



Policy Title: Deferral of Admission Policy

Policy Number: AD.10.03.170425

Applies to: This policy applies to applicants to the MD program of WSU Elson S. Floyd College of Medicine.

Date: 12/05/23

1.0 Policy Statement:

It is the Elson S. Floyd College of Medicine policy that applicants accepted to the College of Medicine MD program matriculate in the entering year to which they are accepted. Should an exception be justified under limited and rare circumstances, accepted applicants may request a one-year deferral of matriculation.

2.1 Definitions

Limited and rare circumstances: Circumstances for which one-year deferrals may be granted include but are not limited to:

- Newly diagnosed and/or severe medical condition
- Unanticipated personal, family or financial hardship
- Meaningful and irreplaceable educational or training opportunity
- Completion of military service

Deferral: An approved one-year period following acceptance into the College of Medicine that delays the start of the applicant's matriculation.

3.0 Responsibility

Office of Student Experience (Admissions)
Admissions Committee

4.0 Procedures

Requesting a deferral: The applicant must submit a request in writing (i.e., email) to the Vice Dean for Admissions, Student Affairs, and Alumni Engagement by June 1 of the acceptance year or no more than 2 weeks after acceptance for those accepted after June 1. The applicant is required to follow the procedures detailed in this policy. The request must include the reasons for the deferral and where applicable, what the applicant aims to accomplish during the deferral year.

Approval process: The Vice Dean will make the decision for granting or denying the deferral request. If a deferral request extends beyond the one-year period, the request will go to the Admissions Committee for a decision. If a deferred applicant requests a subsequent deferral, the Admissions Committee will render a decision.

Procedures following approval: AMCAS requires all accepted applicants who are granted deferrals to submit a new AMCAS application for the year they will matriculate no later than October 1st (deadline for deferred candidates).

The deferred applicant is not required to pay the AMCAS fee, nor submit new letters of recommendations or secondary application. They are also not required to re-interview. Applicants granted a deferral are required to commit to Washington State University Elson S. Floyd College of Medicine and not apply to other medical schools during the deferred application cycle.

If the applicant intends to apply to other medical schools, the deferred applicant forfeits their admission to WSU College of Medicine and is responsible for all AMCAS fees associated with any re-application.

To activate the acceptance for admission in the subsequent academic year, the deferred applicant must accept the offer of admission during the application cycle for which the applicant has submitted a deferred application. In addition, the applicant will submit official transcripts for any academic work attempted or completed since the commencement of the deferral year and any other documents required by the Office of Student Experience (Admissions), no later than June 1st of the matriculation year.

If the applicant does not submit a new application via AMCAS by the October 1st deadline, the acceptance is withdrawn. If the applicant wishes to reapply, a new AMCAS application, secondary application, and supporting documents and required fees, must be submitted. Their consideration for an interview or an acceptance in a subsequent application cycle is not guaranteed.

Applicants who are contemplating the pursuit of other academic degrees or travel should strongly consider delaying application until they are ready to matriculate, if accepted, into WSU College of Medicine.

5.0 Related Policies

Medical Student Selection Policy AD.12.01.170211

6.0 Key Search Words

Deferral, limited circumstances, matriculation

7.0 Revision History

Original Approval	Policy number	Revision Date Approval
5/6/2016	AD.10.03.160506	2/11/2017
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