

Applying for a Deferment

1. A deferment application is used by a student that has applied for the scholarship, but will not attend college the Fall semester after graduating from high school. The student must apply for a deferment in order to put the scholarship "on hold".
2. Students should apply for a deferment for the following reasons: medical, military or humanitarian/religious service.
3. Students will apply for the Regents' Scholarship during the year that they will graduate from high school. The application for the scholarship is available in late November, and is due February 1 of each year. Note: a priority deadline is established each year. To learn the exact dates of the priority deadline and when the application will become available see the program guide found on our website.
4. After a student applies for the scholarship an initial review is conducted to determine if the applicant is on-track to meet the qualifications of the scholarship. Those that are found to be "on-track" for a scholarship are required to submit verification documents providing evidence that all requirements were in fact met. This documentation is due July 1. The student must include the deferment request with their verification documents, ONLY IF they will not enroll in college for Fall semester due to medical, military, or humanitarian/religious service related reasons.
5. When completing the deferment application due to humanitarian/religious service reason consider the following: will the student be of age to serve or have they submitted a request to serve prior to November 1. If yes, the student will need to submit documentation of such with the deferment application. If the student will not be of age to serve a mission or have not submitted paper work by November 1 the student will not be eligible for a deferment and will need to follow the steps outline in the leave of absences process as outline below.

Applying for a Leave of Absence

1. If the student has attended one or more semesters of college they must apply for a leave of absence in order to take a leave from college and place the scholarship "on hold".
2. When completing a leave of absence application due to humanitarian/religious service consider the following: will the student be of age to serve or have submitted a request to serve prior to April 1 (if seeking a leave starting Spring semester, Winter semester for those attending BYU) or November 1 (if seeking a leave starting the Fall semester) of your second year of college? If yes, then the student must apply for a leave for the respective semester. If no, the student will need to continue to be enrolled full-time for the traditional semesters of Fall and Spring (Fall and Winter if attending BYU).
3. Leave of absence requests are due by the following deadlines: August 1 if seeking a leave beginning Fall semester, December 31 if seeking a leave beginning Spring semester (Winter semester if attending BYU).

General Tips and Guidelines

1. We STRONGLY recommend that students complete a *Student Information Release* form along with the deferment or leave of absence application materials if the deferment is for a reason that would make it difficult for our office to communicate directly with the student, for example, students who would be serving in the military or serving a religious mission may find it difficult to perform their duties and also manage their scholarship. By submitting the *Student Information Release* form the student is providing a conduit to someone other than themselves in order to provide information regarding their scholarship account. The form can be found on our website.
2. If seeking the deferment or leave of absence due to medical reasons, supporting documentation providing evidence that the medical condition is such that they cannot enroll full-time in college is imperative and would include a formal doctor's note as part of the application.
3. If seeking a deferment or leave of absence due to humanitarian/religious service, the student will need to submit documentation such as a copy of mission call with the application. If a student does not have their mission call at the time that the application is due, a letter from your ecclesiastical leader affirming the intent to serve must be included as supporting information, otherwise a copy of the mission call is required. The request may be granted on a provisional basis until the student has submitted a copy of their mission call to our office.
4. Deferment or leave of absence request for reasons such as traveling, or working to save money are not acceptable.
5. Should a student or parent have any questions regarding the deferment or leave of absence process please call our office 801-321-7159.
6. Request for a deferment or leave of absence are evaluated on a case by case basis, with no guarantee of approval.