

Community College Nursing BSN/RN Deferment

BSN/RN Deferment Overview

There is a special type of leave of absence that is only available to Scholars majoring in nursing who have completed an ADN/DTA program at a community college who wish to transfer to complete their BSN/RN. We understand that many ADN/DTA to BSN/RN programs require students to complete a year of work experience between the completion of their ADN/DTA program and the beginning of their BSN/RN program. Scholars who have completed an ADN/DTA program and are planning to transfer to complete a BSN/RN can access **up to a one-year deferment** from WSOS.

For this type of leave, Scholars **must request it prior** to the leave of absence. Requests after the fact will not be considered. To qualify for a Community College Nursing BSN/RN Deferment, a Scholar must already have an approved Award Increase Request.

Submitting BSN/RN Deferment Requests

Scholars can submit a request for a Community College Nursing BSN/RN Deferment by visiting the [Scholar Portal](#) and submitting a Leave of Absence Request form. While completing the LOA Request form, students should be prepared to provide:

- **For which term(s) they are requesting** a deferment
- A **statement**, 500 words or fewer, detailing the reason for their request
- A copy of an **unofficial, current college or university transcript**
- **Optional:** any other documents that may help WSOS understand the nature of the request

Any student who meets these requirements and has not taken additional time off from WSOS will have the deferment approved. During a **community college nursing deferment**, the **award level progression pauses**. Scholars will defer their scholarship for the period of their leave of absence.

Reinstating Following BSN/RN Deferment Requests

In order to reinstate their scholarship, students on this type of leave **must** submit a Reinstatement Request form **within one year of the deferment start date** to the [Scholar Portal](#) and provide a letter, on letterhead, or an email with a signature line, from the institution which will grant the BSN/RN stating the student has been **accepted to a BSN/RN completion program**. (A template of the letter can be found [here](#).) The letter must state:

- The student has been accepted to the BSN/RN program
- The date the student was accepted/will begin in the program
- The CIP code of the bachelor's degree that will be granted
- Contact information for the author of the letter or email