

Deferment Letter

Date

Graduate Name                      Loc                      Std#  
Address  
City, State, ZIP

Dear Student:

Enclosed please find the application to request deferment of payment on your federal student loan(s). After you have completed and signed the application, please return it to me.

After I receive your deferment application, I will verify that all sections have been properly completed, and I will forward the application to your loan servicer for processing. If the application is incomplete, I will contact you by telephone.

Please note – The deferment does not become effective until after the loan servicer approves your application. It is important, therefore, for you to keep up your loan payments until your deferment is approved.

If you have any questions, please contact me at (XXX)XXX-XXXX. I look forward to receiving your signed, completed deferment application.

Sincerely,

Your Name  
Financial Aid Administrator