As part of the NYU retirement program, effective April 1, 2021, you have the option to open a TIAA Brokerage account. With this account, you can direct your retirement plan contributions and account balances among a variety of mutual funds beyond the core investment menu offered through the NYU retirement program.

Multiple ways to make transactions
- Online: Place orders to buy, sell, or transfer mutual fund shares by logging in at TIAA.org/nyu.
- Contact us: You can place orders with a TIAA financial consultant by calling 800-927-3059, weekdays, 8 a.m. to 7 p.m. (ET).
- TIAA's automated telephone service: Call 866-355-5505, 24 hours a day, seven days a week, for information about your account.

A wide range of investment choices
A TIAA Brokerage account allows you to independently research and select from thousands of mutual funds, including from some well-known families of funds. You can view the list of mutual fund families available through TIAA Brokerage by going to the dedicated website at TIAA.org/fundfamilies. To view specific mutual funds you must open a brokerage account.

Have questions on how to proceed?
The following pages can show you how.

1 The brokerage account option is available to participants who maintain both a legitimate U.S. residential address and a legitimate U.S. mailing address.
Brokerage account Q&A

1. How do I open a brokerage account?
Follow the steps below to establish the brokerage account. Please note: You’ll need a separate brokerage account for each retirement account you hold.

**Online:**
Step 1: Log in to your retirement account via secure access at TIAA.org/nyu. Active employees and retirees may access and manage their TIAA retirement account by logging in to NYUHome using secure Multi-Factor Authentication (MFA). Then click the NYU Retirement Plan card and click Go. You may also search TIAA in the upper-right corner.
Step 2: From the Account summary home page, select the retirement account that is eligible for the self-directed brokerage option.
Step 3: Once on the retirement account details page, select Add retirement brokerage from the Quick Links.
Step 4: Follow the instructions on the next set of screens to open the self-directed brokerage account.
It typically takes two business days for us to establish the brokerage account. At that time, your funds will be deposited into a brokerage money market account. You can then trade in the brokerage account by calling 800-927-3059 or by visiting TIAA.org/nyu.

**Phone:**
A TIAA financial consultant can also help you enroll in your brokerage account. You can complete a phone application by calling 800-927-3059. A financial consultant will be able to send you a prefilled application for your signature. You can sign and return it in the envelope provided in the kit.

2. Which mutual funds are available from TIAA Brokerage?
You will only be able to see the specific mutual funds available if you have a brokerage account open.
To view the available mutual funds after you have opened a brokerage account, go to TIAA.org/nyu, log in to your retirement account and select the Actions menu. Select Change your investments under Retirement plans, click the Exchange button, then click Preview options. Scroll to the Self-Directed Brokerage account section and select Add Brokerage Funds or Browse Available Funds.

**Note:** If you see Open a Brokerage Account instead of Add Brokerage Funds, this means you have not successfully opened a brokerage account yet.

3. How do I trade within my brokerage account?
You can trade online at TIAA.org/nyu by clicking on the Change Investments button and selecting Exchange, or you can use our automated telephone service at 866-355-5505 or call a TIAA financial consultant at 800-927-3059.
4. How do I move the money from my brokerage account back to other investment options available through my retirement program account?

To transfer between the brokerage account and another investment option available through your NYU retirement program, once logged in, click the Actions menu and select Change your investments, then select Exchange and click on the applicable plan name. Your investment elections will be displayed, and you can complete your transfer. You will have to ensure the option button is filled in for Brokerage Investments in the Choose the Source Fund section.

Transfers between your brokerage account and another investment option available through your NYU retirement program are subject to brokerage settlement periods and can take several days to complete. You can also call 800-927-3059 for more information and to have a TIAA financial consultant initiate your transfer. It can take up to three days for us to process this transfer. You can transfer assets between your retirement account and your TIAA brokerage account using a single screen and single-step request.

5. Can I allocate NYU retirement program contributions directly to the brokerage account?

Yes. Once your brokerage account is opened, you can transfer and/or contribute up to 95% of your available balances to a mutual fund in your account as allowed by the terms dictated by the NYU retirement program. You can do this by selecting Change your investments and then Choose future investments.

6. How can I take a distribution or withdrawal from the brokerage account?

Distributions or withdrawals from your brokerage account aren’t made directly. To receive distributions or withdrawals from the fund investments in your brokerage account, you first need to transfer the amount you wish to withdraw from your brokerage account to a non-brokerage investment and then request a withdrawal from that non-brokerage investment.

7. Will I receive confirmations of my trades?

Yes, a confirmation for every trade is sent to you according to your preferences. You can always view your transaction history or trade confirmations in the secure portion of TIAA.org/nyu or on your monthly brokerage account statements.

8. Are there any fees associated with my brokerage account?

There are no annual account maintenance fees for a self-directed brokerage account you have through the NYU retirement program.

Any trading fees will be waived through March 31, 2022. Redemption and other fees may still apply, and there may be commissions on transactions and other account-related fees. After March 31, 2022, you will be charged commissions on all applicable transactions based upon the fees outlined in the Customer Account Agreement or dictated by the terms of the fund.

To find out more, review our brokerage Customer Account Agreement using the following link: TIAA.org/SDA_CAA. The agreement contains important information about the brokerage account, as well as the commission and fee schedule. Other fees and expenses that apply to a continued investment in the funds are described in the fund’s current prospectus.

For additional account information

Online:
Access your account by logging in at TIAA.org/nyu.

Phone:
Discuss your account with a TIAA financial consultant by calling 800-927-3059, weekdays, 8 a.m. – 7 p.m. (ET).

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¹ Trading fees will be reinstated without written notification.
Important considerations

1. If you lack the time or expertise to actively manage your portfolio, a brokerage account may not be appropriate for you.

2. Please keep in mind that returns for mutual funds and other securities are not guaranteed, and you assume all the risks associated with investing in them.

3. There will be a $1,000 minimum initial investment for most funds and additional minimums may apply for subsequent investments.

Review the fund’s prospectus for any costs or fees associated with the mutual fund investment. For a full explanation of our fees, go to our website at TIAA.org/SDA_CAA.

Please speak with a TIAA financial consultant if you have any questions about opening a brokerage account and what may be right for you.