

SAMPLE 15-YEAR REPAYMENT SCHEDULE REQUEST LETTER

To Whom It May Concern:

I am writing to request that my federal student loan repayment term be changed to a 15-year repayment schedule. I am a participant in a loan repayment assistance program, which bases its benefits on a 15-year repayment schedule. If my repayment schedule deviates from this requirement, I will not receive the full amount of benefit for which I am eligible. As an attorney working in the public interest, my participation in this program is essential to enable me to continue my work. Therefore, please adjust my repayment schedule to 15 years.

If you have any questions regarding my request, please contact me at

Thank you in advance for your assistance.

Sincerely,