



# Retirement@Work<sup>®</sup>

## University of New Mexico’s simplified online portal to help you manage your Voluntary 403(b) and 457(b) Retirement Plans.

Retirement@Work makes it easier for you to manage contributions and investment provider choices for the UNM Voluntary Retirement Plans. It also gives you a more complete picture of your retirement savings by bringing together account balance information from all four investment providers in one spot.

### Retirement@Work makes it easier for you to:

- **Change your contribution amount**—Start, stop or change your contributions with a few simple clicks; no paper forms required.
- **Choose your investment provider(s)**—UNM has four approved providers who offer investment options: Corebridge Financial, Fidelity, TIAA and Voya. Contribute to one or more of the providers and get consolidated account information on the site.

### Accessing your Retirement@Work account is easy.

As a UNM employee, you are eligible to participate in the Voluntary Retirement Plans.\* To access your Retirement@Work account, visit <https://hr.unm.edu/retirement/supplementalretirement-plans> and click **Visit Retirement@Work**. Log in to Retirement@Work using your UNM NetID and password, and click *Accept* to share your information with TIAA. You will be redirected to the Retirement@Work site.

### Making contribution changes to your account

To make changes to your contribution amount, simply click on the *Contributions* tab and complete the online form. To make after-tax Roth contributions, check the box next to “Split between pre-tax and Roth contributions” after you’ve entered your chosen contribution amount.

Once you’ve entered your contribution amount, you will be asked to choose your investment provider(s). You can elect to have the entire contribution go to a single provider or multiple providers. Just enter the percentage that should go to each, ensuring that the total election equals 100%.

### Opening an investment account with chosen provider:

Once you’ve selected an investment provider, you will need to visit the provider’s website to either open an account or update your investment choices. Links to the providers websites are provided in Retirement@Work.

During the enrollment process with your chosen provider, you will be asked to enter their designated Plan IDs as noted in the table below.

	403(b) Plan	457(b) Plan	
<b>TIAA</b>	There is no access code for TIAA. Simply click on the TIAA link after enrollment or contribution changes to be directed to your secure account.		
<b>Fidelity</b>	54763	84627	
<b>Corebridge Financial</b>	25009002	25009003	
<b>Voya</b>	VT0506	VFE248	Verification number: 020108

\*Students and certain employees are not eligible to participate.

## Need help?

### We've got you covered.

Retirement@Work allows you to choose one or more investment providers and manage your salary deferrals, but you will need to work with your chosen investment provider to manage those retirement savings. Once you've selected an investment provider, you'll need to contact them to complete your account setup by registering for online access, choosing investments and naming beneficiaries.

### Personalized advice and education

You can get help deciding how to create the right investment mix with your chosen investment provider(s) over the phone or in person.

- TIAA: **800-842-2252**
- Fidelity Investments: **800-343-0860**
- Corebridge Financial: **888-569-7055**
- Voya: **619-701-2895**

### Site support

Call Retirement@Work at **844-567-9090**, weekdays, 6 a.m. to 8 p.m. (MT).

### General plan questions

Call UNM Benefits at **505-277-6947**, 8 a.m. to 5 p.m. (MT).

### Payroll deduction questions

Call UNM Payroll at **505-277-2353**, 8 a.m. to 5 p.m. (MT).

### Learn more

Visit <https://hr.unm.edu/retirement/supplemental-retirement-plans>

