



**Descriptions:**

1. Students will submit Form FMADM90 Deferment of Course v1 to Admissions Office.
2. If student is below 18 years of age, Admissions will contact the student's parents or guardian to affirm the decision to Defer.
3. Admissions will validate whether the student is eligible for deferment.
4. Students will be notified of the outcome by letter.
5. Admissions will update ICA on Student's Pass issue accordingly.