



**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: \_\_\_\_\_

**SEPARATION NOTICE**

You have advised Manitoba Student Aid that you are now separated from your spouse. As a result, we will review your application for student financial assistance. Please provide the following information:

- 1) Date of separation: \_\_\_\_\_
- 2) Verification of separation (i.e., separation agreement, written statement from one or more independent third party professionals, such as a counsellor, minister etc.).
- 3) If there are children:
  - a) How many children? \_\_\_\_\_
  - b) What percentage of time do you have custody? \_\_\_\_\_
  - c) Will you be receiving spousal/child support/maintenance/settlements? \_\_\_\_\_  
If so, how much? \$ \_\_\_\_\_ Effective Date: \_\_\_\_\_
  - d) Will you be paying spousal/child support/maintenance/settlements? \_\_\_\_\_  
If so, how much? \$ \_\_\_\_\_ Effective Date: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please return this letter with the necessary information and/or documentation. Ensure your file number appears on all information submitted. Provide photocopies. Do not send original documents. They will not be returned.

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

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

Email: [ManitobaStudentAid@gov.mb.ca](mailto: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](mailto:ManitobaStudentAid@gov.mb.ca)