

Employment Verification Letter

Date: [Insert Date]

[Employer's Letterhead]

[Employer's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

To Whom It May Concern,

This letter is to confirm that [Employee's Name] is currently employed at [Company Name] as a [Job Title]. [He/She/They] has been employed with us since [Start Date] and is a full-time employee working [Number of Hours] hours per week.

In [his/her/their] current position, [Employee's Name] earns an annual salary of [Salary Amount]. This employment status is verified in accordance with the requirements for student loan applications.

If you have any questions regarding this verification, please feel free to contact me at [Phone Number] or [Email Address].

Sincerely,

[Your Name]

[Your Position]

[Company Name]