

Section:	V.3.9	
Title:	Deferral of Acceptance	
Effective Date:	September 27, 2017	
Approved By:	Director of Admissions	
Responsible Unit:	Undergraduate Admissions (609) 771-2131; tcnjinfo@tcnj.edu	
Related Documents:	<ul style="list-style-type: none"> • Admissions Mission Statement and Guiding Principles • Scholarship Policy 	
History:		
<u>Version</u>	<u>Date</u>	<u>Notes</u>
2.0	September 27, 2017	Reviewed; no changes made
1.0	June 27, 2011	New policy; Initial Release

I. INTRODUCTION

The Office of Admissions grants deferrals to entering students admitted for the fall semester who encounter unique personal situations. Students needing to defer must provide valid reasons for requesting a deferral. Students interested in enrolling at another accredited college may not defer but are welcome to pursue our transfer process.

II. DEFINITIONS

Deferral of Acceptance: Allowing a freshman or transfer student admitted for a particular term to enroll for a future term.

III. POLICY

- I. After thorough review, Admissions will grant a deferral of acceptance for one semester or up to a maximum of one year. Thereafter, the applicant must reapply for admissions.
 - a. In rare instances, a deferral may be granted for a period of more than two semesters at the discretion of the Office of Admissions.
 - b. Admitted transfer students will need to have their deferral request approved by both the Office of Admissions and the academic department to which they

were admitted.

II. Deferral Process

- a. A Deferral of Acceptance request must be submitted in writing
 - i. The request must include an explanation of the reasons for the deferral, as well as details regarding the student's plans during the semester in which they will be out of school.
- b. Once the deferral request has been reviewed, notification of an official decision will be mailed to the applicant's address on file.
- c. Approved deferral candidates must submit their non-refundable enrollment deposit.
 - i. Amount specified in their acceptance letter
- d. Prior to the beginning of their new term, an updated acceptance packet will be forwarded to the deferred student with appropriate deadlines and additional deposit expectations.

III. Deferral requests for accepted students on Active Military Duty are always honored.

IV. Conditions for all deferrals:

- a. Deferred students do not need to submit another admissions application.
- b. Final transcripts certifying completion of a high school degree and/or current academic program must be submitted.
- c. Enrollment in any college or college-bearing courses will invalidate the deferral unless approved by the Director of Admissions.
 - i. In extraordinary circumstances, students may take up to two college courses during their deferral period.
 1. A minimum cumulative GPA of 3.0 must be attained in those courses.
 2. Official transcripts must be received by Admissions for these courses.

V. Scholarship criteria are specific to each academic year. Students deferring for one year will be reevaluated for scholarship consideration based on the scholarship requirements for that entering year.

- a. Students deferring from the fall to the spring semester are able to retain the scholarship granted in their original acceptance letter.