

CARE Use Only

Approved: \_\_\_\_\_; Not Approved: \_\_\_\_\_; Tabled \_\_\_\_\_

**Eastern Connecticut State University  
Education Unit  
CARE (Committee for Admission and Retention in Education)**

**Request for Deferment for Coursework or Student Teaching by Undergraduate Teacher Candidates**

The following information is required from teacher candidates requesting a deferment: Name:

Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

Current Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Certification program:

\_\_\_ Early Childhood Education

\_\_\_ Secondary

\_\_\_ Elementary

\_\_\_ Physical Education

Semester/year that the deferment is requested: \_\_\_ Fall \_\_\_ Spring 20\_\_\_

This would have been my \_\_\_ CORE I \_\_\_ CORE II \_\_\_ CORE III or \_\_\_ student teaching semester.

Reason for request for deferment [Please attach supporting documentation (*e.g.*, medical certificate, military orders).]:

I plan to return: \_\_\_ Fall \_\_\_ Spring 20\_\_\_

Teacher Candidate's Signature \_\_\_\_\_ Date \_\_\_\_\_

Program Advisor's Signature \_\_\_\_\_ Date \_\_\_\_\_

After you have consulted with your program advisor, please send this form (and any documentation to support your request for deferment) to the Chair of CARE ([care@easternct.edu](mailto:care@easternct.edu)), Education Department, Webb Hall, Room 124, Eastern Connecticut State University, Willimantic, Connecticut 06226. Please keep a copy of this form for your records.

The Committee on Admissions and Retention in Education (CARE) policy on requests for deferments for coursework or student teaching:

**“Defer Beginning Undergraduate CORE or Continuation of Professional CORE:**

Teacher candidates must make a written request to CARE *to defer* the beginning or the continuation of the professional CORE. Such deferrals may be for up to a year. Any student who fails to make such a formal request or fails to return within the time he/she specifies, will be dismissed from the program (See Dismissal Policy below). The request must be sent to the Chair of CARE and include the reason(s) the student wishes to defer the CORE and the candidate's certification program and mailing address for the response. If the request is granted, the teacher candidate MUST inform the Chair of CARE and the Coordinator of Education Experience in writing by the second week of the semester prior to reentering the program stating when he/she expects to return.

If a teacher candidate has been granted a deferral for any part of the certification program and allows such a deferral to lapse over the year limit, he/ she will be dismissed from the program and must reapply by supplying a letter explaining the absence from the program and requesting readmission, an updated transcript(s), completing a new essay, reference forms, and interview. This reapplication letter should be developed in consultation with the candidate's advisor. The teacher candidate will be considered in the next round of selection for the appropriate teacher education program.”