



## ***SUBJECT: Retirement@Work® is coming soon—what you need to know***

Good news! As an employee of a Texas State University System (TSUS) member institution, managing your retirement plans will soon be simpler. Beginning April 15, 2025, you'll have access to the Retirement@Work® online retirement plan portal. It brings all your TSUS retirement plan account information together, regardless of investment provider.

*Not a participant yet? You will be able to enroll through Retirement@Work beginning on April 15, 2025, and start saving for your financial future.*

### **ENHANCED EXPERIENCE**

With Retirement@Work, you can manage your savings online in one spot whenever you want, making it easier for you to:

- **Track your progress:** Get a snapshot of all your investments and view current and past transactions.
- **Make informed decisions:** Learn more about your retirement plan(s) and use calculators and other tools to help plan for the type of retirement you want.
- **Take action:** Change your contribution amount or how it is split among your selected investment provider(s).

### **QUIET PERIOD**

While the new portal is being set up, there will be a quiet period from April 1, 2025, to April 14, 2025. During the quiet period, you will not be able to join the Plans, make changes to your contribution rate or change your provider due to system upgrades. You can still access your account, view your balances, update beneficiaries, make transfers/withdrawals, and review investment information during this time. Beginning April 15, 2025, you will be able to make changes to your contribution rate or change your provider again.

### **Key Dates for Retirement@Work**

Date	Event
March 31, 2025	Last day to make changes to your contribution rate or enroll in the plan with HR, before the quiet period begins.
April 1, 2025 – April 14, 2025	System upgrades take place. You will not be able to make changes to your contribution rate or enroll in the plan(s). During this brief period, you may contact your investment provider directly, to access your account, request fund transfers, update your beneficiary or review investment performance.



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**April 15, 2025**

Retirement@Work website is available for active employees to enroll, choose investment providers and make changes to contributions.

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## **GETTING STARTED**

Once the Retirement@Work website is available, you will receive another email with instructions on how to log in and utilize the system. There is nothing you need to do at this point. For plan-related questions, contact HR Benefits at 409-880-8375 or [benefits@lamar.edu](mailto:benefits@lamar.edu).

The Texas State University System (TSUS) includes the following institutions: Lamar University, Sam Houston State University, Sul Ross State University, Texas State University, Lamar Institute of Technology, Lamar State College Orange and Lamar State College Port Arthur.