

How Often Can I Make a Contribution Change?

Most plans allow you to make changes to your contribution rate as often as you want.

You can make the change by logging into your online account and selecting **Change Contribution Rate** from your summary page.

You will receive an email confirmation of the changes to the email address we have on file. You should see the changes from your paycheck within the next two pay periods.

If this option is not available through your online account, you will need to notify your Human Resource Department of the changes you want to make.
