

5 UC Employee Authorization

I understand that the ScholarShare Account(s) listed in Section 4 may not be credited with my payroll deduction until the funds are received from my employer, and that the date on my payroll stub may not be the same date the deposit is credited to these Account(s). This authorization will remain in effect until cancelled by me or by ScholarShare, or upon termination of my employment with the University of California (UC).

UC Employee Signature

Date (month/date/year)

UC Employee Checklist

Use this checklist to help you establish payroll deduction for your Plan Account(s). Read it carefully **before** completing this form. **Mail it to the Plan at the address that appears below.**

- ✓ Include your Social Security Number or Taxpayer Identification Number, Employee ID Number and Location Code in Section 2.
- ✓ Use this chart to find your Location Code:

| ELIGIBLE LOCATIONS | INELIGIBLE LOCATIONS |
|---|---|
| 01 – Berkeley 02 – San Francisco 03 – Davis 04 – Los Angeles (1) 05 – Riverside 06 – San Diego 07 – Santa Cruz 08 – Santa Barbara 09 – Irvine 10 – Merced 97 – ASUCLA (2) 98 – Hastings College of Law | 94 – Lawrence Berkeley National Laboratory (3) 95 – Lawrence Livermore National Laboratory (3) |
| | NOTES |
| | (1) Including UCOP employees paid from UCLA. (2) UCLA employees use code 04. |

- ✓ Be sure that your total allocation equals 100%.
- ✓ Use the list below to select one or more of the following Investment Portfolios for each Account you listed in Section 4:

| Investment Portfolio Names (Portfolio numbers) | | |
|--|---|--|
| Active Age Based Portfolio | Passive Age Based Portfolio | Index International Equity Portfolio (2951) |
| Active Diversified Equity Portfolio (2929) | Passive Diversified Equity Portfolio (2945) | Social Choice Portfolio (2933) |
| Active Growth Portfolio (2930) | Passive Growth Portfolio (2946) | Index Bond Portfolio (2950) |
| Active Moderate Growth Portfolio (2931) | Passive Moderate Growth Portfolio (2947) | Index U.S. Large Cap Equity Portfolio (2952) |
| Active Conservative Portfolio (2932) | Passive Conservative Portfolio (2948) | Index U.S. Equity Portfolio (2953) |
| Active Diversified Fixed Income (2935) | Passive Diversified Fixed Income Portfolio (2949) | Principal Plus Interest Portfolio (2954) |
| Active International Equity Portfolio (2934) | | |

- ✓ **Important:** You must provide the Plan account numbers for each Beneficiary Account listed in Section 4. If you are not the Participant on an Account listed in Section 4 and the account number is not listed, the Plan will be unable to process your request and your form will be rejected.
- ✓ Make a copy of this completed form for your records.
- ✓ **Questions?** Call toll-free 1 800 544-5248 (Monday – Friday from 8:00 a.m. - 7:00 p.m. PST).

Mail this form to:

ScholarShare College Savings Plan
P.O. Box 55205
Boston, MA 02205-5205

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