

Education Policy Statement



Section B — Proposed education solutions

Date: _____

Prepared for: _____

Prepared by: _____

I. Background information

Employee demographics

Number of employees _____

Number of company locations _____

Approximate age distribution of employees _____

> % Under 30 _____

> % 30 to 50 _____

> % 50+ _____

Current participation levels

% of employees who participate in the plan _____

% of employees eligible to participate _____

Average salary deferral rate _____

Average account balance _____

% of employees taking loans from the plan _____

Plan provisions

Automatic enrollment? **Y** **N**

ODIA? **Y** **N**

Key educational objectives

Encourage enrollment _____

Increase plan participation _____

Boost contribution levels _____

Improve asset allocation decisions _____

Improve understanding of retirement planning _____

Enhance employee satisfaction _____

Improve employee retention _____

Other (specify) _____

II. Education services (check all services offered)

Employee enrollment meetings

Annual 2x year As needed

Available methods:

On-site presentations

Conference calls

Internet (online) presentations

Participant education seminars

Annual 2x year As needed

Available methods:

Principles of investing

Anticipating lifestyle and financial needs in retirement

Overview of asset classes

Value of 401(k) plan participation

The "cost of waiting" to begin retirement saving

Other (specify) _____

Other (specify) _____

Other education resources

Newsletters

Posters

Planning software/online tools

Email communication

Intranet

Other education resources

One-on-one discussions with plan participants

For Financial Professional use with plan sponsors.

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