

Gap Year Deferral Request Letter

Subject: Request for Admission Deferral - Gap Year Plans

Dear Admissions Director,

I am writing to request a deferral of my admission to [University Name] from [Fall/Spring] [Year] to [Fall/Spring] [Following Year]. I have decided to take a gap year to pursue meaningful experiences that will enhance my college readiness and personal growth.

My gap year plans include [brief description: volunteer work, travel, internship, etc.] which I believe will provide valuable life experience and clarity about my academic goals. This time will allow me to enter college with greater maturity and purpose.

If deferral is not possible, I unfortunately must withdraw my acceptance, though I would very much like to reapply for the following academic year. I remain committed to attending [University Name] and believe this additional year will make me a stronger candidate and student.

Please advise on your deferral policies and the necessary steps to secure my place in next year's incoming class.

Thank you for considering my request.

Respectfully yours,

[Your Full Name]

[Student ID]

[Email and Phone]

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