

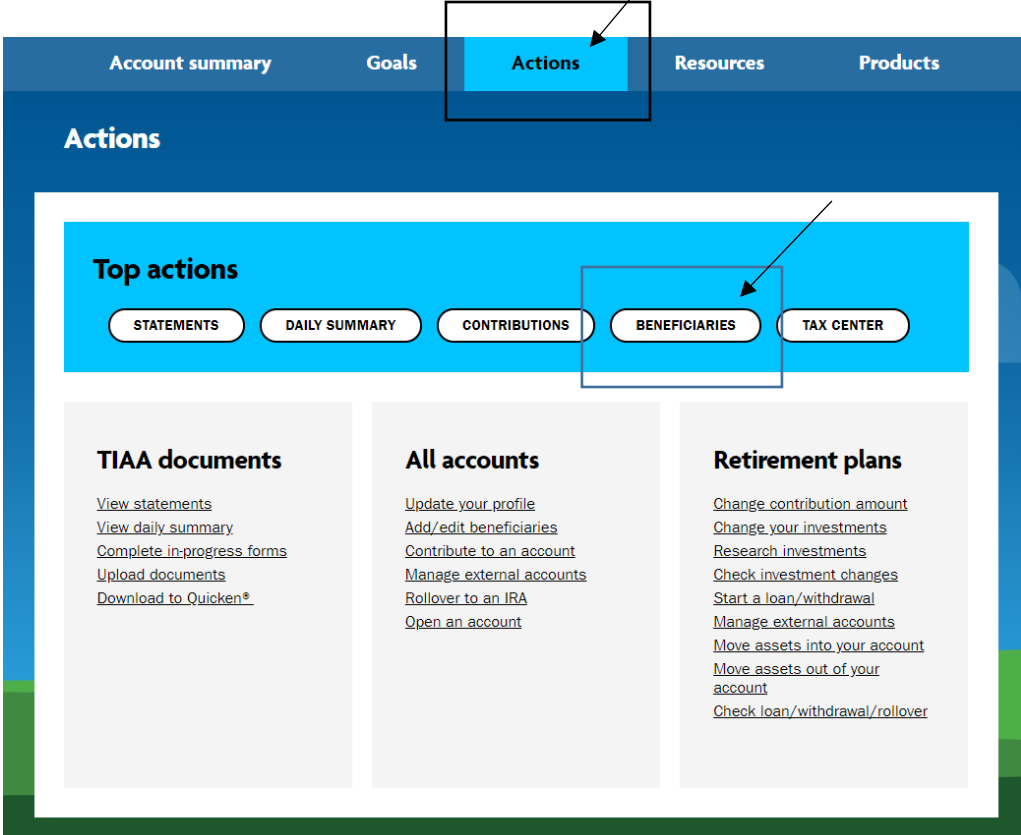
TIAA – Add or Change Retirement Plan Beneficiary

The guide walks you through how to add or change a beneficiary for your retirement plan in the TIAA portal.

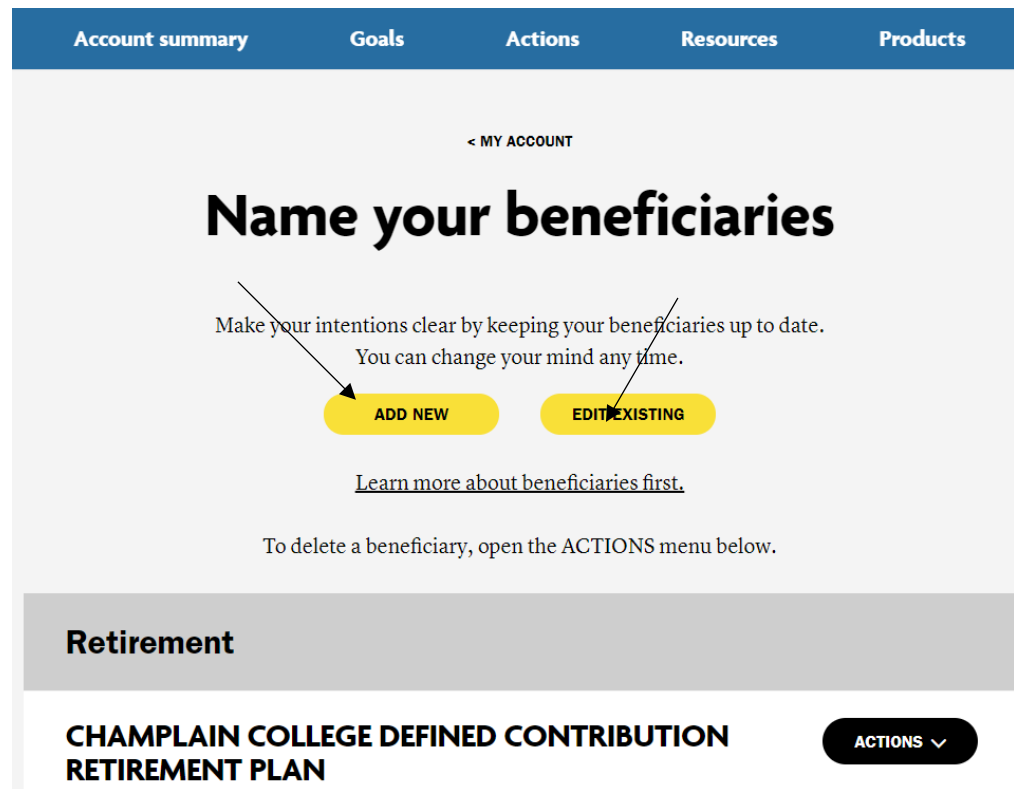
Walkthroughs:

- 1.0 Navigation Path

Audience: All

| Process Step & Description | Action |
|---------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>1.0 Navigation Path</p> | <p>Getting Started</p> <ul style="list-style-type: none"> • Navigation Path – Sign in to your account: https://www.tiaa.org/public/ • Click “Actions”, then “Beneficiaries”  |

- Click either “ADD NEW” or “EDIT EXISTING”
- You will need to add or edit beneficiaries for all the plans you have within TIAA’s website.
- In order to add or change a beneficiary, you will need contact information include DOB and SSN.
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Account summary Goals Actions Resources Products

< MY ACCOUNT

Name your beneficiaries

Make your intentions clear by keeping your beneficiaries up to date.
You can change your mind any time.

ADD NEW EDIT EXISTING

[Learn more about beneficiaries first.](#)

To delete a beneficiary, open the ACTIONS menu below.

Retirement

CHAMPLAIN COLLEGE DEFINED CONTRIBUTION
RETIREMENT PLAN

ACTIONS ▾