

NJVF LOAN APPLICATION INSTRUCTIONS

(Incomplete applications will not be considered)

The New Jersey Veterinary Foundation each year grants scholarships and loans to veterinary students who are residents of the State of New Jersey. The first priority for granting awards is *need*. The second priority for granting awards is your *year in school* (i.e., fourth year over third year, third year over second year, second year over first year).

Incoming first year veterinary students are not eligible to apply, but are encouraged to apply when they are incoming sophomores/second year students.

INSTRUCTIONS TO APPLICANT

- **A.** Prepare **three** copies of the application:
 - **1.** Send the *original* copy by APRIL 20 to the Scholarship Committee of the NJVF (address above).
 - **2.** Give one copy to the dean's office.
 - **3.** Retain one copy for your own information.
 - 4. Please note that even if you are independent of parental support, your parents or guardians must complete questions 1, 2, 3, and 6 and sign the Parents/Guardian Confidential Financial Questionnaire, and a copy of both sides of the first page of their most recent federal income tax return must be included. If your parents are divorced, we require both of their tax returns.
- B. The application sent to the Scholarship Committee must be accompanied by two or more letters of recommendation who know your character and need. One letter must be from a member of your veterinary faculty and one must be from a veterinarian in the State of New Jersey. All letters of reference should be sent directly to the NJVF. IT IS YOUR RESPONSIBILITY TO BE SURE THAT LETTERS OF RECOMMENDATION ARE SUBMITTED BY THE DUE DATE.
- **C.** Print or type clearly. Any application that is illegible will not be considered.
- Please read the entire application prior to completion. All questions must be answered. If an application is not complete with signature, it will not be considered. THE APPLICATION MUST BE VERIFIED IN TWO PLACES---VERIFICATION OF ACADEMIC STANDING BY YOUR DEAN AND EXISTING INDEBTEDNESS BY YOUR FINANCIAL AID OFFICER. THE PARENTS QUESTIONNAIRE AND COPIES OF THE FIRST TWO PAGES OF BOTH YOUR AND YOUR PARENTS TAX FORM MUST ALSO BE SUBMITTED.
- **E.** THE DEADLINE FOR SUBMISSION OF APPLICATION IS APRIL 20 FOR THE COMING SCHOOL YEAR BEGINNING IN SEPTEMBER. YOUR APPLICATION WILL NOT BE CONSIDERED IF RECEIVED AFTER APRIL 20.
- **F.** The NJVF offers "forgivable" loans. These interest-free loans may be partially or totally forgiven if you return to work in New Jersey after graduation. Please check the space in Section 18 if you would be interested in receiving a "forgivable" loan.
- **G. NO AWARD WILL BE MADE WITHOUT SUBMISSION OF THE FOLLOWING WITHOUT EXCEPTION** (check off when completed):

| 1. | Completed application, signed by you, your Dean and financial officer |
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| 2. | Your Parents/Guardian Confidential Financial Questionnaire |
| 3. | Letters of recommendation from a veterinary faculty member and a New Jersey veterinarian |
| 4. | Copies of both sides of the first page of both your and your parents' most recent federa |