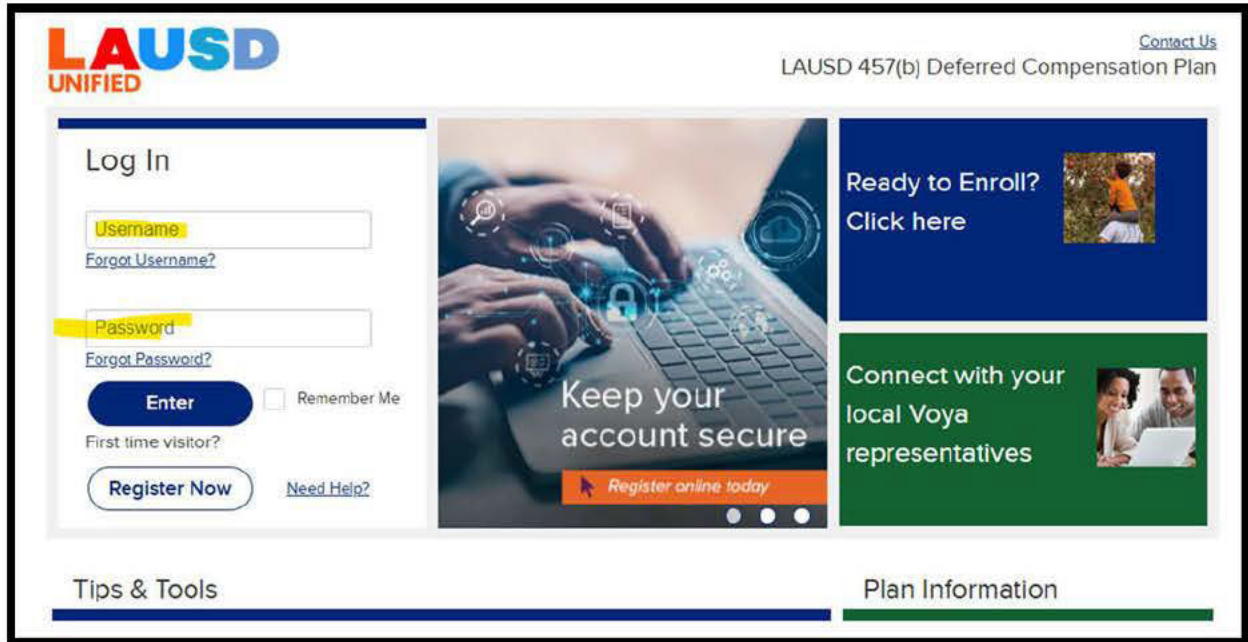
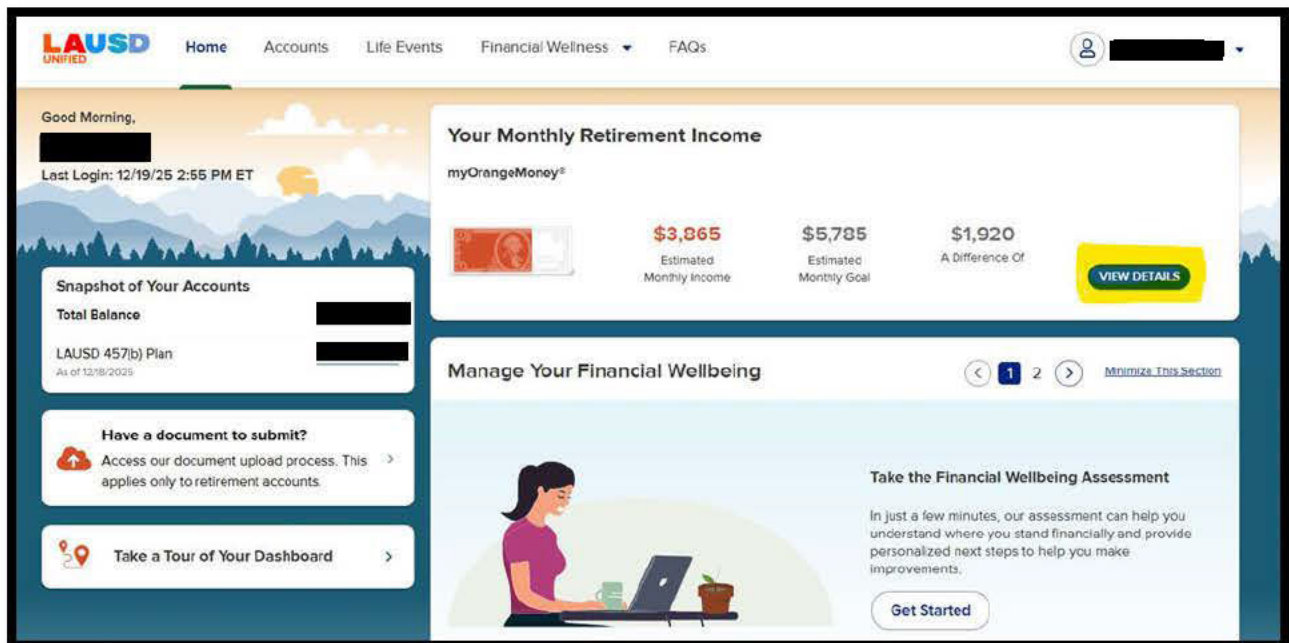


**457(b) Pre-Tax and Roth  
Online Transaction Processing and Salary Reduction Agreement  
for employees who have an account.**

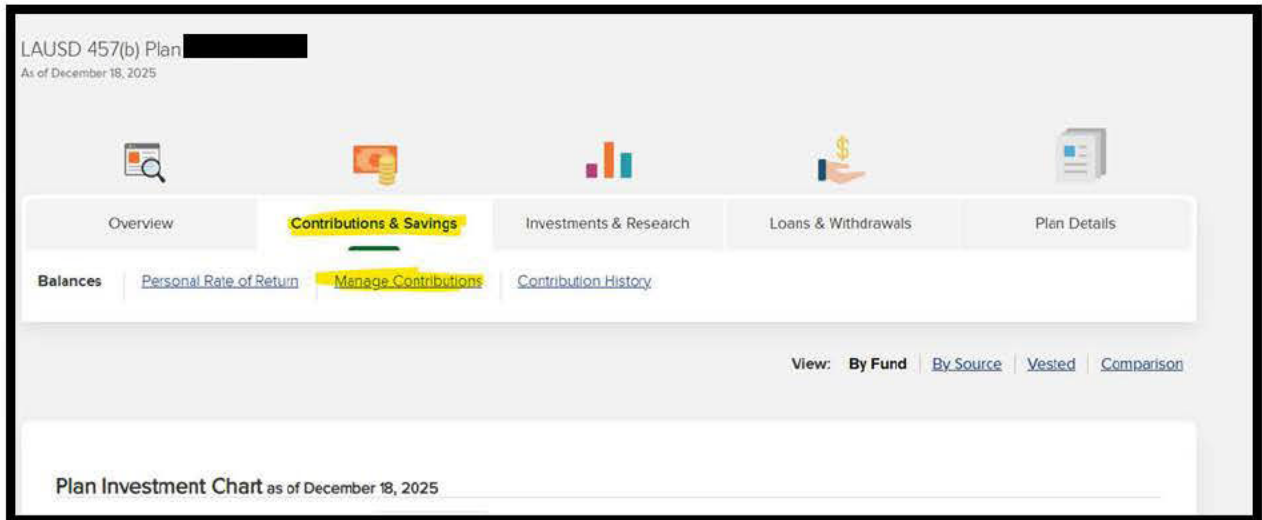
1. Go to <https://www.lausd457benroll.com/>
2. Log in: username and password



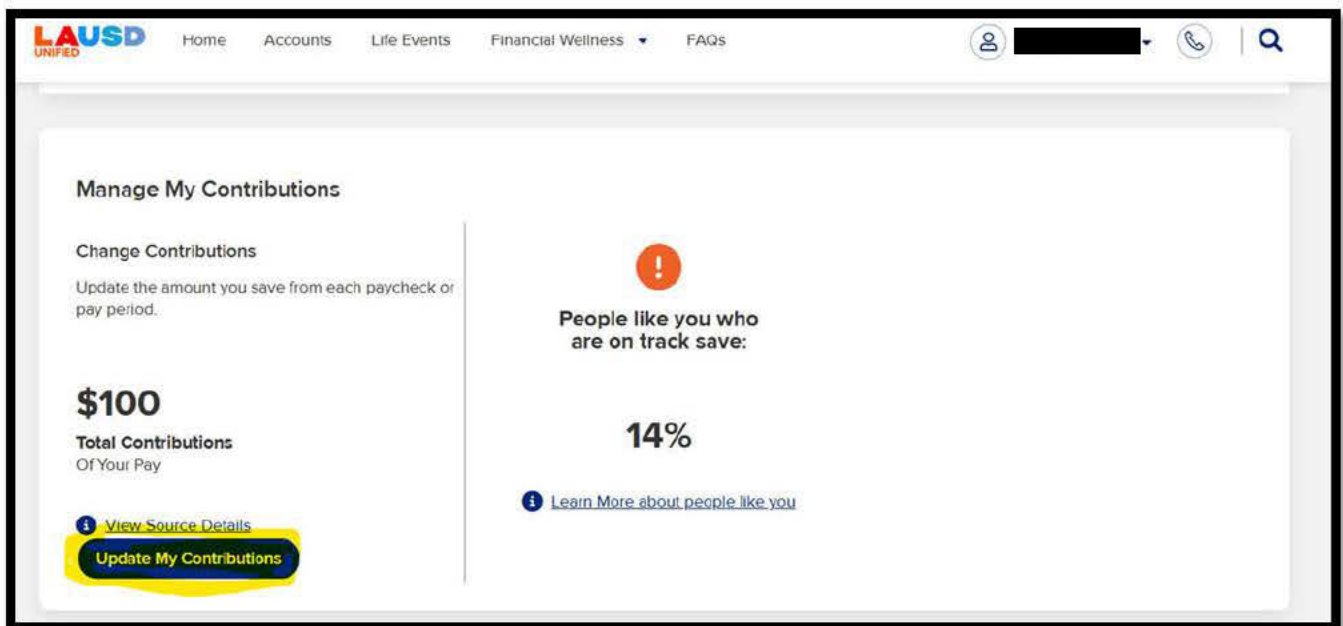
3. This will display your Monthly Retirement income and a snapshot of your accounts. Click VIEW DETAILS.



4. This will take you to an Overview of a variety of options. To make contribution changes, click the “CONTRIBUTIONS & SAVINGS” Tab, then click the “MANAGE CONTRIBUTIONS” Tab.



5. You can manage your contributions by clicking “UPDATE MY CONTRIBUTIONS” on the Blue tab.



6. You may update as you desire by percentage or dollar amount. Before-Tax or ROTH(After-Tax). Click Save Contribution Updates tab at the bottom.

### Change My Contributions

[Additional Information](#)

You may save from a minimum of \$25 if contributing in dollars or 1% if contributing in percent. If electing in percent the maximum contribution is 75%. Your election must be in whole dollars or whole percent and contributions cannot exceed the annual IRS limits.

Keep in mind that you can change your contribution rate at any time. Depending upon the date of your request it may take a few pay periods to see the change reflected in your pay check.

Please select the amount that you would like to deposit in to your retirement account per pay period. Please note any per pay period figure displayed is only an estimate and is based on the salary stored in myOrangeMoney About Me assumptions.

Get help around which savings options make sense for you and the rules that govern availability. [Learn more.](#)

View Contributions as:

Percentage  Dollar Amount

457 Before-Tax	<input type="text"/>	<u>\$100</u>	per pay period
457 Roth	<input type="text"/>	<u>\$0</u>	per pay period

7. Please Confirm Changes and Submit.

## Please Confirm Changes

You want to change your future contributions as follows:

---

Change my 457 Before-Tax from **\$100** to **\$50**

---

To process this transaction, click Submit. To return without processing this transaction, click Cancel.

[Cancel](#)

8. You have completed your contribution change. Click close.

Your transaction will be reflected in your LAUSD 457(b) Plan account on 12/20/2025.

This change will take effect within one to two pay periods and subject to the District's payroll deadlines.

---

Change my 457 Before-Tax from **\$100** to **\$50**

---

The confirmation number acknowledges that you have completed this transaction. A confirmation statement will be mailed to you in two business days. You should receive it within five to seven business days.

If you have elected electronic delivery, a confirmation statement will be available to view in your on-line mailbox within two business days. You will receive an email notification to the address saved within Mail Preferences when your confirmation statement has been posted to your mailbox. Please Note: Certain confirmation statements are not available to be sent electronically and will be sent through regular mail.

Don't forget to revisit your savings elections annually! This is necessary to help reach your goals and make sure your savings aligns to your annual deferral limits.

