

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Phone Number]
[Your Email Address]

[Date]

[Loan Servicer Name]
[Loan Servicer Address]
[City, State, Zip Code]

Re: Student Loan Deferment Request
Account Number: [Your Account Number]

Dear Customer Service Department,

I am writing to formally request a deferment of my student loan repayments. I am currently unable to make my scheduled monthly payments due to [reason for deferment, e.g., returning to school, economic hardship, unemployment, or military service].

I am requesting that the deferment begin on [Start Date] and continue until [End Date]. During this period, I understand how interest may accrue depending on my specific loan type.

Attached is the required documentation to support my eligibility for this deferment, including [list documents, e.g., proof of enrollment, termination letter, or financial statements].

Please review my account and notify me in writing if my request has been approved or if you require additional information. I look forward to your confirmation that my repayment schedule has been adjusted.

Thank you for your assistance with this matter.

Sincerely,

[Your Signature]

[Your Printed Name]