EMERGENCY STUDENT ASSISTANCE APPLICATION

Please complete all parts of this application package in full. Incomplete applications will not be processed.

- Resources available from this fund are limited.
- Loans do not normally exceed $800.
- You must have repaid all outstanding emergency aid from previous academic sessions.
- Consider carefully your ability to repay before you apply.
- Explain clearly why you require emergency assistance.
- You must be enrolled as a full-time student in the current academic session to which you are applying for.
- You must have obtained a passing grade on all courses taken in the previous academic session.
- You must list the name of two next of kin references.
- You must attach all supporting financial documentation (i.e., recent pay stub; notice of assessments; income tax refund; awards/bursaries/scholarship, etc) - clear photocopies accepted.
- Loans are due: August 31.
All fields on this application are **mandatory**. Incomplete applications will not be processed

**Personal Information**

Student No.: ________________________________
Name: ______________________________________
City/Town: ________________________________
Province: ______ Postal Code: ____________
Sessional Telephone No.: __________________
Name of Spouse/Significant Other: ____________
U of M Email: ______________________________
Faculty/Program: __________ Year: ______
Address: __________________________________
Permanent Telephone No.: __________________
City/Town: ________________________________
Province: ______ Postal Code: ____________
Phone No.: ____________________________

**Next of Kin Reference**

Name: _____________________________________ Relationship: __________________________
Address: __________________________________ City/Town: __________________________
Province: ______ Postal Code: ____________ Phone No.: __________________________

**Next of Kin Reference**

Name: _____________________________________ Relationship: __________________________
Address: __________________________________ City/Town: __________________________
Province: ______ Postal Code: ____________ Phone No.: __________________________

Amount of Emergency Assistant Requested: $ ________________

**Reasons for Request** (Provide copies of applicable statements, bills, receipts, estimates, Notice of Assessment, recent pay stub, Income Tax Refund, etc)

____________________________________________________________________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________

**How do you plan to repay these funds within the current academic session?** ______________________

____________________________________________________________________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________

**Please answer ALL of the following questions:**

1. Did you apply through your home province for a student loan? ______
   *If yes, you must provide a photocopy of your provincial need assessment and/or notice of assistance.*

2. Do you own or lease a vehicle? ______
   *List all cars and other vehicles that you or your spouse/significant other own or operate regularly.*
CASH FLOW STATEMENT
Please provide income information for May 1st to August 31st. You may have to estimate some of the figures such as employment income and income tax.

<table>
<thead>
<tr>
<th>Description</th>
<th>Applicant</th>
<th>Spouse (If applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Student Loan (Including applicable grants/bursaries)</td>
<td>$_________</td>
<td>$_________</td>
</tr>
<tr>
<td>Other Awards (Bursaries, fellowships, assistantships)</td>
<td>$_________</td>
<td>$_________</td>
</tr>
<tr>
<td>Child Tax Benefit</td>
<td>$_________</td>
<td>$_________</td>
</tr>
<tr>
<td>Assets (Savings, bank accounts, bonds, stocks, RRSPs)</td>
<td>$_________</td>
<td>$_________</td>
</tr>
<tr>
<td>Other Income (Work earnings, investments, rental, Worker’s Comp, EI, etc.)</td>
<td>$_________</td>
<td>$_________</td>
</tr>
<tr>
<td>Contributions From Relatives (Excluding room &amp; board)</td>
<td>$_________</td>
<td>$_________</td>
</tr>
<tr>
<td>Income Tax Refund (Estimate)</td>
<td>$_________</td>
<td>$_________</td>
</tr>
</tbody>
</table>

TOTAL INCOME: May 1st to August 31st
$_________    $_________

Full Tuition: $________________________  Books and Supplies: $________________________

EXPENSES FOR ONE MONTH

Please provide expense information that applies to you for a one-month period. You may need to estimate variable expenses such as groceries, laundry, clothing, entertainment, etc.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rent/Mortgage</td>
<td>$_________</td>
</tr>
<tr>
<td>Personal Loans</td>
<td>$_________</td>
</tr>
<tr>
<td>Parking</td>
<td>$_________  Include parking at home and at school, if applicable</td>
</tr>
<tr>
<td>Utilities</td>
<td>$_________</td>
</tr>
<tr>
<td>Phone Bill</td>
<td>$_________  Include charges for land line and cell phone</td>
</tr>
<tr>
<td>Groceries</td>
<td>$_________</td>
</tr>
<tr>
<td>Vehicle Insurance</td>
<td>$_________</td>
</tr>
<tr>
<td>Gas</td>
<td>$_________  Include gas paid to carpools and/or friends/family</td>
</tr>
<tr>
<td>Credit Card ($)</td>
<td>$_________</td>
</tr>
<tr>
<td>Laundry</td>
<td>$_________</td>
</tr>
<tr>
<td>Toiletries</td>
<td>$_________</td>
</tr>
<tr>
<td>Entertainment</td>
<td>$_________</td>
</tr>
<tr>
<td>Other</td>
<td>$_________</td>
</tr>
</tbody>
</table>
MONTHLY CASH FLOW

A. Total Income for the Session: $__________________________

B. Net Resources for the Session: $__________________________
   = Total Income – Tuition, Books, and Supplies

C. Monthly Budgeted Amount: $__________________________
   = Line B ÷ the number of months in your current academic session

D. Total Expenses for One Month: $__________________________
   Add all expenses noted on the previous page

E. Budgeted surplus or deficit per month $__________________________
   Line C – Line D

TO BE COMPLETED BY THE APPLICANT UPON APPROVAL

I hereby apply for financial assistance from funds administered by the Financial Aid & Awards Office. I declare that all information given on this application is complete and true in every respect; that I shall be a full-time student for the academic period and course load stated; and the financial assistance is essential to enable me to continue my education. Furthermore, I am aware that the use of this loan for any purpose other than those specified in this application without the written permission of the Director of Financial Aid and Awards will constitute a violation of this agreement, making the loan immediately due in full and making me ineligible for other support or assistance from the University of Manitoba until the loan is repaid. I am aware that this interest free loan is not to be used to pay for tuition costs. I understand that if payment is not made in full by the promised date, or if further arrangements are not made with the Awards Office, a Hold will be placed on my file and my outstanding loan will be turned over to a collection agency for recovery (a Hold placed on a student's file has the effect of cutting off all services from the university; no mark statements, transcripts or letters or permissions are issued, no further registrations are accepted, no library services are approved). I hereby consent to full access of my student records. I will notify the Financial Aid & Awards Office of any change in academic status or in my financial status (or that of my spouse or dependants) during the academic period covered by this application.

Applicant’s Signature: ________________________________ Date: ____________

Loan Approved: ☐ Yes ☐ No Loan Amount: $ ____________

Director, Financial Aid & Awards Signature: ____________________ Date: ____________

NOTES: _______________________________________________________
______________________________________________________________
______________________________________________________________