

[University Letterhead]

[Date]

[Applicant's Full Name]

[Applicant's Address]

[City, Province/State, Postal Code]

[Country]

Dear [Applicant's Name],

Congratulations! On behalf of the admissions committee, I am pleased to offer you admission to the [Graduate Program Name], [Department/Faculty], at [University Name] for the academic year [Start Year]. Your academic achievements and qualifications have impressed our faculty, and we look forward to welcoming you to our international community of scholars.

We have received your request to defer your enrollment until [Deferred Term and Year, e.g., Fall 2025]. After careful consideration, we are delighted to grant your request for deferred enrollment. Your place in the [Graduate Program Name] is secured, provided you comply with the deferral procedures outlined below:

1. **Confirmation of Intent:** Please confirm your intention to defer enrollment by submitting the attached Deferral Acceptance Form via email to [Admissions Office Email] by [Confirmation Deadline, e.g., August 1, 2024].
2. **Deferral Deposit:** A non-refundable enrollment deposit of [Deposit Amount, if any] is required to secure your place. The deposit must be paid by [Deposit Deadline, if applicable].
3. **Updated Documentation:** Before your deferred term, you may be required to submit updated official transcripts, proof of degree conferral, or additional documents as requested by our admissions office.
4. **International Student Requirements:** Please note that a new or updated student visa application may be necessary closer to your intended start date. Our International Student Services office ([Contact Email/Phone]) will assist you with the visa process and provide guidance on housing, orientation, and other matters for incoming international students.
5. **Deferral Policies:** Deferred admission is valid for one academic year and is non-transferable. Scholarships and funding offers may be subject to review at the time of enrollment. Should you decide not to enroll in [Deferred Term and Year], you must re-apply for future admission.

We encourage you to maintain contact with our office and update us regarding any changes to your plans. Please review the enclosed Deferral Policy Statement for detailed information on the process and requirements.

Once again, congratulations on your admission to [University Name]. We look forward to welcoming you in [Deferred Term and Year] and supporting you in your academic pursuits.

Should you have any questions or require further assistance, please contact our admissions office at [Admissions Office Email] or [Phone Number].

Sincerely,

[Admissions Officer's Name]

[Title]

[Graduate Program/Department Name]

[University Name]

[Contact Information]