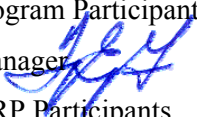




DIVISION OF HUMAN RESOURCES  
BENEFITS OFFICE

**TO:** State Optional Retirement Program Participants  
**FROM:** Faye E. Gowans, Benefits Manager   
**SUBJECT:** Open Enrollment for State ORP Participants  
**DATE:** January 21, 2011

Open enrollment for the State Optional Retirement Program (State ORP) is underway and continues through March 1, 2011. Participants may change vendors or, if eligible, may irrevocably elect to join the South Carolina Retirement System (SCRS) during this open enrollment period.

Any State ORP participant electing to change vendors should complete a State ORP *Notice of Termination or Change* (Form 1162) and an enrollment form for the new vendor selected. Forms are available from the University's Benefits Office (803-777-6650), your campus Human Resources Office, or online at <http://www.retirement.sc.gov>. You must return completed forms to the Benefits Office on or before March 1, 2011.

State ORP participants who elect to irrevocably switch from State ORP to SCRS must have a minimum of 12 months but no more than 60 months of participation in State ORP by March 1, 2011. State ORP participants hired between January 1, 2006, and March 1, 2010, are eligible to switch from State ORP to SCRS during the open enrollment period. For more detailed information to assist you in making this important retirement decision, please view the video *It's Your Choice: SCRS Plan or State ORP* found at <http://www.retirement.sc.gov/video>.

State ORP participants who elect to irrevocably join SCRS will have an SCRS membership effective date of April 1, 2011, consequently, Visual Information Processing (VIP) will not reflect SCRS as the member's retirement plan until April 1, 2011.

State ORP participants who decide to irrevocably join SCRS must complete and sign the following forms:

- Retirement Enrollment (Form 1100)
- Beneficiary Designation (Form 1102)

SCRS members may purchase service for periods of State ORP participation at a rate of 16 percent of their highest fiscal year salary.

A period of State ORP participation purchased into SCRS is considered earned service. Members also may purchase previous public, educational, military, and leave of absence service as well as non-qualified time.

A member may not purchase service credit for a period of time for which the member also may receive a retirement annuity from another defined benefit plan.

A member purchasing service for a prior period of State ORP or other eligible periods who has funds invested in a TIAA traditional account under a TIAA-CREF Retirement Annuity contract is eligible to make a plan to plan transfer only in accordance with the terms of that contract.

Should you switch to SCRS and also decide to purchase your State ORP service, you will need to complete and sign:

- *Request for Service Purchase (All Systems) (Form 2101)*
- *Request for State ORP Service Verification (Form 2130)*
- *Service Purchase Salary Verification (Form 2209 — to be completed by USC Payroll)*

Information packets for each State ORP vendor are available in the Benefits Office or from your campus Human Resource Office.

Please call the Benefits Office at 803-777-6650 or your campus Human Resource Office if you have general questions about these changes or to request forms. For specific plan information or to schedule a meeting, contact one of the State ORP vendor representatives listed below.

### State ORP Vendor Contacts

<p><b>VALIC</b>          John C. Knapp, Jr.  <b>803-446-3962</b>          3710 Landmark Drive, Suite 104          Columbia, SC 29204</p>	<p>For personal appointments, questions or consultation, please call the number listed.</p>
<p><b>MetLife Resources</b>          C. Lynn Farmer  <b>800-492-3553, ext. 28110</b>          9000 Central Park West, Ste 325          Atlanta, GA 30328</p>	<p>For personal appointments, questions or consultation, please call the number listed</p>
<p><b>The Hartford</b>          Rebecca (Becky) Dixon  <b>803-699-4607</b>          9610 Two Notch Road, Suite 6          Columbia, SC 29223</p>	<p>For personal appointments, questions or consultation, please call the number listed</p>
<p><b>TIAA-CREF</b>          Preston Rainer  <b>877-535-3910, ext. 221367</b>          8500 Andrew Carnegie Boulevard          Charlotte, NC 28262</p>	<p>For personal appointments, questions or consultation, please call the number listed</p>