

# Loan Overpayment Refund Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Loan Servicer's Name]

[Loan Servicer's Address]

[City, State, Zip Code]

Dear [Loan Servicer's Name],

I hope this message finds you well. I am writing to formally request a refund for an overpayment made towards my student loan account ([Your Loan Account Number]). Upon reviewing my payment history, I discovered that I have made excess payments totaling [Amount of Overpayment].

I kindly ask that you process a refund of the overpaid amount at your earliest convenience. Please let me know if any further documentation or information is required to expedite this request.

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

Sincerely,

[Your Name]