

Financial Aid Application Clarification Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Financial Aid Office Contact Name]

[University/College Name]

[Office Address]

[City, State, Zip Code]

Dear [Financial Aid Office Contact Name],

I hope this message finds you well. I am writing to request clarification regarding my financial aid application submitted on [insert submission date]. I appreciate the assistance provided by your office, and I want to ensure that I have provided all necessary documentation and information for a complete review.

Specifically, I would like to understand [insert specific issue or question about your application]. If there are additional documents or information needed from my side, please let me know, and I will provide them as soon as possible.

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

Sincerely,

[Your Name]