

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Loan Officer's Name]

[Bank/Institution Name]

[Bank/Institution Address]

[City, State, Zip Code]

Subject: Revision of Loan Application for Education Funding

Dear [Loan Officer's Name],

I hope this message finds you well. I am writing to formally request a revision of my loan application for education funding submitted on [original submission date]. Due to [brief reason for revision, e.g., changes in financial circumstances], I would like to provide additional information for your consideration.

As part of my revised application, I have included [list any new documents or information you are providing, e.g., updated income statements, scholarship information]. I believe these changes will provide a clearer picture of my financial situation and support my need for the requested funding.

Thank you for your attention to this matter. I appreciate your consideration of my revised application, and I look forward to your response.

Sincerely,

[Your Name]