

**Community Foundation of New Jersey
Scholarship
Deferment/Leave of Absence Application**

Award Year

Student Information:

Last Name	First Name	M.I.	Student ID#
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Street Address	City	State / ZIP	Phone #
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Instructions:

1. Read Deferment / Leave of Absence Policy on page two of this application
2. Completely fill out Sections A and B below
3. Attach a personal statement explaining your reason for requesting a deferment or leave of absence
4. Attach supporting documentation (i.e. Gap year approval, letter from physician, call to active duty, college leave approval)
5. Transcripts (can be unaudited)
6. Sign and date application

Section A: Deferment/Leave of Absence Information

Requested Start Date for Deferment / Leave of Absence (month/year)	Requested End Date for Deferment / Leave of Absence (month/year)
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Semester Returning to College (i.e. Fall / Spring)	Year Returning to College	Current Email Address
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Please initial each line indicating that you meet the following terms:

I have read the Deferment/Leave of Absence Policy

I will return to college in the semester following the deferment period

I will not attend another educational institution during the deferment period

I have submitted my transcripts

I have submitted a completed Deferment/Leave of Absence Application along with a personal statement and supporting documentation

Section B: Certification and Signature

I certify that the submitted information is true and correct to the best of my knowledge. I agree to provide additional information if asked by the Community Foundation of New Jersey. I understand that purposely providing false and misleading information may result in the loss of my scholarship and removal from the program

Student Signature

Date

Community Foundation of New Jersey Scholarship Program Deferment / Leave of Absence Policy

The Community Foundation of New Jersey Scholars who wish to defer their start date to a later semester due to an approved GAP year by your college, or who will be requesting a leave of absence, may apply for a scholarship deferment. Requests to defer your scholarship will be reviewed on a case-by-case basis by the CFNJ Scholarship Board and may be granted for reasons including, but not limited to, GAP year, illness or military service. If deferment is approved, The Community Foundation of New Jersey will defer your scholarship for up to two consecutive semesters (not including summers).

In order to be considered for deferment, CFNJ Scholars need to fill out the *Scholarship Deferment Application* and provide supporting documentation for verification purposes. The form and the list of required documents can be found at <https://cfnj.org/current-funds/scholarship-deferment/> or by contacting CFNJ directly.

Students will receive a letter/email from the CFNJ Scholarship Board indicating if the scholarship deferment has been approved or denied.

For any questions, please contact Colleen Smith at 973-267-5502 or csmith@cfnj.org.