

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Loan Servicer's Name]
[Loan Servicer's Address]
[City, State, Zip Code]

Dear [Loan Servicer's Name or "Loan Forgiveness Department"],

Subject: Appeal for Loan Forgiveness

I hope this letter finds you well. I am writing to formally appeal for loan forgiveness on my federal student loans. My account details are as follows:

- ****Account Number****: [Your Account Number]
- ****Loan Type****: [Federal Direct Loan, FFEL, etc.]
- ****Total Amount Owed****: [Total Amount]

I believe that I qualify for loan forgiveness under [specific program, e.g., Public Service Loan Forgiveness, Teacher Loan Forgiveness, etc.] for the following reasons:

1. ****Eligibility Information****:

- [Explain your employment status, years of service, and how it meets the requirements of the forgiveness program.]

2. ****Supporting Documentation****:

- [List any attached documents, such as employment verification, tax returns, or other relevant paperwork.]

3. ****Personal Circumstances****:

- [Briefly describe any personal challenges or circumstances that may affect your ability to repay your loans, if applicable.]

I kindly request that you review my case for loan forgiveness in light of this information. I appreciate your time and consideration and look forward to a positive resolution. Please feel free to contact me at [your phone number] or [your email address] should you need any further information.

Thank you for your attention to this matter.

Sincerely,

[Your Name]