

Refund Request Form



Only complete this form if you've made a repayment to your student loan in a previous tax year but your income was below the annual repayment threshold.

Full name:

Customer Reference Number:

National Insurance number:

Date of birth:

What you need to do

- 1) Confirm what tax year you believe you're due a refund for
- 2) Confirm that you've taken all actions to get your refund
- 3) Return your completed form by email to below_threshold_refunds@slc.co.uk

What tax year is your refund for:

2022-23

2021-22

Other - please provide details below

If you think you might be due a refund for the 2023-24 tax year you will have to wait until the end of the tax year, April 2024, before you can get that money back.

I can confirm I've done the following:

I've checked www.gov.uk/guidance/previous-annual-repayment-thresholds to confirm that my annual income was below the repayment threshold before completing this form.

I've checked my bank details and contact details are up to date at: www.gov.uk/sign-in-to-manage-your-student-loan-balance before completing this form.

What happens next

After you've emailed your form, you'll get an automatic response to confirm we've got it. This'll also confirm how long it will take us to pay your refund. If we need anything else from you we'll contact you. You don't need to call us about your refund.