**Technological University Dublin**



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| SECTION B – OFFICE USE ONLY | |
| Student Services Signature: | Date: |

Application to Defer Studies

* This form does not apply to applicants who have been offered a place in first year through the C.A.O. and who have not yet registered with TU Dublin. These students must defer their place by contacting TU Dublin's Admissions Office.
* The closing date for deferral applications from full-time undergraduate students is the 31st May annually.
* Students are responsible for submitting the completed form to a Student Service Centre.
* This form must be completed in full and must be signed by the student and an academic prior to submission.
* The date on which the completed form is submitted to a Student Service Centre is recorded as the official date of deferral in TU Dublin. Retrospective notification will not be accepted (except where medical evidence is submitted).
* Any unpaid fees at time of deferral will be carried forward and added to the fee liability for the next academic session.
* Non EU Students who defer during any point of Academic Year ARE NOT eligible for refund of fees. Fees paid will be carried forward to year of re-entry to Programme. Amount carried forward is dependent on date student deferred.
* For more information on deferrals and how they affect future fees please go to

<https://www.tudublin.ie/programmedeferral>

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|  | SECTION A  PERSONAL DETAILS |
| Student Number: | Student Name: |
| Date of Birth (Day/Month/Year): | Telephone Number: |
| Personal Email: |  |
| Programme Name: |  |
| Programme Code: | Year (1, 2, 3 etc.) |
| Academic Session (e.g. 2018/19) / \_ | |

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| Have you already registered for this Academic Session? | Yes |  | No |
| Are you a Non EU student? | Yes |  | No |

Reason for Deferral: (Please tick where appropriate)

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| Medical (Medical certificates should be attached to this form) |  |  |  |
| Work Commitments |  | Travel |  |
| Postgrad Application Granted Deferral |  | English Language Problems |  |
| Financial |  | Programme too difficult |  |
| Year out |  | Maturity Concerns |  |
| Personal Reasons |  | Delayed Appeals Process |  |
| Family Commitments |  | Student Visa Not Granted |  |
| Not stated |  | Apprenticeship Offer |  |
| Maternity |  | FAS Programmer Offer |  |
| Other Reason Please State: | | | |

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| Student Signature: |  | Date: |
| Authorised by: |  | Date: |
| Head of School / Assistant Head | | |

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| Fees Paid: | € |  |  |  |  |
|  | € | Banner statues set to | DI | DA | DS |
| Fees Due: | € |  |  |  |  |

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| Approved / Noted at College Executive Meeting held on: | Date: |
| Signed: |  |