

Deferral Request Form

Students who wish to defer admission or plan to leave school for longer than one semester, but no more than one academic year must formally submit their request using this form (if you plan to take only one semester off, you should instead register for NURS 777, a no-credit, no-tuition option). Students with an approved deferral need not apply for readmission as a new student when they return; however, they must notify the Office of Student Services in the School of Nursing the term prior to restarting the program so they can be reactivated.

Deferrals are granted for up to one academic year only on a space-available basis. The student must complete the program requirements in place at the time he/she re-enters the program.

Completion of this form does not cancel any registrations. If registered for a current or future term, you must cancel your registration. Failure to do so will result in billing and assigned grades for that term. Depending on the circumstances, a student may file a Tuition Refund Appeal with the Office of the Registrar. Submitting an appeal form does not guarantee reversal of charges.

To fill in this form electronically, place the text tool in a field and type. Print the completed form to add the required signatures. Submit the form with student and advisor signatures to: U of MN School of Nursing, Office of Student & Career Advancement Services, 5-160 Weaver-Densford Hall, 308 Harvard Street SE, Minneapolis, MN 55455, fax: (612) 625-7727.

UM ID Name (last, first)

Phone number Email

Term deferral/leave begins Semester of return

Current program

Reason for request *(use additional sheet if necessary)*

Student Signature _____ Date _____

Advisor Signature _____ Date _____

FOR OFFICE USE ONLY

Approved
 Not Approved _____ Date _____
 Program Director

Approved
 Not Approved _____ Date _____
 Chair, Graduate Admissions & Progression Committee

Comments: _____
