**National Sun Yat-Sen University**

**Request Form for Admission Deferral**

File #:　　　　　　　　　　　　　 Application Date (YY/MM/DD):

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Name |  | | Date of Birth |  | Admission Academic Year |  | |
| Department/  Institute |  | | | | □Bachelor □Master □Doctoral | | |
| Previous Degree Information | Degree type: | | | | Major: | | |
| Institution: | | | | Graduation Date: | | |
| Reason for Requesting Admission Deferral |  | | | | | | |
| Deferral Period  (Please select one) | * From the First Semester of Academic Year 20YY-20YY (☐ One Semester / ☐ One Academic Year) * From the Second Semester of Academic Year 20YY-20YY (☐ One Semester / ☐ One Academic Year)   Expecting to enroll in the \_\_\_\_\_\_\_\_Semester \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Academic Year | | | | | | |
| Contact  Information | Phone: E-mail:  Mailing address: | | | | | | |
| Deferral Certificate Delivery | □ Pick-up in person　　 **Sign here in receipt：**　　　　\_\_\_  □ By post (Please attach a self-addressed stamped envelope) | | | | | | |
| Applicant’s Signature | * Applicant * Authorized Representative   (Authorization Letter Attached) | | | | Parent/ Guardian’s Signature  （Under 18yrs only |  |
| Required Documents | □Copy of diploma of previous degree  □Copy of admission letter  □Copy of passport | | | | | | |
| Department Chair | | Registration Division, Office of Academic Affair | | | | | |
| Authorized Officer | | | Director of the Division | | |
|  | |  | | |  | | |

Process: Department Chair → Registration Division, Office of Academic Affairs (Rm6007, 6th fl. Administration Building)

Last Updated: March 2025