

Deferment Request for Double Degree Program Offer

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[University's Name]
[Department/Office of Admissions]
[University's Address]
[City, State, Zip Code]

Dear [Admissions Officer's Name or Admissions Committee],

I hope this message finds you well. I am writing to formally request a deferment for my offer to participate in the Double Degree Program in [Program Name] at [University Name], which I was accepted into for the [term/year, e.g., Fall 2023 semester].

Due to [brief explanation of your reason for deferment, e.g., personal circumstances, health issues, or a need to gain additional experience], I believe it would be in my best interest to defer my enrollment. I am committed to pursuing this valuable opportunity and intend to enroll in the [new term/year, e.g., Fall 2024 semester] if granted this deferment.

I kindly ask for your understanding and support regarding my request. Please let me know if there are any forms or specific procedures I should follow to formalize this process. I look forward to your positive response.

Thank you for considering my request. I appreciate your time and assistance.

Sincerely,
[Your Name]