



## MEMORANDUM

TO: All First-Time FLET Graduate Students

FROM: Lourdes Ramirez, Registrar

RE: FLET Graduate Application Process

DATE: April 4, 2008

All first-time graduate students who are seeking to be admitted in the Master in Education Program must complete the attached application for admission. Please, fill in all of the information requested in the form and sign it. If you prefer, you may want to apply online at <http://www.flet.edu/Application.htm>. An annual registration fee of \$20 payable to Universidad FLET is also required of all applicants.

Please be advised that no grades or transcripts, official or unofficial, can be released until the application has been processed and the registration fee has been paid.

If you are applying to be admitted into the program, send in the application and fee immediately. You may then follow up with official transcripts, recommendation letter, copy of an identification card, and two pictures within the next couple of weeks to complete your application for admission to the program (see Admission Requirements at [www.flet.edu](http://www.flet.edu) for a complete description).

Please submit the required application documents promptly along with your \$20 registration fee to:

Universidad FLET  
Admissions Office  
14540 SW 136<sup>th</sup> Street, Suite 108  
Miami, FL 33186

If you are not seeking admission into the program, just send in the application and fee immediately along with your transcripts (no other documents are required).

If you have any questions or need assistance with completing the application, please call at 305-378-8700 or email at [admisiones@flet.edu](mailto:admisiones@flet.edu).