

## **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.

**Please note:** This scholarship can only be applied to state-based tuition programs. Market-rate tuition programs are not eligible (e.g. Doctor of Business Administration). Student must verify this information with the appropriate department at FIU prior to proceeding with the scholarship program process.

### **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. 8<sup>th</sup> 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](mailto: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](mailto:bsigler@fiu.edu)

#### **MDC Contact:**

Gloria León, Associate Provost for Faculty Initiatives, MDC Wolfson Campus  
(305) 237-7401 [gleon1@mdc.edu](mailto:gleon1@mdc.edu)

**or**

Kimberly Chiu, Faculty Initiatives Coordinator, MDC Wolfson Campus  
(305) 237-3550 [kchiu@mdc.edu](mailto:kchiu@mdc.edu)