



Advanced Education and Training

Manitoba Student Aid

Student Access and Success

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

T 204-945-6321

www.manitoba.ca

Student Name: _____ **File #:** _____

Date: _____

APPLICANT'S CASH FLOW
Request for Discretionary Loan

If you need additional financial assistance to complete this study period, complete and submit this form (along with all **required** documentation) to Manitoba Student Aid (MSA) to request a discretionary loan.

If you are receiving funding from Workforce Training and Employment (WTE) or Employability Assistance for People with Disabilities (EAPD), contact them to request a discretionary loan instead of completing this form.

Funds issued based on an Applicant's Cash Flow form are limited to a maximum of \$3,333.00.

Note:

- Employment and Income Assistance (EIA) recipients are not eligible for discretionary loans.
- If you are already receiving the maximum loan amount, you are not eligible for discretionary loan funding. For more information about the maximum loan amount visit [Frequently Asked Questions](#).

Submit completed form and all required documentation by mail OR email to:

Manitoba Student Aid
401 – 1181 Portage Ave
Winnipeg, MB R3G 0T3

Email: ManitobaStudentAid@gov.mb.ca

Processing may take up to 6 weeks or longer during peak times.

DEADLINE: You must submit all required information *no later than 45 days before your period of study ends*. Funds cannot be released after your study period end date.

All information provided to Manitoba Student Aid is subject to verification and audit.

If you have questions or require clarification, please contact Manitoba Student Aid:
204-945-6321 or toll-free (in Canada and the USA): 1-800-204-1685

Telephone device for the hearing impaired:
204-945-8483 (in Manitoba) or 1-866-209-0696 (in Canada and the USA)
ManitobaStudentAid@gov.mb.ca

Student Name: _____ File #: _____

- A copy of your recent pay/benefit stubs (and your spouse's pay/benefit stubs, if applicable). Indicate if pay/benefit stubs are _____ weekly, _____ bi-weekly, or _____ monthly.
- A copy of bank statements from one month before the start of school with all utility, rent/mortgage and insurance payments clearly labelled. Note: Statements must include first day of study.
- Documentation of average monthly payments for rent/mortgage and debt payments (i.e. credit card, line of credit, vehicle, etc.).
- Documentation for any other type of situation that you wish to be considered.

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

What is the amount of discretionary loan you require for this study period? \$ _____

Signature of Applicant

Daytime Phone Number

Date

Signature of Spouse

Daytime Phone Number

Date