

## Human Resources

### Submitting your 403b and 457 Salary Reduction/Deduction Request

1. Navigate to the [Online Salary Reduction Agreement \(SRA\) submission link](#)
2. Select “Santa Clara County Office of Education District 90” as the employer

Please select your Employer from the drop-down list.

Employer



3. Select the type of retirement plan (403b, 457, etc.) and click on the “Submit SRA Form Online”

Select Your Plan

**Submit SRA Form Online**

4. Complete the online form that opens and click on the “Submit” button
5. Once you submit your form, you and your Benefits Specialist will receive a confirmation of your request.

**Contact your Benefits Specialist with any questions** (based on last name).

Benefits Specialist	Alpha	Phone	Email
Denise Sanders	A-G	408-453-6831	<a href="mailto:dsanders@sccoe.org">dsanders@sccoe.org</a>
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