

**Princeton University** Undergraduate Financial Aid  
Box 591, 220 West College  
Princeton, New Jersey 08542-0591  
Phone: (609) 258-3330; Fax: (609) 258-0336

## **2008-09** **MID-YEAR REVIEW** **INFORMATION**

Initial 2008-09 financial aid awards were based on 2007 income and assets, the last year for which complete information was available at the time of application. 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, in the event your family's 2008 financial situation is worse than it was in 2007 (for example, loss of employment or unusually high medical expenses), you may request a review of your award based on new information covering the 2008 calendar year.

### **APPLICATION and TAX DOCUMENTS**

The attached "Application for Mid-Year Review" should be completed and returned to this office by **March 1, 2009**. A signed copy of your family's 2008 federal income tax return and W-2 statements, including Schedule A if deductions are itemized, must be submitted. Business and farm owners should also submit Schedules C or F of the 1040.

If a copy of the actual 2008 federal income tax return will not be available by the March 1 deadline, we will accept a draft copy. However, any change in your financial aid based on an estimated tax return will be conditional until the actual 1040 is submitted to our office. If we do not receive the return by April 15, 2009, 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 .91 conversion rate.

### **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 21, 2009 payment should contact Maureen Ciambrello in Student Accounts (609 258-6378) to see if a Monthly Payment Plan can be arranged for the second semester.

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 the Monthly Payment Plan or, if all monthly or semester payments are up to date, released at the family's request. However, new aid credits will not be released until the financial aid award is confirmed with an actual copy of the 2008 income tax return.