

Date: [Insert Date]

Admissions Office

[University Name]

[University Address]

[City, State, Zip Code]

Dear Admissions Committee,

I am writing to formally accept the offer of admission to [Program Name] at [University Name] for the [start term/year, e.g., Fall 2024] academic term. I would like to express my sincere gratitude for this opportunity and for the confidence you have shown in my potential as a future student of your esteemed institution.

Due to [briefly state reason for deferral, e.g., personal/family reasons, health, planned travel, or other circumstance], I respectfully request to defer my enrollment until the [new start term/year, e.g., Fall 2025] academic term. I am eager to join [University Name] and firmly believe that starting my studies at this later date will allow me to make the most of the academic and extracurricular opportunities available.

I kindly ask for your approval of this deferment request and would appreciate any information regarding the next steps or forms I may need to complete. Please let me know if there are any additional requirements on my part to secure my place for the [new start term/year].

Thank you very much for your understanding and consideration. I look forward to your response and to becoming a member of the [University Name] community.

Sincerely,

[Your Full Name]

[Your Application/Student ID Number, if applicable]

[Your Contact Information]