

### **Financial Aid Forms and Deadlines**

Transmit/mail by:	International Student Financial Aid Application:	Most recent tax forms or employer income certifications:	2007 national tax forms, or employer income certifications, as soon as possible, no later than:
<b>EARLY DECISION</b>			
<i>Fall Option</i>	NOVEMBER 15	NOVEMBER 15	APRIL 15
<i>Winter Option</i>	JANUARY 1	JANUARY 1	APRIL 15
<b>REGULAR DECISION</b>			
	JANUARY 1	FEBRUARY 1	APRIL 15
<b>TRANSFER</b>			
<i>Spring Admission</i>	NOVEMBER 1	NOVEMBER 1	DECEMBER 1 (2006 tax year)
<i>Fall Admission</i>	FEBRUARY 1	FEBRUARY 1	APRIL 15

**INTERNATIONAL STUDENT FINANCIAL AID APPLICATIONS**, which may be obtained from the Colby Web site ([www.colby.edu/admissions/forms](http://www.colby.edu/admissions/forms)) and from Colby's Office of Admissions and Financial Aid, should be returned to Colby with complete copies of parents' **most recent** national tax forms **with translation**. If tax forms are not used in your country, certifications (**with translation**) from parents' employers itemizing all types of income, including wages and other kinds of remuneration and benefits to be received in 2007, are acceptable.

### **Financial Aid Application Instructions**

On all documents, use the best figures available to you and estimate, if necessary, to meet deadlines. Do not leave any answers blank. Enter "0" or "NA" if the question does not pertain to you.

Keep copies of all completed forms for future reference.

Complete copies of 2007 national income tax returns, or employers' certifications (with translation), will be required before financial aid is considered final, and awards may be revised if figures differ substantially, so it is important to estimate carefully.

If either parent is self-employed, documents showing an itemization of income, business expenses, assets, and debts must be submitted.

If you wish to explain any special circumstances that may affect your family's ability to contribute to the cost of education, please send additional sheets to Colby. Exceptional circumstances can be considered only if they are explained and specific dollar amounts are included.

An aid application will be considered only when all requested documents and information have been received. Please be sure to notify us if you have an unavoidable delay. We want to be able to offer you the aid for which you are eligible. Please help us to help you by following instructions and meeting deadlines. If you have questions about documents or procedures, please write, call, or e-mail the Office of Admissions and Financial Aid ([admissions@colby.edu](mailto:admissions@colby.edu)).

Aid will be offered to all admitted applicants who are determined by the College to qualify for assistance and who meet our deadlines for receipt of documents and other required information. Admission decisions and aid decisions will be mailed at the same time, when possible.

\*\*\*Please see definitions on reverse\*\*\*

## **Definitions of Terms and Clarification of Requested Information**

*Please read all of the following.*

The International Student Financial Aid Application should be completed by the student and the parent(s) with whom the student lives. If that household includes a stepparent, the stepparent's information must also be reported. See definitions, below.

### **Definitions**

#### **1. Parent(s)/Custodial Parent**

The parent(s) under whose roof the student lives more than 50 percent of the time. If the student is away at school, the parent under whose roof the student lives more than 50 percent of vacation periods. This is NOT necessarily the same definition used by courts, the IRS, or other agencies when parents are officially separated/divorced.

#### **2. Noncustodial Parent**

If the parents are officially separated/divorced, the biological/adoptive parent with whom the student does not live at least 50 percent of the time; this is NOT necessarily the same definition used by courts, the IRS, or other agencies.

#### **3. Other Income**

All money that is paid into an account that is yours (e.g., that was withheld from your pay and deposited into a retirement, medical expense, or dependent care account), or is paid by another on your behalf (e.g., free housing), or is paid to you and not reported on a national tax return as income (e.g., tax-exempt interest or dividends). Please explain source(s).

#### **4. Income Tax**

The amount of tax assessed by national and local governments after tax adjustment for credits but before reduction for taxes already paid.

#### **5. Current Market Value of Home and Other Real Estate**

The amount for which the property would sell if you were to put it on the market today, NOT the insured, tax assessed, or book (depreciated) value.

#### **6. Investments**

Include stocks, bonds, and trust funds.

#### **7. Money Owed to You**

Money loaned to another person, business, or other entity. This includes the remaining balances on installment sales. Enter the amount still owed to you today.

#### **8. Retirement Funds**

Formal pensions, annuities, and savings plans restricted to use for retirement.

#### **9. Expenses**

Report all amounts paid by you and your family on listed items. Be sure to include amounts covered by income and benefits reported in question 22. If you expect your expenses to change in 2007, please explain the reason and the amount of the change.

#### **10. Annual Support (Question 32)**

Family income and assets: The amount the parent(s)/stepparent with whom the student lives think they can contribute to the cost of education (tuition, fees, room, board, personal expenses, books, and transportation).

Relatives and friends: The amount expected from all other persons, including the non-custodial parent.

Agencies and foundations: List names and amounts for which you've applied from each source.

#### **The most common errors on financial aid applications are:**

- A. Family members' ages omitted from family member listing. This information is necessary in order to calculate family living and sibling(s') education allowances.
- B. Income section incomplete. Be sure to include all types of income and benefits, whether the money was paid to your family, or paid on their behalf. See item 3 above.
- C. Depreciated value of business/rental assets reported as current market value. See item 5 above.
- D. Student's expected resources for cost of education omitted. Complete question 32.
- E. Items requiring explanation not explained. Attach additional sheets for explanations if space in section G is not sufficient.

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