

Introducing the BU Benefits Center

We're excited to announce the BU Benefits Center, a new site for managing all of your BU employee benefits elections. We are rolling out this new site in two phases.

Phase One: Boston University Retirement Savings Program

Available Now!

The BU Benefits Center provides a simplified way to enroll in and manage your contributions to the Supplemental Retirement & Savings Plan and the BU Retirement Plan. Through the BU Benefits Center, you also have direct access to tools and resources to help you learn about the retirement benefits available to you and assist you in making decisions about your contributions.

What You Can Do on the BU Benefits Center

Through this new tool, you have the ability to:

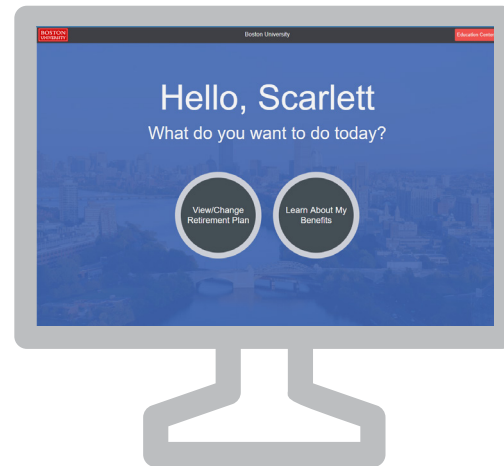
- Enroll in the Supplemental Retirement & Savings Plan (if you are a part-time or temporary employee)
- View your current contribution rate
- Increase, decrease or stop your contributions
- Change your contribution tax status (from tax-deferred to after-tax, or vice versa)
- Find useful information to help you choose investment funds that align with your risk tolerance

BU Benefits Center, Employee Self Service, Fidelity or TIAA: Where to Go for What

During November and December 2017, there will be two online retirement plan applications: the BU Benefits Center, for changes you want to make to calendar year 2018 contributions, and Employee Self Service, for changes you want to make to calendar year 2017 contributions.

Effective January 1, 2018, you will use the BU Benefits Center to make changes to your Retirement Savings Program contributions.

I want to	Use	Available
Manage my contributions in 2017	Employee self-service on the BUworks Portal	Through December 31, 2017
Manage my future contributions, effective 1/1/2018	BU Benefits Center (log on through Employee self-service on the BUworks Portal)	Starting November 2017
Manage my contributions in 2018	BU Benefits Center (log on through Employee self-service on the BUworks Portal)	Starting January 1, 2018
Manage my investment options and view my account balance	<u>Fidelity</u> or <u>TIAA</u>	Ongoing



Phase Two: All Other Benefit Elections

Coming Later in 2018!

Later in 2018, you will be able to use the BU Benefits Center to manage all of your benefit plan elections. Newly hired employees will use the BU Benefits Center to easily enroll for benefits when they join BU. Existing employees will be able to make changes to elections during the annual open enrollment period, or for mid-year changes due to life events (such as marriage or the birth of a child).

Until phase two takes effect later in 2018, continue to manage your other benefit transactions through Employee Self Service on the BUworks portal.



Questions?

Contact Human Resources via email at HR@bu.edu or call **617-353-2380**.

