

## Employee Stock Purchase Plan FAQs

**1. What is an Employee Stock Purchase Plan (ESPP)?**

*It is a purchase plan that provides eligible employees the opportunity to acquire a stock ownership interest in the Company through payroll deductions. At Synopsys, shares are purchased every six months at a discount from the purchase date market price. ESPP video link here: [ESPP video](#)*

**2. Who is eligible to participate in ESPP?**

*All regular employees are eligible to participate in the plan, except employees who:*

- normally work less than 20 hours per week, or*
- work less than 5 months per calendar year, or*
- are 5% or greater stockholders of Synopsys, Inc., or*
- are non-U.S. employees working in a country that is not included in the plan due to foreign restrictions or regulations.*

**3. If I'm not a U.S. employee can I enroll in the ESPP?**

*Yes, as long as the country in which you work does not have any restrictions or regulations that prohibit participation.*

**4. When is open enrollment and what are the purchase dates for the Synopsys ESPP program?**

*Synopsys' ESPP enrollment begins in February & August and remains open throughout the respective month(s). The purchase dates occur on the last business days in August and February.*

**5. Can I enroll in Synopsys ESPP anytime?**

*No. The plan does not permit enrollment in the middle of a participation period.*

**6. How do I sign up for the Synopsys ESPP?**

*Synopsys offers online ESPP enrollment and percentage contribution changes. During the month preceding the start of the next participation period you will be notified how to enroll.*

**7. Do I need to re-enroll or sign up for each six-month participation period?**

*No, plan participants will automatically be re-enrolled in the next participation period. Anyone who is currently enrolled in the Synopsys ESPP will automatically be re-enrolled unless he or she elects to withdraw from the plan.*

**8. How do I rejoin the ESPP if I previously withdrew?**

*During the open enrollment period, an employee who has previously withdrawn his or her participation may re-enroll in the current offering by using the ESPP web site. This begins a new two-year offering period.*

**9. When is stock purchased, and at what price?**

*Stock is purchased on the last market day of each participation period (on or about August 31 and February 28) at a price that is 85% of the lower of the fair market value on the participant's entry date into the two year offering period or the fair market value on the semi-annual purchase date.*

**10. How much can I contribute?**

*Through payroll deductions, employees can contribute from 1% to 15% of their compensation (in whole percentages), which includes base salary, commissions, overtime, and most bonuses. Employees can contribute a maximum of \$10,000 per purchase period and purchase a maximum of 4,000 shares.*

**11. Can I change my contribution level?**

*During open enrollment, each participant is allowed to change his or her contribution percentage for the following six-month participation period. Once a new participation period begins, a participant may only decrease his or her contribution percentage one time until the next open enrollment period.*

A participant cannot increase his or her contributions during the six-month participation period. A participant can suspend payroll contributions at any time, which will set his or her contribution percentage to 0% but allow the purchase of shares from the contribution made to date. A participant may also withdraw from the plan. A withdrawal terminates participation in the current offering period; any accumulated contribution will be refunded on the next available paycheck and will not be used to purchase shares.

**12. Does the Synopsys ESPP offer an “immediate sale” program?**

No, for the reason Synopsys encourages employee ownership. The earliest you will be able to trade your new ESPP shares will be the first business day following the purchase date.

**General Information**

**13. How do I contact Shareholder Services?**

Stock Assistance <https://synopsysassist/>  
Telephone Hotline 650-584-1964

**14. Is there a website where I can go for more information on the Synopsys ESPP Plans?**

Synopsys has an internal website called “Synopsys World.” On the homepage click on the ‘Resources’ tab. Under the “Financial Tools and Information” section, click on the link titled - [Stock/Shareholder Services](#). The ESPP link will provide information about the Employee Stock Purchase Plan.

**15. Where do I go to enroll in ESPP?**

Synopsys utilizes the E\*Trade ESPP enrollment site during open enrollment. [etrade.com/enroll](https://etrade.com/enroll) You will need the company ticker symbol: SNPS, your last name, and employee ID # (without the leading zeros) to enroll. Please note this is just the enrollment website. This is separate from activating your E\*Trade account. (Refer to question #16)

**16. Do I need to activate my E\*TRADE account?**

Yes. Within 2-3 weeks after enrollment close, you will receive an email from E\*Trade to activate your Stock Plan account. Unless you were awarded other forms of Synopsys equity (e.g. RSUs or stock options), there will be no activity in the account until the February or August purchase date(s).

**17. What if I did not receive an activation email from E\*TRADE account?**

If you did not receive the activation email from E\*Trade, please go to the following E\*Trade link to activate your account: [etrade.com/activate](https://etrade.com/activate)

**18. What happens if I misplaced my E\*TRADE User ID and password, what can I do?**

For US & Canada participants, please contact E\*TRADE customer service representative at 1-800-838-0908. Non-U.S. employees can find a contact number at the following link:

[https://us.etrade.com/e/t/home/contactus\\_esp](https://us.etrade.com/e/t/home/contactus_esp)