

Tax Refund Request for Educational Expenses

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Tax Authority Name]

[Tax Authority Address]

[City, State, Zip Code]

Dear [Tax Authority Name],

I am writing to formally request a refund for the educational expenses incurred during the [insert tax year]. I believe I am eligible for a tax refund based on the following qualified educational expenses:

- Tuition Fees: [Amount]
- Course Materials: [Amount]
- Other related expenses: [Amount]

Attached are the relevant documents, including receipts and proof of payment for verification. My Social Security Number is [Your SSN/Tax ID], and my tax return for the year [insert year] reflects these expenses.

I appreciate your attention to this matter and look forward to your prompt response regarding my refund request.

Thank you for your assistance.

Sincerely,

[Your Name]