SMARTWORK

State Employee Student Loan Repayment Plan (SLRP) Document Checklist

**This Checklist is only for employees accepted into SLRP prior to July 1, 2021
The program is closed to new applicants**

Request Repayment Checklist

1. **Request for Repayment Form: Submitted at the conclusion of each repayment interval** Email SmartWork.SLRP@maryland.gov if you need another Request for Repayment Form
2. Lender Documentation: Only payments made during repayment interval are eligible for repayment Proof of qualifying educational loans must be in the employee's name
3. Proof of School/College Attendance: If not previously submitted Acceptable documents include: a transcript, grade results, or any official document from the school or lender indicating the student's name and the school's name.

Electronic Document Submission Is Preferred

Repayment Documents May Also Be Mailed to the Following Address:

Student Loan Repayment Plan
301 W. Preston Street, Room 608
Baltimore, MD 21201

If you have any questions about the application process, please email SmartWork.SLRP@maryland.gov