



Thanks for contacting us about our cosigner release process.

To apply and be evaluated for cosigner release on your eligible loan(s), please complete the following steps:

1. Review the checklist on the next page for our eligibility requirements. If everything checks out, complete the application (in its entirety) and sign the form.
2. Once everything is filled out, **upload** your application and any required documentation to us by **logging in** to your online account at salliemae.com. Then, head to the **Forms** page. Next, click **Secure Document Upload** and select **Cosigner Release**.

Please allow up to 30 days for us to process your application & be sure to save a copy for your records.

If you think of any questions, call us at 833-618-0662. You can leave a voicemail and a specialist will return your call as soon as they can.

Sallie Mae Customer Care

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Cosigner Release Application Eligibility Checklist

To save you some time, we put together a checklist of our basic eligibility requirements. This will help you determine if you meet the basic requirements to apply for Cosigner Release. The full list of requirements can be found on page 4, and you can also visit salliemae.com/cosignerrelease for more details.

- Yes No I graduated and/or completed my certificate program.
- Yes No I'm old enough to enter a legally binding contract where I live.
- Yes No I'm making payments on time for all of my Sallie Mae loans and haven't been 30 or more days past due in the last 12 months.
- Yes No I've made 12 principal and interest payments* or made a lump sum payment equal to that amount.
Interest only or \$25 fixed payments made while you were in school, separation, or grace period(s) do **not count towards this requirement.*
- Yes No None of my student loans are currently enrolled in a hardship forbearance or modified repayment program nor have they been in the last 12 months.

If you answered **Yes** to everything listed above, complete the application and submit any applicable documents listed in the Documentation Requirements section. You can upload this information to us right through your online account at salliemae.com. The upload instructions are listed on page 1.

If you answered **No** to one or more items, we'll need you to meet those basic eligibility requirements in order for us to consider your request in the future.

Documentation Requirements

- Yes No Did you complete and sign the application?
- Yes No Do you have proof of graduation or completion of your certificate program?
- Yes No Do you have proof of your income?
- Yes No Did you include proof of citizenship or permanent residency (if applicable)?

Proof of graduation or certificate program examples: A copy of your diploma and/or certified transcript showing the degree/certification awarded for the loan(s) on which Cosigner Release is requested.

Proof of income examples: A copy of your most recent W2 **and** current paystub issued within the past 60 days, your most recent tax return **and** a current paystub issued within the past 60 days, or your Social Security income/disability award letter(s).

Proof of permanent residency example: A clear copy (front **and** back) of your unexpired Permanent Resident Card. If your Permanent Resident Card has expired, please also send documentation proving the extension.

Note: These are just some common document examples and don't reflect the full list of acceptable documents. Please contact us if you have any questions.

Cosigner Release Application

Downloaded from salliema.com

Full Name: _____

Date of Birth: _____ SSN/ITIN/Customer Identification Number (CIN): _____

Address: _____

Employer's Name: _____ Start Date (MM/YY): _____ Your Total Annual Income**: _____

** You do not need to reveal alimony, child support or separate maintenance income if you do not wish to have it considered as a basis for loan repayment.

Best contact phone number: _____

Are you a U.S. Citizen or a Permanent Resident? _____ US Citizen _____ Permanent Resident

If you were an international student at the time you applied for your student loan(s) and have since become a U.S. Citizen or a Permanent Resident, please provide documentation stating such.

Please list the 16-digit Loan Number(s) you're looking to release your cosigner(s) from:

1) _____ 4) _____

2) _____ 5) _____

3) _____ 6) _____

By providing my signature:

- I have read and understand the full requirements for cosigner release and the important reminders outlined on page 4.
- I declare all the information in this application is true and complete to the best of my knowledge.
- I understand and agree that Sallie Mae may obtain my consumer credit report in connection with this application and that upon my request to Sallie Mae, I will be informed of whether a report has been requested, and if so, the name and address of the consumer reporting agency that provided the report.
- I am providing my permission to Sallie Mae to share the decision on this application with my cosigner(s).
- I understand and agree that is my cosigner(s) is released in connection with this application:
 - I am not released from my loan obligation(s) by Sallie Mae Bank and, if applicable, any other entity that currently owns my loan(s).
 - I am hereby ratifying my loan obligation(s) freely, voluntarily, and without duress in exchange for agreement from Sallie Mae Bank and, if applicable, any other entity that currently owns my loan(s) to release my cosigner(s). In doing so, I agree to follow and fulfill all my obligations in the Promissory Note(s) of my loan(s).

Borrower Signature

Date

Ohio residents: The Ohio laws against discrimination require that all creditors make credit equally available to all credit worthy customers, and that credit reporting agencies maintain separate credit histories on each individual upon request. The Ohio civil rights commission administers compliance with this law.

Cosigner Release Application Requirements

The full list of requirements for Cosigner Release is listed below. Please keep in mind, your request will only be considered if the following requirements are met at the time your application is submitted.

- I can provide proof of graduation or completion of a certificate program. Acceptable documents include a copy of my diploma and/or my transcript(s) showing the degree/certification awarded for the loan(s) on which cosigner release is requested.
 - *Don't send original copies as they will **not** be returned.*
- I'm old enough to enter a legally binding contract where I live.
 - *The is age 18 in all states except Alabama (19), Nebraska (19), and Puerto Rico (21).*
- I'm a U.S. Citizen or a Permanent Resident at the time my request is submitted. If my status changed since I applied for the loan(s) in question, I am providing proof of citizenship or permanent residency.
- All of my loans serviced by Sallie Mae are current at the time of application review and have not been 30 or more days past due within the last 12 months.
- I have demonstrated a satisfactory payment history on each loan requested for release by pre-paying an amount equal to the required 12 principal and interest payments* or by making the required 12 on-time principal and interest payments.
 - **Interest only or \$25 fixed payments made while you were in school, separation, or grace period(s) do **not** count towards this requirement.*
- I have had no student loan(s) in a hardship forbearance or modified repayment program for the 12 months before applying.
- I can submit a signed and fully completed application.
- I can provide proof of my income such as my most recent W2 **and** current paystub issued within the past 60 days, my most recent tax return **and** a current paystub issued within the past 60 days, or my Social Security income/disability award letter(s).
- When the cosigner release application is processed, I must demonstrate the ability to assume full responsibility for repayment of the loan(s). I must also pass a credit review that demonstrates a satisfactory credit history, including, but not limited to, no bankruptcy, foreclosure, student loan(s) in default, or 90-day delinquencies in the last 24 months.

Important Reminders

- Only open and active loans will be considered for Cosigner Release.
- I may need to submit additional information and/or documentation for evaluation.
- If I am approved and if my cosigner is currently enrolled in auto debit, the loan will be removed from the auto debit program at the end of the billing period in which the release request is approved.
- Approval of my request is at the discretion of Sallie Mae Bank and, if applicable, any other entity that currently owns my loan(s).

Please be aware that requirements are subject to change.

The Massachusetts Student Loan Ombudsman assists Massachusetts borrowers who have tried unsuccessfully to resolve a problem through customer service offices. You can contact the Massachusetts Student Loan Ombudsman at www.mass.gov/ago/studentloans.