

GIFTOFCOLLEGE.COM IS AN ONLINE COLLEGE SAVINGS REGISTRY THAT ALLOWS EMPLOYEES TO CONTRIBUTE TO A TAX-ADVANTAGED 529 COLLEGE SAVINGS ACCOUNT OR AN EXISTING STUDENT LOAN THROUGH AUTOMATIC PAYROLL DEDUCTIONS

STEP 1: Start your [GiftofCollege.com](https://www.giftofcollege.com) account with Innovative Petcare payroll deductions by using the specific Innovative Petcare link here. When you have successfully reached the screen to the right, you are in the right spot!

Click the **GET STARTED!** button to begin your account set up. (If you already have a giftofcollege.com account, you can link to that account and begin payroll deductions).



STEP 2: Select the **I'm new to Gift of College** button on the following screen.

STEP 3: Begin entering your information for your account profile. When prompted for your Employee ID, please use your *Innovative Petcare email* as your Employee ID.

Employee ID
jsmith@innovativepetcare.com

STEP 4: Choose whether you would like to link to an existing 529 plan / student loan account or if you would like more information on 529 college savings plans.

STEP 4A: Choosing the **I already have a 529 plan / Student Loan** button allows you to complete your profile and add your current 529 / Student Loan account.

STEP 4B: Choosing the **I would like more information** button takes you to a selection of 529 College Savings Plan information and comparisons by state.



STEP 5: When your profile is finished and you are ready to add your current plan, choose **ADD NEW PLAN**

- If you already have a 529 college savings account established, have the name and account # information available.
- If you do not have a 529 college savings account, you can research and enroll in the [best plan for you](#).
- If you have a student loan, use the “Savings Plan or Student Loan Account” drop down and find your loan provider under the “Student Loan Account” heading.

Savings Plan or Student Loan Account
Please select

- Use [your name as the beneficiary](#) for student loans.

! When adding plan(s), check the “Deduct from Payroll” box and enter the dollar amount to have deducted from your paycheck in the “Deduction Dollar Amount Per Pay Period” box.

Deduct from Payroll Deduction Dollar Amount Per Pay Period

STEP 6: Click “Save” and our HR department will be notified of your deduction. If you need to add another plan or child, simply “Add a Plan.”

NOTE: Initial buys to start 529 mutual funds and subsequent buys can range from fund company to fund company. The most common initial purchase amount is \$250 with the subsequent buys at \$50 per transaction.

Want to have friends and family contribute to your student loan or children’s 529 college savings account? Click on “[Invite friends!](#)”