



REQUEST FOR DEFERMENT OF STUDIES

Personal details

Name	Personal identity number
Email	Phone number

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) _____

**Special reasons for deferment of studies can include social, medical or other special circumstances.¹
 Fill in the reason below that best matches your situation:**

- Employer decided to postpone my leave of absence (include certified copy of the employer's decision)
- Basic military training or civilian military service (include certified copy of the draft order)
- Employment or service in the armed forces in accordance with Section 12 of the Act (2012:332)²
(include certified copy of certificate)
- Childcare (include certified copy of certificate)
- Illness (include doctor's certificate)
- Elected position in a student union (include certified copy of certificate)
- Other (include an account of the reason as well as certified copies to support the account)

Please note:

In order to re-claim your place, you must apply for the study programme via www.universityadmissions.se by the application deadline and, in connection with this, upload or submit this decision to Antagningservice, R 312, 106 53 STOCKHOLM, as well as respond to the admission decision within the appointed time.

Signature

Date	Signature
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DECISION

Date: _____ Reg.no: _____

Deferment granted until Autumn semester _____ Spring semester _____

Deferment denied.

Justification:

Decision by/Print name

Signature

Deferment of studies

Students admitted to a programme have the opportunity to apply for a deferment of studies if there are special grounds.

Special grounds may be that your employer has postponed your leave of absence, in accordance with Swedish legislation on leave of absence for studies, that you have been drafted for basic military training, or that you have fallen ill.

In addition to your personal details, the application must include the programme concerned and your grounds for deferment. These grounds must be supported; therefore, you must include, for instance, certified copies of relevant documents (doctor's certificate, draft order, etc.).

In order to reclaim your place, you must apply for the study programme via www.universityadmissions.se by the application deadline and, in connection with this, upload or submit this decision to

Antagningservice
R 312
106 53 STOCKHOLM

as well as respond to the admission decision within the appointed time.

The appeals process

If you wish to appeal the decision to reject your application, you should write to the Higher Education Appeals Board of the institution. Your appeal is to be sent to Lund University, however.

Postal address: Antagningsavdelningen, Lunds universitet, BOX 221 00 Lund.

Email: lant@stu.lu.se

Your written statement should include the decision you wish to appeal, for example by noting the reg. no. of the decision, and the change you wish to see made in the decision. Start your letter of appeal with "To The Higher Education Appeals Board" and the reg. no/application no. must be included.

The appeal is to have been received at Lund University within three weeks of the day on which you were informed of the decision by the University. Appeals that arrive too late will be rejected. (Administrative Procedure Act, Sections 44-45)

Tuition fee-paying students are exempted from the application fee

If you are normally required to pay an application fee for studies at Lund University, you will be granted an exemption from this requirement when you re-register for the programme for which you were granted a deferment.

The exemption is made locally at Lund University, once you have submitted a new application and uploaded the approved decision on deferment through your account on antagning.se. In connection with your application, you must also contact the Admissions Office at Lund University at lant@stu.lu.se to let them know that a new application has been made.

¹ [UHRFS 2013:3, Section 1.](#)

² UHRFS 2013:3, Section 1 "Special reasons can also include fixed-term probationary appointments in accordance with Section 12 of the Act (2012:332) on specific appointments in the Swedish armed forces or military service in the armed forces for those employed as temporarily serving non-commissioned officers, soldiers or naval officers in accordance with this Act."