*[Company Name]* would like to announce the addition of an innovative new employee benefit to its benefits package, **Student Loan Repayment** **Program** through BenefitEd. This benefit program administered by BenefitEd will allow eligible employees the opportunity to receive a monthly contribution of *[contribution amount]* toward student loans, in their name, to assist in the reduction of their debt burden. *[Company Name]* knows a student loan debt can be overwhelming and is committed to assisting their employees pay down this debt through these monthly contributions. That being said we encourage employees to continue to make their minimum monthly payment in a timely fashion and allow this contribution to be in addition. This will best assist in paying down the debt faster.

Enrollment for this benefit will begin [date], on that date BenefitEd will send out enrollment emails to eligible employees. Information that will be needed during enrollment is as follows:

* Employee ID
* Student loan servicer name
* Student loan servicer physical payment address
* Student loan account number

If enrollment is complete on or before the 10th of the month the first contribution will be sent to your student loan servicer on the 6th business day of the following month. If enrollment is complete on or after the 11th of the month the first contribution will be sent to your student loan servicer on the 6th business day of the month after the following.

For any questions regarding this benefit please contact BenefitEd’s customer service team at [support@youbenefited.com](mailto:support@youbenefited.com) or 844-358-5707.