

# Online Enrollment Guide

Enrolling in your Hope College 403(b) Account with Fidelity Investments is now more convenient, with a simple online process that can be completed in 15 minutes or less! Hope College and Fidelity Investments have teamed up to use technology that lets you set up an account with Fidelity and select and invest contributions for your plan account from anywhere, at virtually any time, involving little or no paperwork.

To simplify your enrollment, have the following information before logging on:

- Plan ID Number: **83146** Hope College 403(b) Account
- Personal information: Social Security number, address, and date of birth
- Investment option choices: A complete listing of the investment options will be available for your review during the enrollment process

**Take this very important step now and begin contributing to your retirement!**

## Step 1 Set Up a Fidelity Account®

- Log on to the Fidelity online enrollment site: <http://enrollonline.fidelity.com>
- Once linked to Fidelity's online enrollment site, simply follow the prompts
- You will be notified when you have completed your Fidelity enrollment

## Step 2 Confirm Your Enrollment at Fidelity

- Review a summary of the information you provided for accuracy
- Revise any information, if necessary
- Accept the data once it is all correct

*See the reverse side for additional important information.*

### Step 3

### Complete the Voluntary Salary Reduction Form

To establish your contribution amount, complete the Voluntary Salary Reduction form. **Return the form along with a copy of your Fidelity enrollment confirmation to the Benefits Office.**

*Once you have registered with NetBenefits,<sup>®</sup> you can also take advantage of educational tools, make transactions in your account, and review investment information.*

#### **If you have any questions**

Call a Fidelity Retirement Services Specialist at 1-800-343-0860, Monday through Friday, from 8 a.m. to midnight Eastern time. Our Specialists can answer your questions and help you complete the steps necessary to enroll online or begin directing your investments through your workplace savings plan.

Employees with a hearing or a speech impairment can access our Retirement Services Specialists at 1-800-259-9743.

*Before investing in any mutual fund, please carefully consider the investment objectives, risks, charges and expenses. For this and other information, call Fidelity at 1-800-343-0860 or visit [www.fidelity.com](http://www.fidelity.com) for a free prospectus. Read it carefully before you invest.*

Unless otherwise noted, transaction requests confirmed after the close of the market, normally 4 p.m. Eastern time, or on weekends or holidays, will receive the next available closing prices.

