



# 403(b) Retirement Plan Matched Contribution Service Affidavit

Name \_\_\_\_\_ Date of Hire \_\_\_\_/\_\_\_\_/\_\_\_\_  
(please print)

Check the box next to the entity in which you have prior service credit.

**Note:** You must have worked at least 1,000 hours within any one year to qualify for this service credit.

**Educational Organization**

An accredited higher education, primary or secondary educational institution, where the entity's articles of incorporation, charter, or other mission defining documents state an educational purpose, which normally maintains a regular faculty, curriculum, and enrolled student body. Such an entity must also qualify under tax-exempt 501(c)(3) status as a "educational" organization and meet the definition under Section 170(b)(1)(A)(ii) of the Internal Revenue Code.

**Religious Institution**

A church or church-controlled institution that is operated primarily for religious or charitable endeavors where the entity's articles of incorporation, charter, or other mission defining documents state a religious purpose. Such an entity must also qualify under tax-exempt 501(c)(3) or equivalent status as a "religious" organization.

**Name of Previous Educational Organization or Religious Institution**

\_\_\_\_\_

**Dates of Employment with Above Entity**

\_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_

**Full Time Equivalency (FTE) at Institution/Organization** \_\_\_\_\_

**Attestation**

I attest that I have met the service requirement for participation in the Matching Contribution component of the St. Olaf College 403(b) Retirement Plan. In so doing, I am stating that I have worked at a religious institution or educational organization in at least a half time capacity for at least one year prior to my employment with St. Olaf College.

\_\_\_\_\_

Signature

\_\_\_\_\_

Date