

**ABUBAKAR TAFAWA BALEWA UNIVERSITY, BAUCHI**  
**SCHOOL OF POSTGRADUATE STUDIES**

**Vice- Chancellor:**

**Professor S. A. Ibrahim**  
B. Sc (Agric.) Unimaid, M. Sc (Soil Science), ABU, PhD.  
(Soil Science) Justus-Liebig Univ. Gissen Germany



**Dean:**

**Prof. F. Tahir**  
B.Tech, M.Sc, Ph.D.  
MASM, MSfam, MNIFST,  
MNSM

**Secretary:**  
**Salamatu Sani (Mrs)**  
B.Sc. (Pol.Sc.), Unijos, MBA (ATBU),  
PGDM (ATBU), PGDE (UDUS)

**Our Ref: ATBU/SPGS/ADM/031**

**Date:.....**

**REQUEST FOR DEFERMENT OF ADMISSION/SESSION/ SEMESTER**

The Dean,  
SPGS,  
ATBU, Bauchi.

**Through:**

**Dean Faculty of:.....**

**Through:**

**Head Of Department:.....**

Dear Sir,

Reference to your letter No. ATBU/SPGS/ADM/1 dated..... offering me provisional admission to pursue full/part- time course leading to ..... I wish to request for deferment of admission /session/..... semester 20...../20..... Session based on:-

- |                                |     |
|--------------------------------|-----|
| 1. Non release by my employers | ( ) |
| 2. Medical grounds             | ( ) |
| 3. Financial Difficulties      | ( ) |
| 4. Other (State reason)        | ( ) |

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.....  
.....

Find enclosed the receipt of..... being payment for deferment.

Candidate's Name..... Signature.....

Reg. No..... Date.....

Attached medical report.

Attached letter from employer

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(UDUS)

**Our Ref: ATBU/SPGS/ADM/030**

**Date:.....**

.....  
.....  
.....

Dear Sir/Madam,

**APPROVAL FOR DEFERMENT OF .....**

With reference to your letter on the above subject matter, dated:.....

I write to convey approval for the deferment of your:..... to

The next Semester/Session as requested

You are therefore, expected to commence your programme at the beginning of.....

..... after updating your registration status.

Yours faithfully,

.....  
**Salamatu Sani (Mrs)**  
**Secretary, SPGS**

**CC:** Dean,  
HOD,  
File