

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the repayment plan options available for my student loans. My account number is [Your Account Number].

As I approach the end of my grace period, I would like to understand the various repayment plans offered, including income-driven options, and what steps I need to take to ensure timely payments.

Could you please provide me with detailed information regarding my options, including interest rates, monthly payment amounts, and any potential eligibility criteria?

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]