Enrollment Guide

If you are an existing American Century Investments 403(b) investor, you do not need to open a new account. Simply call 1-800-345-3533 if you have any questions.

Access the on-line application at the following website:

www.americancentury.com/enroll - Select the ‘Enroll Now’ link to begin the process.

Page 1 – Personal Information (* denotes required information)

- Provide your personal information in this section.
- Designate your beneficiary by clicking on (click to show). This will open the beneficiary section. If you want to name multiple beneficiaries or name someone other than your spouse as your primary beneficiary, select the Designation of Beneficiary link, print off the form and return it to the address noted.

Page 2 – Employer Information

- Please enter Johns Hopkins University 403(b) in the Employer field on this page.

Page 3 – Select Your Investments

- Click the check box that corresponds to the Mutual Fund you wish to select.
- You may choose up to seven different Mutual Funds.
- To see specific fund information, click on the name of the fund and a new window will open with a fund fact sheet.
- LIVESTRONG™ Income Portfolio is the plan default fund.
- Funds elected for university contributions and employee contributions must be the same at initial application.

Page 4 – Investment Percentage

- Select the percentage for each of the Mutual Funds you selected on page 3.
- You must enter whole percentages and the total must equal 100%.

Page 5 – Verify Account Information

- Verify the information you entered.
- If you wish to change information, select a modify link.

Page 6 – Review Services and Legal Agreement

- Review the Custody Agreement and Legal Agreement.

Page 7 – Confirmation Page

- You can print this page as confirmation of your account establishment.
- You will receive a welcome letter from American Century in approximately seven days.