

## Example Acceptance Letter for College Admission Deferral

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[Date]

Office of Admissions  
[College/University Name]  
[College Address]  
[City, State, ZIP Code]

Dear Admissions Committee,

I am writing to formally accept my admission to **[College/University Name]** for the Class of [year]. I am truly honored to have been offered a place and am grateful for the confidence you have shown in my abilities.

However, I would like to respectfully request a deferral of my enrollment until the [Fall/Spring] term of [deferral year]. [Briefly state your reason(s) for requesting a deferral, e.g., "I have been offered an internship opportunity relevant to my intended field of study," "I am addressing health matters that require attention," or "I am planning to participate in a service project abroad, which I believe will enrich my academic and personal growth."]

I understand and am willing to comply with any requirements or procedures necessary to formalize my deferral request. Please let me know if there are additional forms or steps I need to complete.

Thank you once again for this wonderful opportunity. I look forward to joining the campus community and contributing to the college's vibrant academic environment after my period of deferral.

Sincerely,  
[Your Name]