



Student Name: _____ ID: _____

Students requesting a deferral of their projected graduation date must consult with the Student Records office and the Office of Financial Aid before requesting formal approval from the Committee on Student Promotions (CSP).

I. Section to be completed by requesting student:

Current projected graduation date: _____

Requested graduation date: _____

Reason why graduation deferral being requested (briefly):

Student Signature and Date _____

II. Consultation with the Student Records office (Registrar)

Request Approved Not approved

I discussed potential implications of student request on ability to complete graduation requirements within 4 years of matriculation, and on financial aid. I have also directed the student to the appropriate leave paperwork or course enrollment.

Signature and Date _____

III. Consultation with the Office of Financial Aid

Request Approved Not approved

I discussed potential implications of student request on ability to complete graduation requirements within 4 years of matriculation, and on financial aid. I have also directed the student to the appropriate leave paperwork or course enrollment.

Signature and Date _____

IV. Approval of the Committee on Student Promotions (CSP)

Request Approved Not approved

Chair Signature and Date _____

Send copies of completed form to:	
Student	Curriculum Manager/Course Coordinator
Registrar' Office	CSP Staff