

To enroll in the Independence School District CSD-RT plan follow the steps below:

- 1. Navigate to <a href="https://csdrt.valic.com">https://csdrt.valic.com</a>
- 2. Click on ENROLL
- 3. Click on "Simplified Online Enrollment system"
- 4. Type the code 44528152 to enroll in the 403(b) or 44528252 to enroll in the 457
- 5. Follow the screen by screen prompts
- 6. Turn in the 403(b) or 457(b) Retirement Plan Contribution Request Form for Payroll or better known as the Salary Reduction form to the Benefits Department to begin contributions.