



Admissions Deferral Form

Office of the Registrar
 University of Northern British Columbia
 3333 University Way, Prince George, BC V2N 4Z9
Telephone: (250) 960-6300 **Facsimile:** (250) 960-6330
E-mail: admissions@unbc.ca
World Wide Web: www.unbc.ca

Student #																			Date of Birth	DD/MM/YYYY																
Last Name																		Telephone #				-														
First Name																		E-mail (UNBC)	@unbc.ca																	
Middle Name																		E-mail (Alternate)																		

IMPORTANT INFORMATION

- Please allow 5 to 7 business days for processing.
- Deferral requests are only available within the same academic year (eg. September, January, and May semesters)
- Admission deferrals are not available for any competitive entry programs (eg. BHSc, BAS, Education, BSW, Nursing).
- **International Students** – deferral requests can only be made if the \$7500 (CDN) admission deposit has been made

Fee Paid
<input type="checkbox"/>
\$17.85 (Domestic)
\$38.25 (International)

PLEASE INDICATE THE SEMESTER for which you would like to defer to:

September _____ Year
 January _____ Year
 May _____ Year

Signature of Student

Date

FOR OFFICE USE ONLY	OFFICE USE ONLY	DATE RECEIVED
	<input type="checkbox"/> Processed <input type="checkbox"/> Student Notified	

Undergraduate Deferral Policy

If you have applied and cannot attend the semester entered on your application form, you can request a deferral within the same academic year. The academic year runs from September (Fall) - Winter - Spring to Summer Intersession (July).

If approved, the Deferral fee must be paid in order to process changes to the application. The fee will be charged again if the applicant would like to defer their application a second time, (e.g. From Fall to Winter, and then Winter to Spring). The applicant must reapply if they wish to be considered for a future academic year.

Application deferral refers to a student request that their application for a particular semester be moved and considered for a future semester, for example, a September 2021 application be moved to January 2022. This could be because of many reasons causing the student to not be able to attend the semester they originally applied for.

- Deferrals may be requested at any time after application before the end of the add/drop period of each semester. Applications are considered closed at the end of the add/drop period.
- Deferrals are not granted to applications that are assessed and denied admission. These are considered closed.
- **Applies for applicants with complete and positive admit decisions for non-competitive programs within academic year.** Students with an incomplete application should contact their admissions officer for options.
- Deferrals may only be granted **within the same academic year** (Fall 2020 application may be deferred to January 2021 or May 2021 but not Fall 2021. May 2020 semester application may not be deferred to Fall 2020 because it is a new academic year)
- This process only applies to non-competitive programs.
- International applicants are strongly advised to refer to CIC's processing timelines before they apply in order to determine for which semester a study permit may be feasibly attained.

Domestic Deferral Fee - \$17.85

International Deferral Fee - \$38.25