

Enrollment Flyer



How to Enroll Online

- Visit www.netbenefits.com/atwork
- Click on the *Register As A New User* link and follow the prompts to establish a NetBenefits username and password.
- Once logged in to NetBenefits®, click the Enroll- box labeled College of the Holy Cross Defined Contribution Retirement Plan.
- Follow the 3 steps to enroll:
 - Step 1:** Set Contributions
 - Step 2:** Choose investments
 - Step 3:** Designate your beneficiaries

A screenshot of the NetBenefits login page. It shows a dark header with a "Log In" button and a "REGISTER AS A NEW USER" link. A purple arrow points to the "REGISTER AS A NEW USER" link.

Managing Your Account

Change your contribution amount

To change the amount of your payroll contributions into your account:

1. Log in to your account through www.netbenefits.com/atwork.
2. From the home page, click the Quick Links drop-down menu next to the College of the Holy Cross Defined Contribution Retirement Plan name, select Contribution Amount, then click Contribution Amount.
3. Enter your new contribution amount.
4. Confirm your new contribution percentage amount by selecting *Change Contribution Amount*.

Change your investment elections

To change how your future investment elections are invested online:

1. Log in to your account through www.netbenefits.com/atwork.
2. From the home page, click the Quick Links drop-down menu next to your plan name, select Change Investments then Change Investment Elections.
3. Click Enter the percentage of your payroll contributions that you wish to direct to each investment option you choose — your elections must add up to 100%.
4. View the online prospectus, if available, for each fund in which you are investing.
5. Confirm your investment elections.

Beneficiary Designations

Your beneficiary or beneficiaries will inherit your account in the event of your death. You should consider identifying a beneficiary when you enroll in your plan, and updating the information if you experience a life-changing event such as a marriage, divorce, birth of a child, or death in the family.

1. Log in to your account through www.netbenefits.com/atwork.
2. Once logged in, click the *Profile and Settings* icon at the top of the page, select *Beneficiaries* and follow the online instructions.

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Set your mail preferences

Receiving communications by email offers you greater convenience and will help keep you up to date on topics related to your retirement plan.

1. Log in to your account through www.netbenefits.com/atwork.
2. Click the *Profile and Settings* icon at the top of the page and click Personal & Contact Information. Enter your preferred email address.
3. Go to back to the *Profile* page and then click on the *Communications* tab to select which types of communications you wish to receive via email or regular mail.

Questions? Call **800-343-0860** to speak with a Retirement Service Center Representative, Monday through Friday from 8:30 a.m. to Midnight ET.

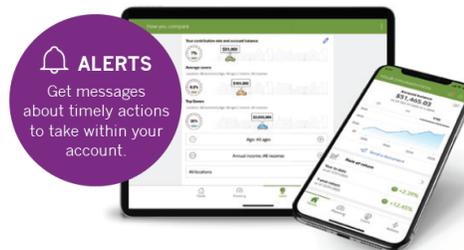
Schedule a One-on-One Appointment

Fidelity Workplace Financial Consultants are licensed professionals and can help with enrollment, asset allocation, retirement planning and other questions you have about the Plan. Call 800-642-7131 weekdays from 8 a.m. to 9 p.m. ET to speak with a consultant or schedule a complimentary appointment. You can also schedule appointments online at www.fidelity.com/schedule.

Download the free NetBenefits® Mobile App to check your College of the Holy Cross Retirement Plan balances, select investment options, or change balances among investments and more!

Download the NetBenefits® Mobile App

Access all your Fidelity® workplace accounts—anytime, anywhere.*



Download the NetBenefits® app today for an Apple, Android, or Amazon device.



*There is a maintenance period when some services may not be available.

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