



Education and Advanced Learning

Manitoba Student Aid

401 – 1181 Portage Avenue, Winnipeg, Manitoba, Canada R3G 0T3

Student Name _____ **File #** _____

Date _____

ADDITIONAL ASSISTANCE

If you will not be able to complete this year of study without additional assistance, complete the attached APPLICANT'S CASH FLOW form and return it with all required documentation. Once you have provided our office with the completed form and all required documentation, we will review it and make a decision regarding additional assistance.

If your shortfall is as a result of a change in your situation, such as increased course load or a reduction in your income, there is no need to complete this specific form. Simply provide a signed letter requesting that your file be reassessed and the reason for the request, along with documentation to support your request.

Funds issued based on a cash flow are limited to a maximum of \$3333.00 and can only be issued **once** per academic lifetime.

All information you and your family provide to Manitoba Student Aid is subject to verification and audit.

Information must be received no later than two months before your study period ends; otherwise your application cannot be processed. Manitoba Student Aid may request additional documentation to support the claims made.

Once the required information is received, Manitoba Student Aid will continue processing your application. Processing may take up to five weeks. Funds cannot be released after your study period end date.

Student Advisors are available to work with applicants who have student aid concerns due to family breakdown, budgeting, debt repayment and related issues.

If you have any questions or require clarification, please contact Manitoba Student Aid:

In Winnipeg: 204 945-6321

In Brandon: 204 726-6592

Toll-free (Canada and the USA) 1 800 204-1685.

A TTY Number is available for the hearing impaired at 204-945-8483 (in Manitoba) or 1-866-209-0696 (Canada and the USA).

Mail all required information to:

Manitoba Student Aid

Room 401 – 1181 Portage Avenue

Winnipeg, Manitoba R3G 0T3

Manitoba Student Aid

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APPLICANT'S CASH FLOW

Monthly Resources (while in school)		Monthly Living Costs (while in school)	
Applicant's monthly earnings: Gross \$ _____ Net \$ _____		Rent/Mortgage	\$ _____
Spouse's monthly earnings: Gross \$ _____ Net \$ _____		Property Tax	\$ _____
Employment Insurance Benefits Gross \$ _____ Net \$ _____		Electricity, Heat (natural gas/other)	\$ _____
CPP/Pension Benefits	\$ _____	Telephone/Cell Phone	\$ _____
Workers Compensation	\$ _____	Internet/Cable	\$ _____
Spousal/Child Support	\$ _____	Water	\$ _____
Child Tax Benefit	\$ _____	Food/Groceries/Eating Out	\$ _____
Assistance from Parents (loans)	\$ _____	Clothing/Hygiene	\$ _____
Assistance from Parents (cash gifts)	\$ _____	Gas/Oil/Parking	\$ _____
Training and Employment Services funding	\$ _____	Car/House/Personal Insurance	\$ _____
Other (Specify)	\$ _____	Medical/Dental	\$ _____
		Day Care	\$ _____
		Spousal/Child Support	\$ _____
		Recreation/Entertainment	\$ _____
		Bus Pass	\$ _____
		Other Costs (Specify)	_____
			\$ _____
			\$ _____
TOTAL MONTHLY RESOURCES		TOTAL MONTHLY COSTS	\$ _____
 Other non-monthly Resources:		Debt Payments	PROVIDE CURRENT STATEMENT(S)
Income Tax Refund		Specify Creditor	Minimum
Applicant and Spouse, if applicable \$ _____		Include credit cards, lines of credit, & vehicle payments	Monthly Payment
GST Refunds (Quarterly amount) \$ _____		_____	\$ _____
Bank Balance at start of school: _____ (mm/dd/yy)		_____	\$ _____
account number # _____ \$ _____		_____	\$ _____
account number # _____ \$ _____		_____	\$ _____
account number # _____ \$ _____			
TOTAL RESOURCES			
\$ _____			

What is the additional amount of assistance you require for this study period? \$ _____

The following documentation must be attached:

- A copy of recent pay/benefit stubs. (Indicate if __ weekly __ bi-weekly __ monthly).
- A copy of bank statements from one month before the start of school, including the first day of study, with all utility, rent/mortgage and insurance payments clearly labelled. Statement must include first day of study.
- Documentation of average monthly payments for rent/mortgage and debt payments.
- Documentation for any other type of situation that you wish to be considered.
- A copy of your complete academic history for all years of post-secondary education.

Signature of Applicant

Daytime Phone Number

Date

Signature of Spouse

Daytime Phone Number

Date