

Eligibility Inquiry for Loan Forgiveness Program

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Loan Forgiveness Program Office]

[Office Address]

[City, State, Zip Code]

Dear [Loan Forgiveness Program Office],

I am writing to inquire about my eligibility for the loan forgiveness program. I have been a participant in [insert details about your educational program, employment, or qualifying payments] and would like to understand the criteria and processes for applying for forgiveness.

Here are the details pertaining to my situation:

- **Name:** [Your Name]
- **Loan Type:** [e.g., Direct Loan, FFEL, Perkins]
- **Loan Amount:** [Amount]
- **Current Employer:** [Employer Name]
- **Employment Dates:** [Start Date] - [End Date or Present]

Please let me know if there are any additional forms or documentation required to assess my eligibility. I appreciate your assistance and look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]