

**SUMMARY OF MATERIAL MODIFICATION  
for the  
HOOD COLLEGE DEFINED CONTRIBUTION PLAN**

**Effective: April 1, 2008**

- (1) **General:** This is a Summary of Material Modification regarding the Hood College Defined Contribution Plan (“Plan”). This Summary of Material Modification supplements the Summary Plan Description (“SPD”) previously provided to you. You should retain this document with your copy of the SPD.
  
- (2) **Identification of Employer:** The legal name, address and Federal employer identification number of the Employer are:

Hood College  
401 Rosemont Avenue  
Frederick, Maryland 21701  
EIN: 52-0591608

- (3) **Summary Description of Modification:** The Employer has amended the Plan in the following respects:

**Am I eligible to participate in the Plan?**

Provided you are not an Excluded Employee, you are eligible to participate in the Plan once you satisfy the Plan's eligibility conditions described in the next question. The following employees are Excluded Employees and are not eligible to participate in the Plan:

- Employees classified as non-FTE (full-time equivalency) employees (with the exception of adjunct instructors).
  
- Full-time equivalency employees less than .5 FTE (those up to .49 FTE) and adjunct professors shall not be eligible to participate with respect to matching contributions.

### **What compensation is used to determine my Plan benefits?**

For the purposes of the Plan, compensation has a special meaning. Compensation is defined as your total compensation paid to you by us during a Plan Year that is subject to income tax, that is, all your compensation reported on your W-2 Form, but

- excluding overtime.
- excluding bonuses.
- excluding stipends.
- including your salary reduction contributions to any plan or arrangement maintained by your Employer.

Your compensation will be recognized for benefit purposes for the entire Plan Year.

### **What constitutes a hardship?**

A hardship is allowed only on account of an immediate and heavy financial need, which is payment in the event of one of the following:

- (a) The payment of expenses for medical care (described in Section 213(d) of the Internal Revenue Code) previously incurred by you or your dependent or necessary for you or your dependent to obtain medical care;
- (b) The costs directly related to the purchase of your principal residence (excluding mortgage payments);
- (c) The payment of tuition, related educational fees, and room and board expenses for the next twelve (12) months of post-secondary education for yourself, your spouse or dependent;
- (d) The payment necessary to prevent your eviction from your principal residence or foreclosure on the mortgage of your principal residence;
- (e) The payment for burial or funeral expenses for your deceased parent, spouse, children or other dependents; or
- (f) Expenses for the repair of damage to your principal residence that would qualify for the casualty deduction under the Internal Revenue Code.