

Application for Adjusted Student Loan Payment Plan

Date: _____

Your Name: _____

Your Address: _____

City, State, Zip Code: _____

Email Address: _____

Phone Number: _____

Student Loan Servicer's Name

Student Loan Servicer's Address

City, State, Zip Code

Dear [Servicer's Name],

I am writing to formally request an adjustment to my student loan payment plan. My account number is _____, and I have been experiencing financial difficulties that have made it challenging to keep up with my current payment obligations.

Due to [briefly explain your situation, such as job loss, medical expenses, etc.], I am seeking [specific type of adjustment, e.g., lower monthly payments, extended repayment period, etc.]. This adjustment would provide me with the necessary relief to manage my finances effectively while continuing to honor my commitment to repay my loan.

Attached are the documents that support my request, including [list any supporting documents, e.g., income statements, unemployment letters, etc.]. I appreciate your consideration of my request and look forward to your prompt response.

Thank you for your time and understanding.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]