

Use this form to request a Withdrawal from your BlackRock CollegeAdvantage account. This Withdrawal may have tax consequences depending on how the distribution is used. You should consult your tax advisor prior to making a Withdrawal.

Send your completed and signed application, along with any other required documents, to:

Regular mail

BlackRock CollegeAdvantage 529
P.O. Box 9783
Providence, RI 02940

Overnight mail

BlackRock CollegeAdvantage 529
4400 Computer Dr.
Westborough, MA 01581

Section 1: Account Information (Required)

First Name of Account Owner, Custodian, Guardian or Trustee

M.I.

Last Name

First Name of Beneficiary

M.I.

Last Name of Beneficiary

Account Owner's Social Security Number

BlackRock CollegeAdvantage Account Number

Contact Telephone Number

Section 2: Withdrawal Information (Required)

Reasons for the withdrawal:

- Funds will be used for qualified higher education expenses. The Account Owner is responsible for maintaining records substantiating the use of funds for tax purposes.
- Funds will NOT be used for higher education expenses.
- Rollover withdrawal to another 529 Qualified Tuition Program.
- Funds will be used to reimburse the owner for paid higher education expenses.

Additional documentation required for the following types of withdrawals (these are considered non-qualified withdrawals):

- Permanent disability of the Beneficiary.** Attach a doctor's letter stating that the Beneficiary is unable to attend any eligible educational institution because of injury or illness expected to continue indefinitely or result in death.
- Death of the Beneficiary.** Attach a certified copy of the Beneficiary's death certificate with their name and Social Security Number.

► If the distribution will be used for higher education expenses, please provide the institution's name & address (even if the check is payable to or sent to the institution by us):

Institution's Name

Street Number

Street Name

City

State

ZIP Code

Questions?

Call 866-529-8582 | Visit www.blackrock.com/collegeadvantage

B. Send the distribution to another Section 529 Qualified Tuition Program. (Medallion Signature Guarantee required)

This distribution will be sent via check. The end of year 1099-Q will be sent to the Account Owner.

Name of Section 529 Qualified Tuition Program Account Number

Street Number Street Name

City State ZIP Code

Please send the proceeds via **overnight delivery** (I am aware that a \$15 fee will apply)

C. Send the distribution to the Account Owner or Beneficiary.

The end of year 1099-Q will be sent to the recipient of the funds. Your distribution can be sent electronically to your bank account on file via the Automated Clearing House (ACH), which typically takes up to 48 hours to be received in your checking or savings account.

Account Owner's Bank Account Checking Savings

OR

Beneficiary's Bank Account Checking Savings

D. Send the distribution to new bank information (medallion signature guarantee required).

Please attach a voided check or deposit slip copy here: (Required)

If you do not have a voided check or deposit slip, please include a bank statement showing the names(s) on the account, address and account number.



Routing Number (9 digits) Account Number

E. Send the distribution by check:

Check made payable to the Account Owner Check made payable to the Beneficiary
 Mail the check to the address of record Mail the check to the Beneficiary's address of record

Please send the proceeds via **overnight delivery** (I am aware that a \$15 fee will apply)

If you would like the check mailed to a different address, please complete it below. (Medallion Signature Guarantee required)

Street Number Street Name

City State ZIP Code

Section 4: Signature and Authorization

- ▶ I request the distribution indicated herein. BlackRock CollegeAdvantage and the Ohio Tuition Trust Authority are entitled to rely on this request and is released from any and all claims I may have or hereafter have with respect to the distribution. I understand the amount withdrawn should be reported to my financial aid office.
- ▶ I certify the information provided herein is true and accurate, and complies with the terms and conditions of the BlackRock CollegeAdvantage Program Description and Participation Agreement.
- ▶ I further certify that the Social Security number of the Beneficiary set forth in Section 1 is true, correct, and complete.

Please Print the First Name of Account Owner, Guardian, Trustee

M.I.

Last Name

Signature of Account Owner, Guardian, Trustee

____ / ____ / ____
Date (month/day/year)

Medallion Guarantee:

(Please place medallion
guarantee stamp here)

A medallion guarantee may NOT be obtained through a notary public.

A medallion signature guarantee is a stamp affixed by an authorized financial institution next to the signature. The stamp verifies the authenticity of the signature and guarantees that the person signing the request is the actual person (or a legally authorized representative) with the legal authority and capacity to do so. The financial institution not only verifies the signature, but also assumes the financial risk associated with providing the medallion guarantee, in case of fraud. The medallion guarantee program benefits share-owners because it adds a layer of protection to help prevent an unauthorized party from accessing their account. Medallion signature guarantees may be obtained from banks, broker-dealers, national securities exchanges, and savings associations.



FOR MORE INFORMATION: Call 866-529-8582 or visit www.blackrock.com/collegeadvantage

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BLACKROCK®

The cost of a higher education is one of the biggest financial obligations an individual may face. There are several options available for paying college expenses, one of which is taking a withdrawal from your 529 Account. Please use this guide to help you through the withdrawal process.

Requesting A Withdrawal

Only you, as the Account Owner, may direct distributions (also called “withdrawals”) from your Account. Withdrawals can be payable to the Account Owner, the Beneficiary, to others, or directly to the Eligible Educational Institution (college, university, etc).

Make Your Request by Telephone

You may request a Withdrawal of up to \$100,000 by phone only if the Withdrawal proceeds will be:

- ▶ Made payable to the Account Owner or Beneficiary
- ▶ Mailed to the address of record
- ▶ Sent to the bank information already on file on your Account
- ▶ Sent directly to the Eligible Educational Institution ONLY if you have identified it on your Account and you have previously authorized that payments be sent directly to such Eligible Educational Institution (see “TIPS” in the next column)

Make Your Request in Writing

You may request a Withdrawal in writing as well. However, your signature would require a Medallion Guarantee stamp if the Withdrawal proceeds will be:

- ▶ Payable to anyone other than the Account Owner or Beneficiary
- ▶ Mailed to an address different from the address of record
- ▶ Sent to your checking or savings account
- ▶ Sent directly to the Eligible Educational Institution (see “TIPS” in the next column)

“Qualified” vs. “Non-Qualified” Expenses

Distributions (or portions thereof) that are used to pay for Qualified Expenses, which are “qualified higher educational expenses”, are exempt from Federal income tax and are not subject to penalty.

Qualified Expenses may include:

- ▶ Tuition and fees
- ▶ Cost of books, supplies and equipment required for enrollment or attendance
- ▶ Some room and board costs (including a program of study abroad approved for credit by the Eligible Educational Institution)
- ▶ Expenses of a special needs beneficiary that are necessary in connection with his or her enrollment or attendance at an Eligible Educational Institution

You must make such determination when filing your tax return in the year following the withdrawal. More information on what may constitute a “Qualified Expense” can be found in the BlackRock CollegeAdvantage 529 Plan Program Description, by speaking with your financial advisor, or by calling the BlackRock 529 Team at **1-866-529-8582**.

TIPS

- ▶ Sending the distribution directly to the school to pay college expenses can be advantageous; including serving as documentation for a qualified withdrawal.
- ▶ **Check with the school**—make sure the address is complete & correct (it may need to state “Bursar’s office”, “Student accounts” etc). The main address may not be appropriate for billing/payments.
- ▶ Allow plenty of time for processing & mailing—waiting until the last minute may cause delays in posting the tuition payment or even class schedule disruptions.
- ▶ Running low on time to make your withdrawal? Give us a call at 1-866-529-8582 and we’ll help you expedite your withdrawal request.

Frequently Asked Questions

Q: What is the easiest way for me to make a withdrawal?

A: If you have questions or are requesting a straight-forward withdrawal (i.e. sent directly to you at the address of record), the easiest way is to call our 529 Team at 1-866-529-8582.

Q: Can I request a withdrawal online?

A: Not at this time. As there can be multiple factors to consider when requesting a withdrawal, requests should be made in writing or via telephone.

Q: Can the Beneficiary request a withdrawal?

A: No, only the Account Owner may request a withdrawal.

Q: How much can I withdraw from an Account?

A: You can withdraw as much as you wish to cover educational expenses* (see above for how much can be withdrawn via telephone and in writing). Please remember to specify the amount you wish “NET”, after any applicable fees, etc.

Q: I want to have the proceeds of the withdrawal sent directly to the Beneficiary's college/university. Can I do that over the phone?

A: You can, but ONLY if you have identified the Eligible Educational Institution on your Account and have previously authorized that payments be sent directly to such Eligible Educational Institution. If not, please make your request in writing.

Q: I have not yet requested payments to be sent directly to the Eligible Educational Institution. What should I do?

A: You must provide your request to us in writing, either using our BlackRock CollegeAdvantage 529 Withdrawal Request Form (see below) or a letter of instruction. Your signature on the form/letter must be accompanied by a medallion signature guarantee (refer to the Program Description for more information).

Q: What is the time frame for processing a withdrawal request?

A: Typically, a withdrawal is processed within 24-hours of our receipt (provided it is received in good order), with mailing time frames of around 3–5 business days. We recommend requesting your withdrawal two weeks prior to any deadline, to allow for mailing times and the possibility of unforeseen delays. We recommend that withdrawals directed to the Eligible Educational Institution and approaching the tuition deadline be sent via overnight mail. This requires the correct street address (no PO Box) and a \$15 overnight fee will be charged.

Q: Where can I obtain your Withdrawal Form?

A: Withdrawal forms are available by calling our 529 Team or on our website at www.blackrock.com/collegeadvantage. Once on the site, select the “Account Resources” pull down menu and then select “Forms & Applications”

Q: Where do I send my Withdrawal request?

A: By mail, please send it to the address listed on the form. You may also fax some requests (those without a medallion guarantee stamp) to our Processing Team at 1-508-599-6054 to expedite your request.



QUESTIONS?

We recommend that you speak with your **Financial Advisor**, who is there to assist you with your financial planning.

You may also call the BlackRock CollegeAdvantage 529 Team at **1-866-529-8582**, Monday through Friday between the hours of 8:00 AM and 6:00 PM Eastern Time.

Additional information about the 529 Program, forms and applications, and other helpful information may be found on our website at www.blackrock.com/collegeadvantage

* For additional information, please refer to the Program Description, or see IRS Publication 970, which may be found at www.irs.gov.