



How to Make Changes to Your 403(b) Retirement Account

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Change Contribution Amounts

You may change contribution amounts at any time.

Regardless of your investment provider, contribution amount changes are made through the plan administrator, Fidelity Investments.

1. Visit <https://netbenefits.com/aus>.
2. Select “Change My Contributions” from the option on the home page and log in when prompted.
3. If you are directed to choose a plan, select “AZ UNIVERSITIES 403B.”
4. Next, you will be directed to the Contribution Amounts page, where you can change your per-pay-period contribution amount and/or the percentage of your contribution to direct to Fidelity or TIAA. (Enter \$0 contribution to suspend payroll deductions.)

For assistance with making changes, call Fidelity Investments at 800-343-0860.



2024 403(b) Contribution Change Effective Dates

A change made in NetBenefits on or between these dates	Will be effective on this pay date	No. of deductions in calendar year
11/28/23 - 12/25/23	1/12/2024	24
12/26/23 - 1/8/24	1/26/2024	23
1/9/24 - 1/22/24	2/9/2024	22
1/23/24 - 2/5/24	2/23/2024	21
2/6/24 - 2/19/24	3/8/2024	20
2/20/24 - 3/4/24	3/22/2024	19
3/5/24 - 3/18/24	4/5/2024	18
3/19/24 - 4/1/24	4/19/2024	17
4/2/24 - 4/15/24	5/3/2024	16
4/16/24 - 4/29/24	5/17/2024	15
4/30/24 - 5/27/24	6/14/2024	14
5/28/24 - 6/10/24	6/28/2024	13
6/11/24 - 6/24/24	7/12/2024	12
6/25/24 - 7/8/24	7/26/2024	11
7/9/24 - 7/22/24	8/9/2024	10
7/23/24 - 8/5/24	8/23/2024	9
8/6/24 - 8/19/24	9/6/2024	8
8/20/24 - 9/2/24	9/20/2024	7
9/3/24 - 9/16/24	10/4/2024	6
9/17/24 - 9/30/24	10/18/2024	5
10/1/24 - 10/14/24	11/1/2024	4
10/15/24 - 10/28/24	11/15/2024	3
10/29/24 - 11/25/24	12/13/2024	2
11/26/24 - 12/9/24	12/27/2024	1



Change Investment Funds

For Fidelity funds

1. Visit <https://netbenefits.com/aus>.
2. Select the “Change My Investments” hyperlink from the option on the home page and log in when prompted.
3. If you are directed to choose a plan, select “AZ UNIVERSITIES 403B.”
4. Next, you will be directed to the Change Investments page, where you can choose or change where your retirement contributions will be invested.

For TIAA funds

1. Visit <https://tiaa.org/arizona>. Log in to TIAA’s website with the username and password you created when you opened your TIAA account.
2. You will be directed to your Account Summary Page. Scroll down to the Go To: Investments hyperlink.

We always encourage you to [meet with the representative for your chosen investment provider\(s\)](#) when selecting investment funds. The representative can assist with making the fund changes if you wish.