2008 Medical Contribution Assistance Program
Apply by October 5, 2008

Last year we introduced a new program that lowers the amount an eligible employee pays to cover their dependents on the lowest-cost medical plan offered by the university. For the 2008 plan year, we are pleased to offer this program again.

You are receiving this notice and application because you may be eligible for the Medical Contribution Assistance Program, or MCAP. An application form is enclosed with this notice. It includes details on how the subsidy works, what you need to qualify and how to apply before the deadline. Even if you participated in this program during 2007, you must re-apply for 2008.

To Qualify
You qualify for the MCAP if your family’s Adjusted Gross Income (AGI) from your most recent Federal income tax return is $60,000 or less.

If you filed a tax return with the IRS for the 2006 calendar year, your adjusted gross income from your Form 1040 or Form 1040A is the last number at the bottom of page 1 (and the first number at the top of page 2). On Form 1040EZ, adjusted gross income appears on line 4.

To Apply
Use the enclosed enrollment form to apply. Include a copy of your most recent federal tax return. Schedules and itemizations are not required. If you have not yet filed your 2006 tax return, you may submit a 2005 tax return, but you must also send us a copy of your 2006 extension.

If you are married and file separately, or if you have a domestic partner, you must submit copies of their Federal tax return in addition to your return, even if you do not currently cover your spouse or domestic partner on a Stanford benefit plan.

Open Enrollment
We will process your application and notify you before the open enrollment period starts. If you qualify for the MCAP you will be able to see your reduced medical coverage cost when you logon to enroll during open enrollment.

Questions?
Please review the enclosed application form for more information. If you have additional questions, contact Stanford Benefits at (650) 736-2985 or (877) 905-2985.

STANFORD UNIVERSITY
Benefits Department
September 10, 2008