

[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]

Subject: Application for Student Loan Forgiveness

Dear [Loan Servicer's Name],

I hope this letter finds you well. I am writing to formally apply for student loan forgiveness under [specific program name, e.g., Public Service Loan Forgiveness].

I am currently a borrower with the following loan information:

- Name: [Your Full Name]
- Account Number: [Your Account Number]
- Loan Type: [Direct Subsidized/Unsubsidized, etc.]

[Briefly explain your situation, eligibility for forgiveness, and any relevant details about your employment, education, or personal circumstances.]

I have enclosed the necessary documentation to support my application, including:

- [List any documents you are including, e.g., employment verification, income documentation, etc.]

Thank you for considering my application for student loan forgiveness. I appreciate your assistance and look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]