UNIVERSITY OF GÄVLE

Registration Number

Application for deferment

Name	Civic registration number/date of birth
Email	

I am admitted to _____

starting (state autumn/spring semester and year) _____

and am hereby requesting a deferment of studies

I wish to begin my studies (state autumn/spring semester and year) _____

You need to provide certified documents confirming your reason(s) for a deferment. All documents must be translated to Swedish or English.

…….
Date of signature

If your application is granted

The decision is valid for 18 months from the date the programme you are admitted for starts. A copy of the decision must be enclosed to your new application.

Decision	**Dispatched**
Admissions Officer	Date of sign
☐ Upheld, provided the program is given next year.	…….
☐ Rejected, because of	☐ Applicant
……..	☐ Admissions Office
…… …..…….	☐ Registrar (original)
Date of sign Admission Officer	
…… …..…….	
Date of sign Admission Officer	

Send your application to:

University of Gävle (HiG)
Registrator
S- 801 76 Gävle
Sweden

If there are special grounds a deferment to begin studies for students who are admitted to an education may be granted.
Specific reasons for the deferment of taking up studies may be social, medical or other special grounds such as care for children, student union assignments or postponed leave of absence from your employer in accordance with Swedish legislation on leave of absence for studies. The deferment period may not exceed 18 months unless there are exceptional reasons for a longer time. A new application to the education must be made in time on www.universityadmissions.se and a copy of the deferment decision sent or uploaded with the application for the semester that the studies should be initiated.
Appeals: If the application is rejected, you may appeal. The appeal must be in writing. The letter should state what is being appealed and the desired change. The letter should be addressed to the University Appeals Board (ÖHN), but sent to Registrator, University of Gävle (HiG), 801 76 Gävle, Sweden. It must reach the HiG within three weeks from the day you received the decision.