

# Request for Verification of Education Tax Benefits

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Institution or Company Name]

[Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to request verification of my eligibility for education tax benefits for the tax year [Insert Year]. As a student enrolled in [Program Name] at [Institution Name], I am seeking clarification on the education expenses that may be eligible for tax benefits.

Specifically, I would appreciate your assistance in providing documentation or confirmation regarding:

- The tuition fees paid during the year
- Any qualified education expenses
- The terms of my enrollment and attendance

This information is crucial for me to accurately complete my tax return and maximize my eligibility for the associated benefits. If any additional forms or records are needed from my side, please do not hesitate to let me know.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]