*General Information:*

1. *The maximum period for postponement is two semesters, either separated or consecutive.*
2. *Postponement is done in accordance with Articles 25 and 26 of the Regulations for Granting the Master’s Degree. Article (25) a student who chooses to postpone his/her study must have spent at least one semester in the program of study that he/she has enrolled in. Article (26) the request for postponement is submitted to the chairman chairperson of the concerned department on a special form for this purpose, before commencement of studies, where the approval is issued by the Dean and the postponement is not counted within the maximum number of years required for graduation or for the purposes of eliminating the causes of being put on the probation list.*

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| --- | --- | --- | --- | --- | --- | --- |
| **Personal Information (Applicant):** | | | | | | |
| Name: | | Student ID Number: | | | Tel/Mobile: | |
| School/Department/Program: | | Date of joining the program (*dd/mm/year*): | | | | Academic Year: |
| **Financial support:** | |  | | | |  |
| □ Self-support | □ GJU Assistantship, Specify type: | | | | | |
| □ Scholarship, Specify source: | | | | | | |
| Previous approved postponed (semester(s)/academic year yy): | | | | | | |
| 1- | | | | | | |
| 2- | | | | | | |
| Postponed request date: | | | | | | |
| □ First semester/yy | | | □ Second semester/yy | | | |
| Reasons for deferral: | | | | | | |
| Name and Signature of the applicant: | | | | | | |
| Signature: | | | Date: | | | |
| **Administrative Approvals** | | | | | | |
| Dean/Department Head: | | | □ Approve | □ Reject | | |
| Signature: | | | Date: | | | |

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| --- | --- | --- | --- | --- | --- |
| Military Service (for Jordanians): | | □ Approve | | □ Reject | |
| Signature: | | Date: | | | |
| Others (Scholarship sponsors if applicable): | | □ Approve | | □ Reject | |
| Signature: | | Date: | | | |
| **Dean of Graduate Studies:** | | □ **Approve** | | | □ **Reject** |
| **Signature:** | | **Date:** | | | |
| Registration Office | □ Approve | | □ Reject | | |
| Comments: | | | | | |
| Signature: | | Date: | | | |