

## Application for Course Deferment

### Deferral Requirements:

- All request for course deferment can be made by filling up the Application for Course Deferment form, and attaching supporting documents. Application and supporting documents must submit to DIMENSIONS at least 2 weeks before the commencement date of course/semester.
- Students are only allowed to defer once, up to a maximum of one (1) year, failing which he or she will be deemed to have withdrawn from the course and would have to re-apply if he or she wishes to register on the course again.
- Approval for course deferment is at the sole discretion of DIMENSIONS International College. For programme awarded by external partner, final approval has to be sought from the external partner.
- Upon approval, the student is required to sign a new Standard PEI-Student Contract or undertaking to extend the period of study.
- International Students will be required to cancel their student's pass as required by the Immigration and Checkpoints Authority (ICA) if their course deferment request is approved. Student's Pass is subject to ICA's approval.
- The request for course deferment is not granted automatically and DIMENSIONS does not guarantee the relevant course to be run upon the students' return.
- Company sponsored students must attach written approval from their company.
- Approved application for deferment does not automatically warrant student extension of grant duration by the respective grant body. In cases whereby the grant body disallow deferment of modules or extension of course duration, students have to make decision to continue the course without deferment and continue to enjoy the funding by or to continue the course with deferment and take the consequences to pay up the supported amount of course fee as funding may be withdrawn.

### A) Student Information

Name:	Student Registration No:
Date of Birth:	Current Address:
Nationality:	Telephone No:
NRIC/Passport No:	E-Mail:

### B) Deferment Application

Course /Intake:	Start:	End:
Deferment Period:	Start:	End:
Return to Study:	Start:	End:
<b>A brief Explanation of the Deferment:</b> (Attach supporting documents for deferment eg employer's letter, authority letter, medical certificates). Your deferment is subjected to the availability of the course/intake.		
<b>I certify that the information provided in the form is accurate to the best of my knowledge. I also certify that I have read and understood the Deferral requirements.</b>		
Student's Signature/Date		

### C) For Recommendation and Approval

<b>Recommended by:</b> Academic HOD/Program Leader  Name/Signature and Date	<b>Approved/Rejected</b> by Principal/Director  Name/Signature and Date
---	---