THE UNE RETIREMENT PLAN (93315)

Key Plan Details

When can I enroll in the Plan?

There is no waiting period. You can enroll in the Plan at any time.

How do I enroll in the Plan?

Enroll online at any time, click on the "Enroll-Sign up Now" box in the center of the home page and the system will guide you through the enrollment process. You can also enroll by contacting the Fidelity Retirement Benefits Line at 1-800-343-0860.

When is my enrollment effective?

Your enrollment becomes effective once you elect a deferral percentage, which initiates deduction of your contributions from your pay. These salary deductions will begin as soon as administratively possible, generally within 1-2 pay periods.

How much can I contribute?

Through automatic payroll deduction, you may contribute up to 80% of your eligible pay on a pretax or after-tax Roth basis up to the annual IRS dollar limits. Employees determined to be highly compensated may have additional limitations. Sign up online by accessing the “Contribution Amount” section under “Quick Links” on NetBenefits®, or by calling the Fidelity Retirement Benefits Line at 1-800-343-0860.

What is the Roth contribution option?

A Roth contribution to your retirement savings plan allows you to make after-tax contributions and take any associated earnings completely tax free at retirement - as long as the distribution is a qualified one. A qualified distribution, in this case, is one that is taken at least five tax years after your first Roth 403(b) contribution and after you have attained age 59½, become disabled, or die. Through automatic payroll deduction, you may contribute between 1% and 100% of your eligible compensation as designated Roth contributions, up to the annual IRS dollar limits.

If your FICA wages from the prior calendar year with your current employer exceeded $150,000, any age 50 catch-up contributions to the Plan must be made as Roth contributions. If your FICA wages were $150,000 or less, you can designate your catch-up contribution to be pretax or Roth.

For this purpose, FICA wages are those reported on IRS Form W-2 Box 3 for Social Security

taxation purposes.

Find more information online within the "Plan & Learn" drop down and "Learn" section of NetBenefits®.

What catch-up contribution can I make?

If you have reached age 50 or will reach 50 during the calendar year January 1 – December 31 and are making the maximum plan or IRS contribution, you may make an additional catch-up contribution each pay period. The maximum annual catch-up contribution is $8,000. Going forward, catch-up contribution limits will be subject to cost-of-living adjustments (COLAs) in $500 increments.

If your FICA wages from the prior calendar year with your current employer exceeded $150,000, any age 50 catch-up contributions to the Plan must be made as Roth contributions. If your FICA wages were $150,000 or less, you can designate your catch-up contribution to be pretax or Roth.

For this purpose, FICA wages are those reported on IRS Form W-2 Box 3 for Social Security taxation purposes.

The SECURE 2.0 Act increases the limit for you if you have attained age 60, 61, 62, or 63 in a given calendar year. The limit for 2026 is $11,250.

What is the IRS contribution limit?

The IRS contribution limit for 2026 is $24,500.

Does the Employer contribute to my account?

If you are determined to be eligible for the employer match, UNE helps your retirement savings grow by matching up to 8% of your pre- and/or post-tax contributions to the plan.

You are eligible for the matching contribution after completing 12 consecutive months of service in higher education in which you have been credited with at least 1,000 hours of service.

When am I vested?

You are immediately 100% vested in your own contributions to the UNE Retirement Plan, as well as in any of the Employer’s matching contributions and any earnings on them.

What are my investment options?

To help you meet your investment goals, the Plan offers you a range of options. You can select a mix of investment options that best suits your goals, time horizon, and risk tolerance. The many investment options available through the Plan include conservative, moderately conservative, and aggressive funds. A complete description of the Plan's investment options and their performance, as well as planning tools to help you choose an appropriate mix, are available online.

What if I don't make an investment election?

We encourage you to take an active role in the UNE Retirement Plan and choose investment options that best suit your goals, time horizon, and risk tolerance. If you do not select specific investment options in the Plan, your contributions will be invested in the Fidelity Freedom® Fund Class K6 with the target retirement date closest to the year you might retire, based on your current age and assuming a retirement age of 65, at the direction of UNE.

If no date of birth or an invalid date of birth is on file at Fidelity, your contributions may be invested in the Fidelity Freedom® Retirement Fund Class K6. More information about the Fidelity Freedom® Fund Class K6 options can be found online.

Target Date Funds are an asset mix of stocks, bonds and other investments that automatically becomes more conservative as the fund approaches its target retirement date and beyond. Principal invested is not guaranteed.

How much should I save for retirement?

Fidelity's online planning tools are designed to help you manage your assets as you plan for retirement.

Can I take a loan from my account?

Although your plan account is intended for the future, you may borrow from your account for any reason.

Learn more about and/or request a loan online, or by calling the Fidelity Retirement Benefits Line at 1-800-343-0860.

Can I make withdrawals?

Withdrawals from the Plan are generally permitted when you terminate your employment, retire, reach age 59½, become permanently disabled, or have a severe financial hardship, as defined by your plan.

Learn more about and/or request a withdrawal online, or by calling the Fidelity Retirement Benefits

Line at 1-800-343-0860.

Can I move money from another retirement plan into my account in the UNE Retirement Plan?

You are permitted to roll over eligible pretax and Roth contributions from another 401(k) plan, 401(a) plan, 403(b) plan or a governmental 457(b) retirement plan account or eligible pretax contributions from another contributions from conduit individual retirement accounts (IRAs). A conduit IRA is one that contains only money rolled over from an employer-sponsored retirement plan that has not been mixed with regular IRA contributions.

Additional information can be obtained online, or by calling the Fidelity Retirement Benefits Line at 1-800-343-0860.

NOTE: Following a rollover contribution, a 10 business-day hold will be placed on the funds in your account as a security measure. Access to distributions will be limited until after the hold period ends.

Questions? Reach out to the Fidelity Retirement Benefits Line for assistance.

Be sure to consider all your available options and the applicable fees and features of each before moving your retirement assets.

How do I designate my beneficiary?

If you have not already selected your beneficiaries, or if you have experienced a life-changing event such as a marriage, divorce, birth of a child, or a death in the family, it's time to consider your beneficiary designations. Fidelity's Online Beneficiaries Service, offers a straightforward, convenient process that takes just minutes. To make your elections, click on the "Profile" icon in the upper right-hand corner, then select "Beneficiaries" and follow the online instructions.

Additional Important Information

Before investing in any mutual fund, consider the investment objectives, risks, charges, and expenses. Contact Fidelity for a mutual fund prospectus or, if available, a summary prospectus containing this information. Read it carefully.

Investing involves risk, including risk of loss.

This information provides only a summary of the main features of the UNE Retirement Plan and the Plan Document will govern in the event of discrepancies.

The Plan is intended to be a participant-directed plan as described in Section 404(c) of ERISA, which means that fiduciaries of the Plan are ordinarily relieved of liability for any losses that are the direct and necessary result of investment instructions given

by a participant or beneficiary.

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