

Optional Retirement Program Acknowledgement Form

Welcome! As a benefits eligible employee, you are required to participate in a retirement program on your first day of employment. You are eligible to choose between the Teacher Retirement System (TRS) and the Optional Retirement Program (ORP).

ORP ACKNOWLEDGEMENT

I acknowledge that I have been informed of and understand the following:

- Selection of ORP in lieu of the TRS entails certain responsibilities for the employee, including selection and monitoring of your investments.
The employer has no fiduciary responsibility for the market value of ORP participants' investments or for the financial stability of the ORP companies.
As required by state law, you must make an election of ORP via the TRS 28 form by the first day of employment, or you will be enrolled in TRS.
You are advised that after 90 calendar days elapse from the first date of ORP eligibility, you lose the privilege of changing from TRS to ORP.
This is a one-time election, which applies to future employment in Texas state-supported institutions of higher education and cannot be revoked.
To enroll in ORP, the following forms must be signed and received by the Human Resources Department prior to your last day of eligibility:
o TRS 28 https://www.trs.texas.gov/TRS%20Documents/form\_28.pdf
o UNTS ORP Acknowledgement Form

By signing below, you are acknowledging that if you elect to participate in ORP, you may not return to TRS participation as long as you are employed in a retirement eligible position with a State of Texas higher education institution, unless prior to vesting in ORP, you move into a position that is only eligible for TRS participation. If you have been eligible for ORP at any other institution in Texas, you must continue participation in the program you selected during that period of employment. If later you become employed through the Texas Public School System where only TRS is available, you will thereafter be a TRS participant even upon becoming reemployed by an institution of higher education in Texas in an ORP eligible position.

PRIOR PARTICIPATION RECORD

Have you ever been employed by a State of Texas higher education institution, Texas Independent School District, or Texas Public Junior/Community College: Yes No

If yes, where and when:

Were you offered the opportunity to participate in the Texas Optional Retirement Program by a past employer: Yes No

If yes, in which plan did you enroll:

Signature Print Name

Today's Date HR Representative