

Request for Recommendation for Student Loan Forgiveness

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Recipient's Name]

[Recipient's Position]

[Organization/Institution Name]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to respectfully request a recommendation for student loan forgiveness under the [specific program name]. As you are aware, I have dedicated my career to [describe your profession or field], and I believe my work aligns with the mission of the forgiveness program.

During my time at [mention any relevant experience or projects], I have strived to [mention your contributions or accomplishments relevant to the loan forgiveness criteria]. I firmly believe that your insight into my [work ethic, character, contributions] would greatly enhance my application.

If you agree to provide this recommendation, I can provide any additional information you might need about my work or the forgiveness program itself. The deadline for submission is [insert date].

Thank you very much for considering my request. I appreciate your support and guidance.

Sincerely,

[Your Name]