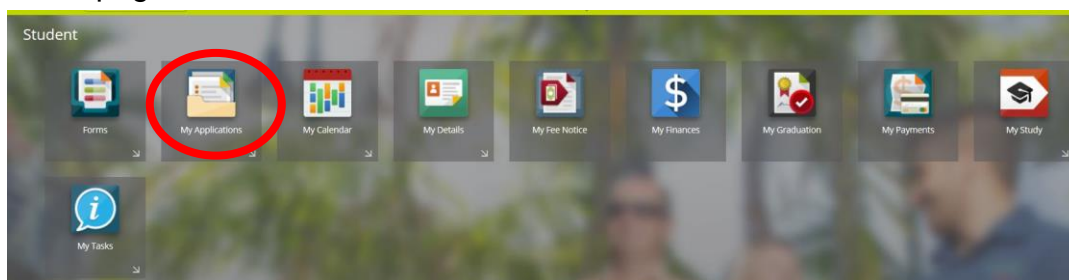


INSTRUCTION SHEET MYCENTRE

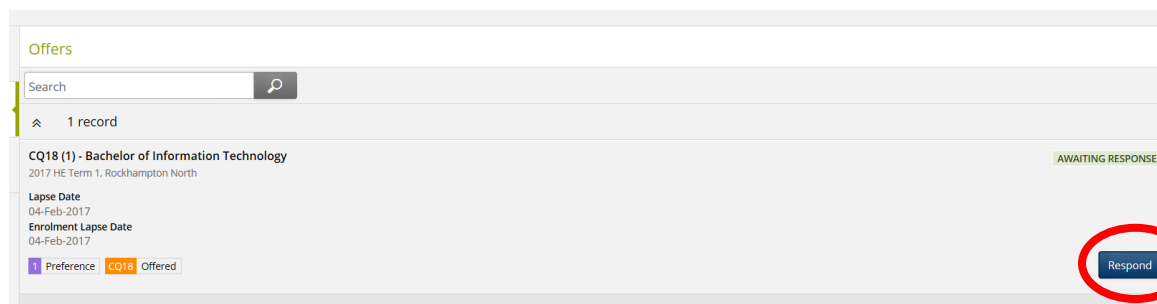
How to defer your offer of admission

New students

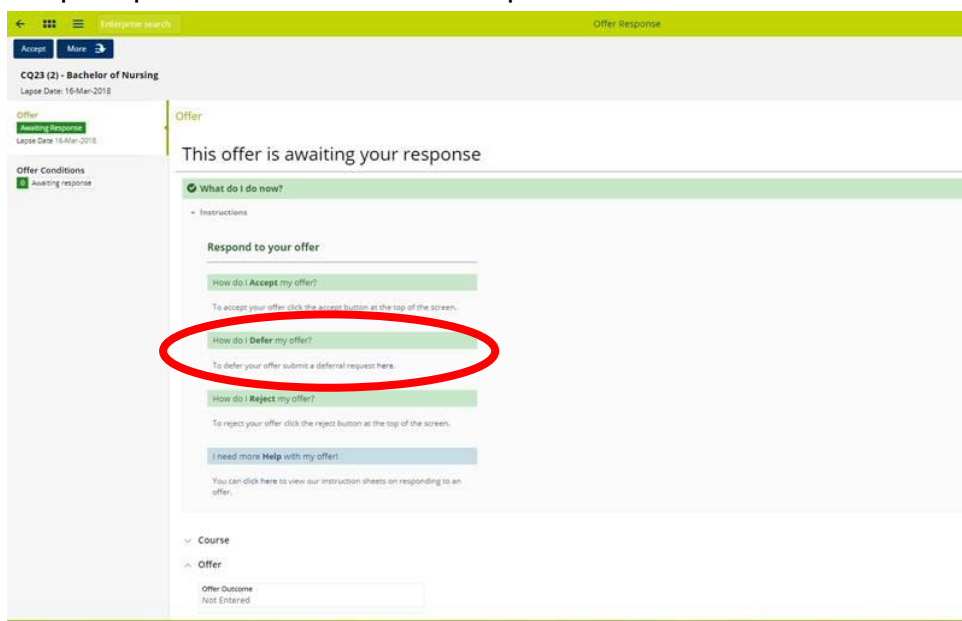
If you **have not** yet accepted your offer of admission, log in to mycentre.cqu.edu.au with your student number and password. Then select 'My Applications' from the home page selection menu.



From here, select the blue 'Respond' button next to your offer.



Rather than clicking 'Accept', refer to the 'How do I Defer my offer' section and follow the prompts to submit a deferral request.



Continuing students

If you **have already** accepted your offer of admission in MyCentre, you will need to complete and submit a [Deferment of Course eForm](#).

Note: If you request an immediate deferment from a course and you are currently enrolled in units, you will incur both academic and financial penalties if the Census date for that term has passed. Please refer to the [Calendar of Principal Dates](#) to confirm the Census date each term.

If your request is approved and your study deferred, please contact the Student Advice Centre on 13 27 86 or email sat@cqu.edu.au for assistance in reactivating your enrolment when you wish to return to your studies

International students

If you are an international student, you must contact the International Admissions Team at international-admissions@cqu.edu.au to defer an offer.