Miami Dade College/Florida International University
Tuition Scholarship Program

Students (MDC faculty/administrators) must be fully admitted into an FIU doctoral program in order to participate.

Procedures for MDC Employees

Step I – Admission into Florida International University and a Doctoral Program:

- The University Graduate School at FIU is available to provide overall advisement and admission information.
- Applicants are strongly encouraged to obtain information from the department in which they plan to major, as some programs have specific admission criteria beyond the general admission criteria.
- Note that the GRE requirement for doctoral programs cannot be waived.
- The department's admission committee submits recommendations to the University Graduate School to have the official admission decision letter generated.

FIU Graduate Admissions Office
PC230, Modesto A. Maidique Office
11200 S.W. 8th Street Miami, FL 33199
Office Hours: Mon., Wed., Thur., Fr.: 8:30 am – 5 pm; Tues.: 8:30 am – 7 pm
Phone: (305) 348-7442 Fax: (305) 348-7441 E-mail: gradadm@fiu.edu

Step II – Process for Participation in Tuition Scholarship Program

Once an MDC employee is fully admitted into a doctoral program the following process occurs:

- The MDC employee notifies the MDC Associate Provost for Faculty Initiatives when they have been admitted into an FIU doctoral program and indicates the semester they plan to enroll. A copy of the acceptance letter must be forwarded to Faculty Initiatives.
- The College forwards the names of MDC full-time employees authorized to participate in the tuition scholarship program to the FIU University Graduate School.
- The University Graduate School posts the scholarship to the employee's account before the employee pays the balance due. The scholarship will not appear until there is enrollment for that term.
- The MDC employee must check their FIU student account on a frequent basis to ensure that all of their information is correct.
- Each semester, The University Graduate School will confirm with MDC the continued eligibility of the enrolled students who participate in the program.

FIU Contact:
Betty Sigler, Assistant Director, Academic Support Services
Florida International University, PC230
(305) 348-0394 bsigler@fiu.edu

MDC Contact:
Gloria León, Associate Provost for Faculty Initiatives, MDC Wolfson Campus
(305) 237-7401 gleon1@mdc.edu
or
Kimberly Chiu, Faculty Initiatives Coordinator, MDC Wolfson Campus
(305) 237-3550 kchiu@mdc.edu

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