



Graduate School Deferral of Admission Policy	
Responsible Official: <b>Provost</b>	Responsible Office: <b>Graduate School</b>

### Policy Purpose

This policy specifies when a student may request a deferral of admission to the Graduate School.

### Policy Statement

An offer of admission to the Graduate School is made for a specific term or part of term. A student may request one (1) deferral of admission per program. The student must file the admission deferral form five (5) or more business days before the first day of classes of the term or part of term to which the student was originally offered admission. A deferral of admission cannot extend beyond one year from the date of the original term or part of term to which the student was admitted. For example, if a student is offered admission to a Fall term and requests a deferral, the student must enroll no later than the next Fall term.

Requests for deferral of admission will be reviewed by the graduate program coordinator who will recommend to approve or deny the request. The Dean of the Graduate School or designee will review the request and approve or deny it. The decision of the Dean of the Graduate School is final.

If the deferral is approved, the student is responsible for reapplying for any scholarships, financial aid, graduate assistantships, or other opportunities that were offered related to the original admission. A request for deferral submitted after the deadline set in this policy for the term or part of term will not be accepted. If a deferral is denied, the student may reapply to the program.

Accommodations to this policy may be granted in the discretion of the Dean of the Graduate School.

Authority: T.C.A § 49-8-203

Previous Policy: Deferral of Admission to Graduate Program

## Defined Terms

*A defined term has a special meaning within the context of this policy.*

N/A

## Policy History

### Effective Date

- a. Initial: February 23, 2018
- b. Revised: March 18, 2024

## Procedure

### I. Student Responsibilities.

To request a deferral of admission, a student completes the admission deferral form before the deadline of the first day of classes of the original admission term or part of term.

### II. Graduate Program Coordinator.

The graduate program coordinator reviews the form within one week of receiving it and makes a recommendation.

### III. Graduate School.

The Dean of the Graduate School or designee reviews the form and makes a final decision. The Graduate School notifies the student of the decision.

## Procedure History

### Effective Date

- a. Initial: February 23, 2018
- b. Revised: March 18, 2024

## **Related Form(s)**

Admission Deferral Request Form

## **Scope and Applicability**

Primary:

Secondary: