

**Diversifying Higher Education Faculty in  
Illinois  
2010-2011 NEW APPLICATION**



**Due Date: February 19, 2010**

DFI Administrative Office  
Illinois Board of Higher Education  
431 East Adams Street, 2<sup>nd</sup> Floor  
Springfield, IL 62701  
217.782.2551 – [DFI@ibhe.org](mailto:DFI@ibhe.org)

**Diversifying Higher Education Faculty in Illinois  
2010-2011 Application**

New Applicant Name \_\_\_\_\_

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## IMPORTANT INFORMATION

The Diversifying Higher Education Faculty in Illinois Program (DFI) was established by the Illinois General Assembly and signed as Public Act 093-0862 on August 4, 2004. The purpose of DFI is to provide Fellowships to students pursuing post-baccalaureate degrees as part of the state's effort to diversify the faculties and professional staffs at Illinois higher education institutions.

**Due to the state's worsening budget condition and the uncertainty of the FY2011 state budget, the DFI Program Board is uncertain of the exact amount of the Fellowship award. The DFI Program Board is committed to full funding. In FY2009, new Fellows were awarded \$20,000 awards and renewal Fellows were awarded \$14,000 awards. Last year, FY2010, DFI funding was reduced by 50 percent. The DFI Program Board voted to fund renewals at \$14,000 and new Fellows at \$6,800 due to the budget cuts. Program funding for 2010-2011 academic year FY2011 is contingent on the availability of funds appropriated by the Governor and Illinois General Assembly.**

Completed applications are to be submitted to the Institutional Representative at your participating institution (as listed at the back of this application packet) by the due date.

\*Please note that information and requirements contained in this document are subject to modifications by the DFI Program Board, as incorporated in the DFI Program administrative rules.

DFI provides financial assistance, based on demonstrated financial need, for members of traditionally underrepresented groups to pursue and complete graduate degrees at Illinois institutions of higher education. DFI is a program for graduate students traditionally underrepresented in higher education who have received high school diplomas or postsecondary degrees from educational institutions in Illinois or who have three or more years of residency in Illinois and are citizens or permanent residents of the United States. Applicants compete in a statewide competition for DFI awards at over 30 Illinois institutions.

Selection of award recipients in this rigorous competition is based on a comprehensive review of the application materials. All academic fields at the master's and doctoral level will be considered for this award, however, the DFI Program Board has established the following priorities: applicants interested in obtaining a full-time instructional position in Illinois higher education; applicants in the first year of their graduate program; applicants pursuing degrees in any of the sciences, technology, engineering, or mathematics (STEM) fields; and applicants pursuing a doctorate or other appropriate terminal degree. Stipend levels are subject to appropriations by the Illinois General Assembly. Full-time enrollment is required while on fellowship. Some participating institutions also provide a tuition waiver/scholarship. Applicants should check with the DFI Institutional Representative for specific information. The award is renewable for one year for master's students and up to three years for doctoral students, contingent upon the recipient making satisfactory academic progress toward completion of the degree. Renewal definitions also are subject to revision by the DFI Program Board and administrative rules.

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## GENERAL INFORMATION

### Terms of the Award

Upon graduation or separation from the DFI institution, an award recipient **must agree to actively seek and accept** when offered a teaching or non-teaching full-time appointment at an Illinois postsecondary educational institution, or accept a position as an employee of this state in an administrative, educational-related position equal to the number of years for which he or she receives the DFI fellowship. Students failing to fulfill this condition of the award shall be required to repay 20 percent of their cumulative award amount, subject to revision by the DFI Program Board.

**The DFI Award is available for a maximum of four years:**

- Doctorate                      four      (4) years
- Master's                        two        (2) years

Master's degree holders funded through DFI are eligible to apply for additional years of support for doctoral study. Total DFI funding is not to exceed four years.

### Participant Eligibility

Applicants must meet the following eligibility criteria:

- **ILLINOIS RESIDENCY:** To be classified as an Illinois resident, an applicant must have received a high school diploma or postsecondary degree from an accredited educational institution in Illinois or have three or more years of residency in Illinois.
- **UNDERREPRESENTED GROUPS:** "Traditionally underrepresented minority group" means any of the minority groups designated in the Act which are represented in Illinois post-baccalaureate enrollment at a percentage rate less than the percentage of the minority group's representation in the total Illinois population.
- **ACADEMIC ABILITY:** Applicants must possess above average academic ability as evidenced by:
  1. **An earned baccalaureate degree** from an accredited institution of higher learning;
  2. **A minimum grade point average** of 2.75 (scale 4.0 = A) in the last 60 hours of undergraduate work or over a 3.2 (scale 4.0 = A) in at least 9 hours of graduate study;
  3. **Unconditional admission** to a post-baccalaureate degree program.
- **ACADEMIC PURSUIT:** Applicants in all academic disciplines are eligible. Candidates pursuing degrees in any of the sciences, technology, engineering or mathematics (STEM) fields are encouraged to apply, and will receive priority consideration. Applicants must be pursuing a doctorate, terminal master's, or master's degree.
- **FINANCIAL NEED:** Applicants must demonstrate financial need. A FAFSA must be filed each year (**by February 15, 2010**) to maintain eligibility.

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## GENERAL APPLICATION PROCEDURES

1. DFI applications will **not** be accepted without an online registration that checks for initial eligibility. Please send your registration sheet with your application.
2. The DFI application and required attachments must be submitted directly to the DFI Institutional Representative at the institution the applicant plans to attend\* no later than February 19, 2010 or by the internal deadline set by the applicant's institution.
3. Applications (or attachments) sent directly to the DFI Administrative Office in Springfield by the applicant will not be considered.
4. Applicants must respond to every item on the DFI Application Form.
5. **Incomplete applications will not be considered.**
6. Applicants should check with their DFI institutional representative for internal deadlines and any additional information on admission or application procedures.

\*Applicants must be unconditionally admitted to the institution at the time of application.

## Proof of Admission

Applicants must be unconditionally admitted to a degree-granting program at the time of application. Applicants admitted probationally or on limited status due to GPA or test scores will not be considered. Proof of admission is demonstrated by including an official letter of admission on institutional letterhead. (Copies are acceptable.)

## Financial Need

1. Applicants must read and complete the Financial Information Form, the Notification of Special Circumstances Form, and provide federal tax forms upon request.
2. Applicants must complete a 2010-2011 FAFSA online no later than **February 15, 2010.**
3. **The applicant's financial need must be certified by the admitting institution.**
4. The DFI Program Board reserves the right to request additional financial documentation.

## Professional Goals Statement/Statement of Underrepresented Status

The Professional Goals Statement must include: (1) intended academic goal(s), including preferred academic work setting (i.e. community college, four-year/research institution, or four-year/teaching institution), (2) intended position in Illinois higher education (faculty or administrative), (3) plans for achieving intended goal(s) and (4) current and/or past professional experiences that would be helpful in achieving intended goal(s).

The Statement of Underrepresented Status must include: (1) identification of the applicant's underrepresented group, (2) a description of how the applicant's underrepresented status influenced personal and academic development, and (3) why the applicant should be awarded a fellowship earmarked specifically for underrepresented groups in higher education.

See page 7 for more detailed information regarding essay requirements.

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## Three Letters of Recommendation

The applicant must submit three (3) letters of recommendation written within the past 12 months. Letters should be addressed to the DFI Institutional Representative and speak to the applicant's potential to reach his/her intended professional goal(s), including potential to secure a full-time position in a State of Illinois institution of higher education.

## Transcripts and Grades

Only **official transcripts** will be accepted. Transcripts are considered official if received by the Institutional Representative in a sealed envelope from the attending institution.

## Standardized Test Scores

Most departments require that applicants take standardized examinations (e.g. GRE, MAT, MCAT) for admission. If the applicant's academic program requires such test scores, proof of the test scores must be submitted. Copies of official scores are acceptable.

## Due Dates

Applications should be submitted to Institutional Representatives on the date established by the Representatives and no later than **February 19, 2010**. Contact Institutional Representatives for internal application deadline dates. Selection results will be distributed in writing via the IBHE DFI Administrative Office.

## Selection Process

The DFI selection process has two major phases: institutional and statewide. The applicant initiates the first phase by submitting an application packet to a DFI institution no later than **February 19, 2010**. (The applicant must contact the institution he/she plans to attend to determine if there are internal application deadlines.)

Each campus will determine which applications to send forward to statewide selections committee.

In the second phase, a state selection committee, consisting of DFI Board Members, will review the qualified applications and select awardees.

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## EXPLANATION OF REQUIRED ESSAYS

### The Professional Goals Statement

Two personal statements are required in support of the application for the DFI award.

1. In the upper right hand corner, indicate:

- a. title of statement: Professional Goals;
- b. your name;
- c. intended DFI institution.

2. Type a one- to two-page statement addressing the following:

- a. your intended academic goal(s), including preferred academic work setting (i.e. community college, four-year/research or four-year/teaching institution);
- b. Your intended position (i.e. faculty or administrative support);
- c. plans for achieving your intended goal(s), including obtaining a higher education position in the state of Illinois;
- d. identification and explanation of current and/or past professional experiences that would be helpful in achieving goal(s); such as prior teaching experience, publications, honors, presentations, participating in faculty research, assistantships held, etc.

### The Statement of Underrepresented Status

1. In the upper right hand corner, indicate:

- a. title of statement: Underrepresented Status;
- b. your name;
- c. intended DFI institution.

2. Type a one- to two-page paper addressing the following:

- a. identification of your underrepresented group;
- b. description of how your underrepresented status influenced your personal and professional goals;
- c. discussion of why you should be awarded a fellowship earmarked specifically for underrepresented groups.

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## Checklist

The following documents constitute a complete application:

- Official acceptance letter\* (for degree program for which funding is being sought);
- Completed application form.\* All questions on application form pertain to the degree program for which funding is being sought, unless otherwise indicated;
- Completed financial form\* (and FAFSA, **February 15, 2010**, deadline met)
- The Professional Goals Statement\*
- The Statement of Underrepresented Status\*
- Three letters of recommendation\*
- Only official transcripts\* (no copies)

Standardized test scores (if required for degree program for which funding is being sought)

**\*All items must be responded to or submitted. Incomplete applications will not be considered and will be automatically disqualified.**

For additional information or questions, please contact:

DFI Administrative Office  
431 East Adams Street, 2nd Floor  
Springfield, IL 62701  
217.782.2551  
[DFI@ibhe.org](mailto:DFI@ibhe.org)



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## PLEASE CHECK APPROPRIATE DESIGNATION:

Black/African American (Non-Hispanic) \_\_\_\_\_  
Mexican-American \_\_\_\_\_ Puerto-Rican \_\_\_\_\_ Central/South American \_\_\_\_\_  
Other Latino (please specify): \_\_\_\_\_  
American Indian/Alaskan Native \_\_\_\_\_ Tribe: \_\_\_\_\_  
Asian American \_\_\_\_\_ (specify): \_\_\_\_\_  
Languages Spoken (if other than English): \_\_\_\_\_  
Languages Written (if other than English): \_\_\_\_\_

## CITIZENSHIP:

U.S. citizen: Yes \_\_\_\_\_ No \_\_\_\_\_ Permanent resident of the U.S.: Yes \_\_\_\_\_ No \_\_\_\_\_

If permanent U.S. resident, indicate permanent registration number: \_\_\_\_\_

If permanent U.S. resident, indicate the total number of years you have resided in the U.S.:  
\_\_\_\_\_

## RESIDENCY:

(Please read carefully and check all that apply)

1. Did you earn an educational diploma (high school or postsecondary) at an institution located in the State of Illinois? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, specify Illinois high school and graduation date: \_\_\_\_\_

If yes, specify Illinois postsecondary institution and graduation date: \_\_\_\_\_  
\_\_\_\_\_

2. Have you resided in Illinois since February 15, 2007? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, list address and length of stay at each address for past three years:

\_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

\_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

\_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

## EMPLOYMENT HISTORY:

Dates (to/from)	Employer	Position Title
_____	_____	_____
_____	_____	_____
_____	_____	_____

- Specify Work Interest: \_\_\_\_\_ Community College \_\_\_\_\_ Four year (research emphasis) (check only one) \_\_\_\_\_ Four year (teaching emphasis);
- Are you willing to relocate to other parts of the state of Illinois to accept full-time employment in a faculty or staff position? Yes \_\_\_\_\_ No \_\_\_\_\_

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## ACADEMIC HISTORY INFORMATION

Beginning with the most recent degree completed or pursued (not including the one for which you seek funding), list all colleges/universities attended as a graduate/undergraduate student. Attach additional sheets if necessary.

<u>Institution/Location</u>	<u>Dates Attended</u> From _____ To _____	<u>Degree</u> <u>Sought</u>	<u>Discipline</u>	<u>Year Degree</u> <u>Received</u> <u>Or Expected</u>

## GRADE POINT AVERAGE:

**Undergraduate** (indicate scale if other than A= 4.0)

Overall G.P.A. \_\_\_\_\_ G.P.A. for last two years \_\_\_\_\_ G.P.A. in major \_\_\_\_\_

**Graduate** (indicate scale if other than A= 4.0)

Overall G.P.A. \_\_\_\_\_ Credit Hours Completed \_\_\_\_\_

See page 4 for eligibility requirements

## ADDITIONAL INFORMATION REGARDING CURRENT ACADEMIC PURSUIT:

I am seeking funding for: \_\_\_\_ Doctorate-level (answer Doctoral section below)  
 \_\_\_\_ Master's-level (answer Master's section below)  
 \_\_\_\_ Master's/Doctorate combo (answer both sections below)

### Doctoral-level degree seekers:

- Are you currently writing a dissertation? Yes \_\_\_\_ No \_\_\_\_
- Will you have completed all requirements of your program, except the dissertation before the fall semester 2010? Yes \_\_\_\_ No \_\_\_\_
- Date of entry into doctoral program (month/year): \_\_\_\_\_
- Anticipated preliminary exam date (month/year): \_\_\_\_\_
- Anticipated defense date (month/year): \_\_\_\_\_
- Anticipated degree conferral date (month/year): \_\_\_\_\_

### Master's-level degree seekers:

- Is a thesis or research paper required? Yes \_\_\_\_ No \_\_\_\_
- Are you currently writing a thesis or research paper? Yes \_\_\_\_ No \_\_\_\_
- Will you have completed all requirements of your program, except the thesis/research paper, before the fall semester 2010? Yes \_\_\_\_ No \_\_\_\_
- Are you pursuing a terminal Master's degree? (i.e., MFA, MSW, etc.) Yes \_\_\_\_ No \_\_\_\_
- Date of entry into master's program (month/year): \_\_\_\_\_
- Anticipated qualifying exam date (month/year): \_\_\_\_\_
- Anticipated degree conferral date (month/year): \_\_\_\_\_

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## ADVISOR/MENTOR INFORMATION

Mentor's Name: \_\_\_\_\_

Mentor's Department: \_\_\_\_\_

Mentor's Telephone: ( \_\_\_\_\_ ) \_\_\_\_\_

Mentor's E-mail: \_\_\_\_\_

*If you do not currently have a mentor and accept a DFI Fellowship, one must be determined and reported within the first six months of funding.*

## APPLICANT CERTIFICATION

I certify that the information on this application is correct. In the absence of a DFI award, I will not be financially able to pursue a graduate degree at this institution. I authorize release of this and other important information to verify my eligibility for a DFI award. I agree to the conditions of the DFI award, if one is offered and accepted. I understand that misrepresentation of any portion of this application may result in the cancellation of the financial award.

\_\_\_\_\_ If awarded, I agree to forward a copy of the first two pages of my 2009 federal tax forms if requested to do so.

Applicant's Printed Name \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## PERMANENT CONTACT INFORMATION

Provide the name, address, telephone number, and e-mail address of a person who **does not reside with you** and who will always be able to contact you, should we be unable to reach you directly. (List a person that you assume will be at this address for approximately five years from this date.)

Name: \_\_\_\_\_

Last

First

Middle

Telephone ( \_\_\_\_\_ ) \_\_\_\_\_

Address: \_\_\_\_\_

Street

\_\_\_\_\_

City,

State

Zip Code

E-mail: \_\_\_\_\_

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## FINANCIAL INFORMATION FORM

The Diversifying Higher Education Faculty in Illinois Program is a financial needs-based fellowship. All applicants are required to complete the Free Application for Federal Student Aid (FAFSA), which is a standard among all postsecondary institutions in determining financial need.

You may complete the FAFSA online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). It will take approximately 30 to 45 minutes to complete the form. Be sure to follow the directions carefully and have the required documentation on-hand that is necessary to complete the form correctly. You also may complete a FAFSA Renewal Application at this site if you submitted a FAFSA last year. If you choose to use a Renewal FAFSA, you will only need to provide current answers to financial and tax questions. You also must update any information that has changed since last year. According to the FAFSA website, you will need the following documentation to complete the form correctly:

- \* Student's driver's license and Social Security card;
- \* W-2 Forms and other records of money earned in 2009;
- \* 2009 income tax return (IRS Form 1040, 1040A, 1040EZ; Trust Territory tax; return; or foreign country tax return);
- \* Records of untaxed income, such as welfare, Social Security, Aid to Families with Dependent Children (AFDC) or Aid to Dependent Children (ADC), TANF (Temporary Assistance to Needy Families), or veterans benefits;
- \* Current bank statements;
- \* Current mortgage information for businesses and investments;
- \* Business and farm records;
- \* Records of stocks, bonds, and other investments.

Two weeks after completing the online FAFSA, you may follow up on their website to receive your Student Aid Report (SAR), which contains your Expected Family Contribution (EFC). Financial need is the difference between your EFC and your school's cost of attendance (which can include living expenses), as determined by the school.

You also may complete the FAFSA or FAFSA Renewal manually by obtaining an application from the financial aid office at your institution.

**\*\*APPLICANTS MUST COMPLETE THE FAFSA ONLINE NO LATER THAN FEBRUARY 15, 2010**, or have an SAR on file with your institution's financial aid office no later than February 15, 2010.

\*Information obtained through [www.fafsa.ed.gov](http://www.fafsa.ed.gov) website.

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**Notification of Special Financial Circumstances**

If you receive this award, do you intend to (indicate one):

\_\_\_\_\_ Not work next year

\_\_\_\_\_ Work part-time next year\*

\_\_\_\_\_ Work full-time next year\*

\*If you will be working part- or full-time next year, list your projected income  
for 2010: \$ \_\_\_\_\_

\*Spouse's projected earnings for 2010: \$ \_\_\_\_\_

Total outstanding balance(s) on your Stafford Loan: \_\_\_\_\_

**Special Circumstances** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Certification:**

**I have filed the Free Application for Federal Student Aid (FAFSA) prior to February 15, 2010. All information is complete and true to the best of my knowledge. I agree to provide, upon request, proof of the information I have given on this form. I realize that this proof may require a copy of my income tax forms if requested.**

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**TO BE COMPLETED ONLY BY DFI INSTITUTIONAL REPRESENTATIVE**

Total Direct Expenses: \$ \_\_\_\_\_ - EFC: \$ \_\_\_\_\_ = Student Need: \_\_\_\_\_

\_\_\_\_\_  
Signature DFI Institutional Representative

\_\_\_\_\_  
Position

- Please provide three copies of this page when submitting the DFI application.
- Only applications with student need of \$10,000 or greater will be considered.

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## Institutional Representatives

### **Adler School of Professional Psychology**

Terri Esch  
Coordinator of Financial Aid  
65 E. Wacker Place, Suite 2100  
Chicago, IL 60601-7203  
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Fax: (312) 201-5917  
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### **Argosy University Chicago**

Lyuda Berkoff  
Director of Student Finance  
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### **Aurora University**

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E-mail: [egoldbrg@aurora.edu](mailto:egoldbrg@aurora.edu)

### **Bradley University**

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Director, International/Graduate Admissions  
1501 West Bradley Avenue  
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E-mail: [lrf@bradley.edu](mailto:lrf@bradley.edu)

### **Chicago School of Professional Psychology**

Lytashia Grove  
Director of Financial Aid  
325 N. Wells  
Chicago, IL 60654  
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E-mail: [lgrove@thechicagoschool.edu](mailto:lgrove@thechicagoschool.edu)

### **Chicago State University**

Justin Akujeze  
Dean of the Graduate College  
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### **Columbia College of Chicago**

Louise Love  
Vice President for Academic Affairs  
600 S. Michigan Avenue, Suite 811J  
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Telephone: (312) 369-7495  
Fax: (312) 369-8466  
E-mail: [llov@colum.edu](mailto:llov@colum.edu)

### **DePaul University**

Sue Epps  
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2250 N. Sheffield, Room 307  
Chicago, IL 60614  
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### **Dominican University**

Michael Shields  
Director of Financial Aid  
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E-mail: [mshields@dom.edu](mailto:mshields@dom.edu)

### **Eastern Illinois University**

Bill Elliott  
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Admissions  
600 Lincoln Avenue  
Charleston, IL 61920-3099  
Telephone: (217) 581-7489  
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## **Governors State University**

Sherilyn Poole  
Associate Vice President for Student Affairs  
and Dean of Students  
One University Parkway  
University Park, IL 60466  
Telephone: (708) 534-7594  
Fax: (708) 534-8399  
E-mail: [s-poole@govst.edu](mailto:s-poole@govst.edu)

## **Illinois Institute of Technology**

Holli Pryor-Harris  
Assistant Dean and Director of Graduate Service  
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## **Illinois State University**

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Associate Director of Graduate Studies  
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## **Lewis University**

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## **Loyola University Chicago**

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## **Midwestern University**

Mary Lee  
Vice President/CAO  
Pharmacy & Health Science Education  
555 31st Street  
Downers Grove, IL 60515  
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## **National-Louis University**

Toni Todd  
Office of Student Finance  
1000 Capitol Drive  
Wheeling, IL 60090  
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Fax: (847) 465-5894  
E-mail: [ttodd@nl.edu](mailto:ttodd@nl.edu)

## **North Central College**

Frank Johnson  
Director of Graduate Programs  
30 North Brainard Street  
P.O. Box 3063  
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Telephone: (630) 637-5842  
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E-mail: [frjohnson@noctrl.edu](mailto:frjohnson@noctrl.edu)

## **Northeastern Illinois University**

Marie Alejandra Prieto-Mendoza  
Academic Skills Specialist  
McNair Scholars Program  
5500 North St. Louis Avenue  
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# Diversifying Higher Education Faculty in Illinois 2010-2011 Application

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# Diversifying Higher Education Faculty in Illinois 2010-2011 Application

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