

# DEBRA A. FELIX

deb@felixeducationalconsulting.com

## ADMISSIONS EXPERIENCE

### COLUMBIA UNIVERSITY

New York, NY

- **Executive Director and Assistant Dean for Admissions, Financial Aid, and [Diversity] Affairs**
- **Director of Admissions**
- **Associate Director of Admissions**
- **Assistant Director of Admissions**
  - Implemented a strategy that ultimately increased the number of women at top-ranked schools from 27%-40%. My efforts were chronicled by the *New York Times* and the *Wall Street Journal*.
  - Changed financial aid strategy to increase student diversity.

### INTERNATIONAL ADMISSIONS CONSULTING

- **Swarthmore College** – Advised Director of Admissions on all aspects of admissions and financial aid. Attended College Fairs in New York City to attract diverse applicants. Interviewed applicants in New York and the Washington, DC area. Received special recognition from the Admissions Office for submitting one of the most exceptional interview evaluations in the history of the college.
- **Georgetown University** - Conducted interviews with international applicants by phone. Read and evaluated applications during the high season. (3 years)
- **University of Maryland** - Did outreach for the school in Paris, Frankfurt, Hong Kong, Tokyo, Seoul, and locally in the Washington, DC area. (5 years).
- **American Councils on Collaboration in Education and Language Study** - Evaluated thousands of applications for international fellowships annually. Interviewed semi-finalists all over the former Soviet Union. Introduced a new strategy that increased the efficiency of the selection process. State-Department funded effort. (8 years)
- **School for Tomorrow** - Created the school's first Admissions and Financial Aid Offices and coordinated all policies and processes. Ran both offices for 10 months. Produced the school's first financial aid packages, and increased student diversity to 25% of the student body.
- **Youth for Understanding International Exchange** - Conducted international fellowship selections at the high school level. (7 years)
- **Women's Sports Foundation** - Evaluated applications for college fellowships.
- **Institut d'Études Politiques de Paris** - Developed recruiting strategies and a marketing plan to attract more American students to the school.
- **U.S. Information Agency (USIA)** - Rated Fulbright fellowship applications.
- **Howard Hughes Medical Institute** [A scientific foundation] - Managed grant selection processes (applicants were colleges and universities). (11 years)
- **Multi-App** - Primary consultant on the development of the first Common App.
- **University of Minnesota** - Suggested 25 outreach strategies that substantially increased applications from their target group within nine months.
- **Northwestern University** - Tested and critiqued the school's first paperless application. Interviewed applicants to the school in Washington, DC.
- **Felix Educational Consulting** – Advise HS, College, and MBA applicants.

## EDUCATION

**UNIVERSITY OF MARYLAND** College Park, MD  
**Ph.D.** Education Policy and Leadership, GPA 4.0  
Fully-funded - 100% of tuition, books, and fees covered  
Phi Kappa Phi Honors

**COLUMBIA UNIVERSITY** (also admitted to Harvard) New York, NY  
**M.Ed.** Counseling Psychology - GPA 3.9  
Fully-funded – 100% of tuition, books, and fees covered  
**MBA** Management of Organizations GPA 3.9  
Received the Masius Scholarship  
Beta Gamma Sigma Honors

**SWARTHMORE COLLEGE** Swarthmore, PA  
**B.A.** Biology  
Teacher's Certification for Secondary Science

## TEACHING EXPERIENCE

**GEORGETOWN DAY SCHOOL** Washington, DC  
Taught AP Environmental Science.

**THE FIELDSTON SCHOOL** New York, NY  
Taught Biology, Advanced Biology, Earth Science, and Psychology.

**CENTRO DE EDUCACIÓN CREATIVA** Monteverde, Costa Rica  
Created an integrated Environmental Sciences curriculum for grades 7-11.  
Taught Environmental Stewardship to all grades, Pre-K through 11<sup>th</sup>.

**SCHOOL FOR TOMORROW** Rockville, MD  
Taught middle school Life Science.

**TRINITY SCHOOL** New York, NY  
Prep-for-Prep Program - Taught Science and Writing to 6<sup>th</sup> graders.

**ST. JOHN CHRYSOSTOM** Wallingford, PA  
Taught 4<sup>th</sup> grade Science.

**SWARTHMORE HIGH SCHOOL** Swarthmore, PA  
Taught Biology and Physical Science.

**SANDY SPRING FRIENDS SCHOOL** Sandy Spring, MD  
Temporary - Taught AP Environmental Science, Biology, and a Science class for international boarding students who were still learning English.

**OTHER** **SMITHSONIAN INSTITUTION** Washington, DC  
National Advisory Board Member at the Smithsonian Science Education Center, winner of a \$25.5M "i3" validation grant. (6 years)

**Very Good Command of Spanish**