



QA257 Deferral Policy

Code: QA257
Title: **Deferral Policy for Undergraduate and Postgraduate Students**
Date: 19/05/2020
Approval: Academic Council, on recommendation of its Standing Committee

1. Purpose

Outline of the conditions under which a first-year Undergraduate Applicant, or Postgraduate Applicant may apply for a deferral of entry for one year.

This policy relates to the deferral of places which have been accepted, with all conditions of entry having been met.

2. Description

Undergraduate Deferral of Entry for One Year – CAO Applicants

Applicants who have been offered a first-year Undergraduate place in the University may apply for a deferral of entry for one year.

Deferrals are not granted for EU applicants to the School of Medicine programme (GY501).

Applications for deferral should be made as soon as possible after receiving an offer and no later than 2 days before the reply date on the CAO Offer Notice. **DO NOT ACCEPT THE OFFER.**

NUI Galway will communicate their decision on your deferral application by email within 2 weeks of the application. Please note that you will still have the option to accept your offered place if your deferral request is not approved.

In order to take up the deferred place you must re-apply through the CAO by 1st February of the following year, placing the deferred course as the first and only preference.

CONDITIONS

- You should not apply for a deferral if you are intending to take a place in a third level institution in the current academic year.
- The deferral will not be continued beyond the beginning of the next academic year, and will not be renewed on a second or subsequent occasion.
- You must apply in the succeeding year through the CAO by the normal Closing Date (1st February) giving the course in respect of which the deferral is granted as the first and only choice of course, and in due time, satisfy all specified procedures in regard to acceptance of the offer. Otherwise, the grant of deferral will be cancelled.
- Persons granted a deferral, who enter a third-level institution in the intervening year will forfeit the deferral.

- A deferred place in the subsequent academic year is not guaranteed and available places will be subject to a strict quota.
- Application for deferral must be made online via the Online Application System.

Undergraduate Deferral of Entry for One Year – Non-EU Applicants

Non-EU Undergraduate Offer holders considering requesting a deferral should contact the International Office to discuss their options.

Deferrals may be granted for non-EU applicants to the Medicine programme in exceptional circumstances and through direct consultation with the School of Medicine.

Undergraduate Deferral of Entry for One Year – Part-time Applicants

Applicants who have been accepted onto any part-time undergraduate degree programme may apply for a deferral of entry for one year.

Deferrals will be granted subject to the following conditions:

- An offer on an undergraduate part-time programme has been accepted and the deposit has been paid in full.
- The deferral request has been approved by the programme director and notified to the Admissions Office
- Applicants have met all conditions of entry.

Postgraduate Deferral of Entry for One Year - EU and Non-EU Applicants

Applicants who have been accepted onto any full-time or part-time Postgraduate degree programme (with the exception of the *Professional Master of Education & Máistir Gairmiúil san Oideachas*) may apply for a deferral of entry for one year.

Non-EU Postgraduate Offer holders considering requesting a deferral should contact the Admissions Office to discuss their options.

The application for deferral should be made as soon as possible after accepting an offer in writing to the Admissions Office. Deferrals will not be granted after the commencement of the academic term.

Deferrals will be granted subject to the following conditions:

- An offer on a postgraduate programme has been accepted and the deposit has been paid in full.
- The deferral request has been approved by the programme director.
- Applicants have met all conditions of entry.

Once the deferral has been granted, the applicant will be notified by the Admissions Office and the place on the programmes will be held until the following academic year at which point it must be taken up.

There is no need to reapply to that programme while the deferral is valid.

3.0 Responsibilities

Name	Responsibility
University Management Team	Policy Owner and Approval
Admissions Office	Policy Maintenance and Repository