

University Entry Postponement Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[University Admissions Office]

[University Name]

[University Address]

[City, State, Zip Code]

Dear Admissions Committee,

I hope this message finds you well. I am writing to formally request a postponement of my entry to [University Name] for the [specific program name] for the upcoming academic year [Insert Year]. Due to [brief reason for postponement, e.g., personal circumstances, health issues, etc.], I am unable to commence my studies as originally planned.

I have given this decision considerable thought, and I believe that a delay will allow me to fully participate and contribute to the academic community at [University Name]. I respectfully request that my admission be deferred until [insert desired date or semester].

Thank you for considering my request. I appreciate your understanding and support. Please let me know if you need any additional information regarding my situation.

Sincerely,

[Your Name]

[Student ID (if applicable)]