

Sample Communications to Support Direct Loan Processing

Student Visa Application Documentation

We understand that students from the U.S. who attend foreign schools must provide documentation of the estimated federal student loans they will receive when they submit their student visa applications. While dependent on each country's requirements, a student may need documentation of his or her estimated Direct Loan funding before a foreign school begins processing Direct Loans via our systems/websites.

Most schools will be able to handle visa documentation requests through their already established processes and procedures for determining estimated student eligibility. However, we have developed the sample letter that schools may use and adapt per their country's student visa requirements. The sample text has been written as generally as possible to cover the widest range of school and borrower needs. In some cases, the school may need to modify the sample text to reflect its processes and procedures.

Sample Estimated Direct Loan Information Letter for Student Visa Applications – This text provides documentation of a student's estimated Direct Loan funding for submission with the student's visa application. Depending on each country's student visa requirements, the text may need to be modified to ensure that all required information is included.

Sample Direct Loan Information Letter for UK Student Visa Applications – Schools located in the United Kingdom (UK) have worked with the United Kingdom Border Agency (UKBA) to develop a sample letter that meets the UKBA's student visa requirements. All UK schools should use this sample to prepare documentation letters for U.S. students. The UKBA has approved and will only accept documentation letters that mirror this sample. Schools located in other countries may also use and adapt this sample letter.

We have posted the sample communications on the right side of the [Foreign School Information Web page](#) under the "Sample Communications" section. The samples are posted in Microsoft Word format.

If a school is unsure how to handle a visa documentation request, contact the Foreign School Team at fsa.foreign.schools.team@ed.gov or 202-377-3168 for additional assistance.