

West Virginia Higher Education Policy Commission  
401(a) Defined Contribution Retirement Plan

**VENDOR SELECTION FORM**  
**FOR USE AT MARSHALL UNIVERSITY**

This form is to be completed by new employees after they have reviewed information about the two retirement programs available through West Virginia public higher education and after making a decision about which program they choose to participate in. The completed form should be submitted to Human Resource Services, Marshall University, 207 Old Main, One John Marshall Drive, Huntington, West Virginia 25755.

Name:	
Social Security number:	
Date of Birth:	
Date Employment Begins/Began:	

<b>SELECTION OF 401(a) VENDOR.* CHECK ONLY ONE.</b>	
After a review of the materials provided by the vendors, I elect to participate in the 401(a) program provided by:	
[ <input type="checkbox"/> ] <b>Empower Retirement (Great West)</b>	[ <input type="checkbox"/> ] <b>TIAA</b>
Effective date of vendor selection:	

**\*NOTE** – An enrollment and participant-directed investment form for the selected vendor must be completed and forwarded to the vendor prior to any payroll deduction. The submission of the Vendor Selection Form replaces any prior vendor selection made by the participant.

Signature:	
Date:	

<b>INTERNAL USE ONLY</b>	
Accepted on behalf of employer by:	
Title:	
Date:	
<b>FOR PAYROLL PURPOSES</b>	
401(a) Vendor Code	
[ <input type="checkbox"/> ] <b>Empower Retirement (Great West) (311)</b>	[ <input type="checkbox"/> ] <b>TIAA (309)</b>
Effective date of employment:	