

Financial Aid Loan Application

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Financial Aid Office Name]

[College/University Name]

[Office Address]

[City, State, Zip Code]

Dear Financial Aid Officer,

I am writing to formally request financial aid in the form of a loan to support my education as a part-time student at [College/University Name]. I am currently enrolled in [Name of Program/Department] and have been attending classes since [Start Date]. Due to [brief reason for financial need], I am in need of additional financial assistance to continue my studies.

I have attached the necessary documentation verifying my financial status, including [mention any attached documents like income statements, tax returns, etc.]. I am committed to my education and am working [mention your job or hours worked] to support my studies.

I would greatly appreciate any assistance you can provide regarding my financial aid application. Thank you for considering my request. Please feel free to contact me if you require any further information.

Sincerely,

[Your Name]