

Request to Defer Admission Form

Graduate & Post-Baccalaureate Diploma Programs

St. Francis Xavier University recognizes that after being admitted some applicants experience circumstances that may warrant a request to defer admission. If you are unable to start in the term you were admitted, you may be eligible to defer your acceptance, on a **one-time only basis**, to a future term up to a maximum of one year from your original start term.

Please note that for September 2020, due to COVID-19, our deferral policy will be as accommodating as possible to support our incoming students. Deferral requests for students impacted by COVID-19 could include significant financial hardship, inability to travel, or other extenuating circumstances.

Last Name	
First Name	
Middle Name:	
Student ID:	
Email:	
Program:	

Are you an international student? Yes No

Name of admissions agent (if applicable):

Deferral Options by Program:

Masters of Applied Computer Science

I would like to defer my admission to *(select one option only)*: January 2021 September 2021

Masters of Arts or Masters of Science

Contact gradstudies@stfx.ca to discuss deferral of funding packages with the Associate President- Research and Graduate Studies

Post-Baccalaureate Diploma in Artificial Intelligence

I would like to defer my admission to September 2021 **January intake not available*

Post-Baccalaureate Diploma in Enterprise IT Management

I would like to defer my admission to *(select one option only)*: January 2021 September 2021

Additional Information:

To support your request for a deferral, please provide a brief description of the reasons and circumstances that require you to defer (financial, study permit issues, etc.). Please include an outline of your intended activities during the period of your deferral (between now and when you plan to begin studies at StFX):

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I have met the following criteria (please check each box to confirm):

I have been accepted to StFX and have paid the confirmation fee

I have submitted a final, official transcript and met the conditions of my offer of admission

I will not complete any secondary or post-secondary education during the period of deferral

OR

I intend to complete post-secondary education and will submit final transcripts upon completion. Please name where you intend to study:

What's next?

- The confirmation fee paid will be transferred to your account for the following year. (Confirmation fees are non-refundable.)
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- Residence deposits are refunded before June 1; after June 1 the deposit will be transferred to the next year. Please note that no refund will be issued if you decide not to attend next year.
- You will receive confirmation via email regarding your deferral request.
- If approved, you will receive a new offer of admission for the new entering term. Deferrals for September 2021 will be issued in October, and deferrals for January 2021 will be issued on an ongoing basis. You will be required to confirm acceptance of your new offer, however no fee will be charged. International students will require this new offer of admission to obtain a study permit.
- If the request is not approved, the student file will remain active unless the student notifies Admissions of their intention to withdraw the application.

Deferral of Residence

- A deferral of residence can be made for up to one year. The \$400 deposit will remain on your account to hold the room for the following academic year. Please notify James Tobin, Manager of University Housing at residence@stfx.ca if you wish to choose this option.

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The deadline to defer your admissions is August 10, 2020. Please send the completed form to emoore@stfx.ca

I accept that if in reading and completing this request form, I knowingly or carelessly provided untrue or incomplete information that the deferral approval may be withdrawn.

Signature: _____

Date: _____