



**SEND THE COMPLETED FORM TO THE AUTHORIZED
INSTITUTIONAL OFFICE RESPONSIBLE FOR
ADMINISTERING THE INSTALMENT**

Request for deferment of start date or interruption of award

Part 1: AWARD HOLDER INFORMATION

Family name	Given name and initial(s)
Email	Telephone number
Mailing address	

Part 2: AWARD AND INSTITUTION INFORMATION

	CIHR	NSERC	SSHRC
Type of award	Application number	Committee number (NSERC only)	
Faculty/department	Institution	Research institution (CIHR only)	

Part 3: REQUEST(S)

I hereby request:

☐ **to defer the start date of my award for a period of _____ months, from (last allowable start date) _____ to (new, requested start date) _____, for the following reason:**
 yyyy/mm/dd

☐ Parental ☐ Medical ☐ Family-related responsibilities ☐ Relocation, visa application or academic calendar differences
☐ Relevant work experience ☐ Force majeure ☐ Administrative reasons

☐ **an unpaid interruption of my award for a period of _____ months, from (start date) _____ to (end date) _____, for the following reason:**
 yyyy/mm/dd

☐ Parental ☐ Medical ☐ Family-related responsibilities ☐ Relocation, visa application or academic calendar differences
☐ Relevant work experience ☐ Force majeure ☐ Administrative reasons

☐ **paid parental leave for a period of _____ months, from (start date) _____ to (end date) _____**
 yyyy/mm/dd yyyy/mm/dd

☐ I will be the primary caregiver for the duration of the interruption. ☐ I understand that proof of birth or adoption must be submitted.

☐ The actual or expected date of birth or adoption is: _____
 yyyy/mm/dd

Signature of award holder: _____ Date: _____
 yyyy/mm/dd

Part 4: CONFIRMATION OF APPROVAL (to be completed by the award holder's supervisor and an authorized institutional official)

I confirm that I have discussed the proposed deferment or interruption indicated in Part 3 with the award holder and I approve the request.

SUPERVISOR	AUTHORIZED INSTITUTIONAL OFFICIAL
Title: _____	Title: _____
Name (print): _____	Name (print): _____
Signature: _____	Signature: _____
Date: _____ yyyy/mm/dd	Date: _____ yyyy/mm/dd