



**ADMINISTRATIVE
POLICIES AND PROCEDURES MANUAL**

**DATE ISSUE
6/1/98**

**REVISION
1**

**PAGE
D5-160.0**

SUBJECT

RETIREMENT PLANS

SUB-TOPIC

TAX-DEFERRED ANNUITIES

To further supplement retirement income, any regular employee may elect to participate in this program where he/she enters into an agreement with the University and designates a portion of his/her monthly salary to be used by UTD to purchase an annuity for the employee from an approved, Texas licensed company selected by the employee. Once this agreement is made, it cannot be revoked for at least one year.

The payroll deduction method will be used to extract monies from the employee's wages which will be forwarded to the selected insurance company.

Questions regarding this program should be directed to the Human Resources Office, which will make arrangements to implement this program if desired. A computed Maximum Exclusion Allowance (MEA) determines each employee's maximum calendar-year contribution.