

Notification of Change in Student Loan Repayment Status

Date: [Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I am writing to formally notify you of a change in my student loan repayment status. As of [Effective Date], my repayment plan will change from [Current Plan] to [New Plan].

This change is due to [brief explanation of the reason for the change, e.g., financial circumstances, employment status]. I believe that this new repayment plan will be more manageable given my current situation.

Please let me know if you require any additional information or documentation to process this change. I appreciate your assistance in this matter.

Thank you for your prompt attention to this notification.

Sincerely,

[Your Name]

[Your Student Loan Account Number]