Initial 2014-15 financial aid awards were based on 2013 income and assets, the last year for which complete income information was available. This approach generally works to the advantage of our students and their families since incomes tend to increase from one year to the next. However, if your family's 2014 financial situation is worse than it was in 2013 (for example, if a family member lost employment or encountered unusual medical expenses), you may request a review of your award based on new information covering the 2014 calendar year.

**APPLICATION with TAX DOCUMENTS – Due February 15, 2015**

**FINAL TAX DOCUMENTS – Signed copy due March 15, 2015**

The "Application for Mid-Year Review" should be completed and returned to this office by February 15, 2015. A signed copy of your family's final 2014 federal income tax return and W-2 statements must be submitted along with a copy of Schedules A, E, F or C if filed.

If a final copy of the 2014 federal income tax return will not be available by the February 15 deadline, you must submit a draft copy of the form. Families that submit a draft version of the tax return should write “DRAFT” at the top of the first page. If you submit a draft copy of the tax return, any change in your financial aid will be conditional until the final tax return is submitted to our office. If we do not receive the final return by March 15, 2015, additional aid awarded as a result of the mid-year appeal will be canceled.

Canadian and other international students should submit their equivalent of the U.S. tax return. Canadian citizens should report Total Income in the Adjusted Gross Income field. The form should be completed in U.S. currency and Canadian citizens should use a .95 conversion rate.

Unless there are extenuating circumstances, Princeton will not accept an “Application for Mid-Year Review” after March 15, 2015.

**STUDENT ACCOUNT**

We will make every effort to respond within two weeks to a complete mid-year review application (the completed form and a copy of the tax documents). We need to remind you, however, that University payments are due according to the terms of your contract. If payment is withheld while awaiting our response to your appeal, the student account will be subject to late payment charges. Families who pay on a semester basis and cannot make the full January 17, 2015 payment should contact Maureen Ciambrello in Student Accounts (609-258-6378) to discuss payment arrangements.

If additional aid is awarded as a result of the mid-year review, it will be credited to the spring student account. New aid credits may be directed to an existing Monthly Payment Plan or other educational loan. If all monthly or semester payments are up to date, aid credits may be released at the family's request once the financial aid award has been confirmed with a final copy of the 2014 income tax return.