The Legislature of the State of Florida created International Linkage Institutes to assist in the development of strong economic, educational, and social ties between Florida and countries considered important to Florida’s future. The Florida-Costa Rica Linkage Institute was established in 1986 as one of the initial three Institutes.

The Legislature took an additional step to facilitate the enrollment of students from countries represented by the Linkage Institutes, and authorized the exemption of non-resident tuition fees for up to 1050 credit hours for full-time equivalent Costa Rican students to attend publicly-supported universities and community colleges in Florida.

**TUITION EXEMPTION GUIDELINES**

1. Only Costa Rican citizens are eligible to apply for the Florida-Costa Rica Linkage Institute’s out-of-state tuition exemption.

2. Tuition exemptions can be awarded only upon certification of the student’s current enrollment in, or admission to, a publicly-supported university or community college in Florida. Applicants for graduate tuition exemptions must also verify their acceptance by the college/department of the university.

3. Students awarded a tuition exemption are required to return to their home country, after their studies, for a length of time equal to their exemption period.

4. Exemptions may be awarded at the undergraduate, graduate, and vocational levels, for degree, non-degree and certificate programs of study. Priority will be given to degree-seeking students. Applicants will be considered on an ongoing basis. The exemptions cannot be used for non-credit intensive English study.

5. Selections will be made primarily on the academic merit of the student, and in accordance with the Institute’s program priorities. **Completion of the application and submission of all requested material is not a guarantee that the applicant will receive a tuition exemption.** Each applicant’s file will be reviewed on a case-by-case basis, and only those applicants whose qualifications are deemed high enough by the selection committee and the co-director will be carried forward for further consideration. These qualifications include, but are not limited to: grade point average (GPA), quality of the statement of purpose, type of degree program, and demonstration of progress towards a degree with an intent to graduate (if the applicant is a degree-seeking student). **To be considered for a Tuition Exemption, a GPA of 3.0 is REQUIRED.**
6. It is IMPERATIVE that the applicant includes all materials requested in the CHECK LIST section. Applications received without current official transcript, copies of both Costa Rica passport and identity card, statements of purpose, letters certifying acceptance or current enrollment at applicant’s institution, or any other required documents, will be placed in an incomplete application file. **Any applicant whose file is incomplete by the application deadline will not receive the tuition exemption for that semester and his/her file will be closed.** Applicants who, for good reasons, are unable to include one of the requested documents (example: a current transcript that is not included because the student has been accepted, but has not yet taken classes at the Florida institution) should indicate this on the application form, or explain it in a separate letter. Applications for these students will be considered individually, and the Florida-Costa Rica Institute office will contact the applicant to determine if alternate documentation may be substituted in order to have the application processed.

7. Exemptions will be granted for up to 12 undergraduate credit hours or up to 9 graduate credit hours of study per semester. Due to the increased number of applicants, preference will be given to those students who are already in the system, degree-seeking, and who are preserving eligibility standards. In addition, there is no guarantee that the requested number of hours will be granted to any successful applicant, and in no case will an award be given which is greater than the maximum.

8. Exemptions are granted on a semester-by-semester basis. Therefore, students must submit an Application for each semester.

**CHECK LIST**

1. Completed application form.

2. Copy of letter confirming that you have been accepted by the college or university, or a certification of current enrollment. **For continuing students.** A letter of acceptance is required if you are now changing your college or university.

3. Statement of Purpose, parts A and B. **Not required of continuing/renewing students.**

4. A sealed official transcript. Unofficial transcripts that do not indicate current GPA will not be accepted; the same applies to photocopies of recent grade reports or report cards.

5. Copy of Costa Rican passport and copy of Costa Rican ID.

**PLEASE NOTE**

*Your application will be considered incomplete if you fail to include any of the above documentation. Any student whose file is still incomplete by the deadlines indicated will not be considered.*

*NO EXCEPTIONS WILL BE MADE TO THIS RULE. STUDENTS WITH A GPA OF LESS THAN 3.0 WILL NOT BE CONSIDERED FOR THE TUITION EXEMPTION.*
APPLICATION FORM

Applications and all relating documents must be turned in the application due date. NO applications will be considered after the due date. NO EXCEPTIONS!

- Summer Semester Application Deadline: March 15
- Fall Semester Application Deadline: July 15
- Spring Semester Application Deadline: November 15

Applications are considered one semester at a time.

Incomplete and late applications will not be considered and students with GPAs below 3.0 are not eligible.

Please complete the application form carefully, and mail requested documentation to:

Gisela Fisher  
Florida-Costa Rica Linkage Institute  
International Programs  
Florida State University  
282 Champions Way  
(Fifth floor of the University Center Building A, office suite A5500)  
Tallahassee, FL 32306-2420

For further inquiries, please contact/email Gisela Fisher at gfisher@fsu.edu
FLO RIDA- COSTA RICA LINKAGE INSTITUTE

OUT-OF-STATE TUITION EXEMPTION APPLICATION FORM

SEMESTER APPLYING FOR (choose one only): Fall ___ Spring ___ Summer ___ Year ___

PLEASE TYPE, OR PRINT CLEARLY IN ENGLISH ONLY.

________________________________________________________________________

SS/ID #: ______________

LAST NAME       FIRST NAME

MAILING ADDRESS IN COSTA RICA: _____________________________________________________________

MAILING ADDRESS IN FLORIDA: _________________________________________________________________

CITY: ________________________STATE:_____________________ ZIP CODE: _____________________________

TELEPHONE NUMBER IN COSTA RICA: ____________________ FLO RIDA: ______________________________

FAX: ________________________ E-MAIL ADDRESS: ________________________________________________

CITIZENSHIP: ___________________ PASSPORT #:_____________________ VISA TYPE: _________________

DEGREE: ___________________ MAJOR:______________________________ CURRENT GPA:_______________

UNIVERSITY/ COLLEGE IN FLORIDA YOU ARE CURRENTLY ATTENDING: _______________________________

INSTITUTION WHERE YOU PLAN TO USE THE EXEMPTION: __________________________________________

INDICATE ACTUAL NUMBER OF CREDIT HOURS YOU ARE REQUESTING THROUGH FLO RICA:

UNDERGRADUATE ________ CREDIT HOURS

GRADUATE ________ CREDIT HOURS

(MAX. 12 HRS)       (MAX. 9 HRS)

Estimated Date of Graduation/ Term and Year __________________________

IF GRANTED AN EXEMPTION OF OUT-OF-STATE FEES, I AGREE TO RETURN TO COSTA RICA FOR A
PERIOD EQUAL TO THE EXEMPTION PERIOD. I CERTIFY THAT THE INFORMATION GIVEN IN THIS
APPLICATION IS COMPLETE AND ACCURATE.

STUDENT’S SIGNATURE: ______________________________________ DATE: _______________________

BEFORE COMPLETING AND MAILING THIS APPLICATION, CONSULT THE CHECK LIST IN THE TUITION
EXEMPTION GUIDELINES SECTION FOR THOSE ITEMS WHICH MUST BE INCLUDED. REMEMBER TO
INCLUDE YOUR MOST RECENT TRANSCRIPT, INDICATING YOUR GPA.
FLO RIDA-COSTA RICA LINKAGE INSTITUTE

Continuation of Application Form for First-time Applicants

STATEMENT OF PURPOSE: In approximately 500 words, please respond, in English, to the following questions:

A. How will the exemption credits help you in pursuing your education and in developing your career?
B. How does your specific area of interest contribute to the linkage between Florida and Costa Rica?

FLO RIDA-COSTA RICA LINKAGE INSTITUTE

FOR OFFICE USE ONLY

Certification of admission to __________________________ by __________________________ on __________________________.

( ) Application approved for ___ semester hours for the _______ term at the _______ academic level.

( ) Application was not approved for the following reason(s): ________________________________