

MBA APPLICATION PROCEDURES

The admission process is designed to identify applicants who have the ability, interest, and qualities necessary to complete the program, and the potential to contribute to the fields of business, management and leadership.

TO BE ELIGIBLE FOR ADMISSION, APPLICANTS MUST SUBMIT THE FOLLOWING:

APPLICATION

Completed and signed application with \$50 application fee.

OFFICIAL UNDERGRADUATE TRANSCRIPT

A bachelor's degree from an accredited institution with a GPA of 3.0 or higher is required. Students with a GPA lower than a 3.0 will be considered on case-by-case basis. In order to certify academic eligibility, students need to submit an official transcript from the college or university that awarded the degree. Institutions should send the official transcript directly to: Graduate Admissions, 2 Washington Street, New York, NY, 10004, or electronically through Parchment or eScrip-Safe. International transcripts must be submitted to World Education Services or Globe Language Services for evaluation.

WRITING PROFICIENCY

Applicants to the MBA program must demonstrate college-level writing proficiency. Submit a typed document (500-600 words) using the following as a guide:

Describe your career goals: short term (while you pursue your graduate degree), post-graduate work (immediately following), and long-term (10-15 years out). Why have you selected the MBA at Alliance University to assist you in accomplishing these goals?

PROFESSIONAL RECOMMENDATION

Obtain a reference from a current or former employer who can accurately assess your level of competency and potential to successfully complete a graduate-level program.

ACADEMIC RECOMMENDATION

Obtain a reference from a professor who can accurately assess your ability to successfully complete a graduate-level program. If out of school five years or more, you may substitute a reference letter from an individual in a leadership role who can assess your potential to successfully complete a graduate-level program.

RESUME

Provide a resume detailing academic and professional achievement.

IMMUNIZATION RECORDS

Documentation of appropriate vaccination for measles, mumps and rubella, along with a meningitis form, must be provided by the student, in accordance with the New York State Health Regulations for colleges.

INTERVIEW WITH THE DIRECTOR

Prior to entering the program, applicants must be interviewed by the Director of the MBA program.

INTERNATIONAL APPLICANTS

English Proficiency: All international students for whom English is not the first language must be certified in English proficiency. The Test of English as a Foreign Language (TOEFL), International English Language Testing System (IELTS), Pearson Test of English (PTE), and Duolingo English Test (DET) are accepted. Minimum score required: TOEFL paper--550; TOEFL Internet--80; IELTS--6.5; PTE--54; DET--105. International transcripts must be submitted to (WES) World Education Services for evaluation or Globe Language Services for evaluation.

Further documentation is required to obtain an I-20 and F1 Academic Student visa. For more information, [click here](#).

COMPUTER LITERACY

Students in the graduate programs will use an online environment for a portion of their learning. Technology skills are necessary for successful completion of the program. Students are required to have access to a computer and the Internet. Applicants of the program should be able to send and receive email, open or send an email attachment, conduct research using the Internet, use Microsoft Word, and download files.

FAFSA (FREE APPLICATION FOR FINANCIAL AID)

Prior to registration, students are required to submit a current FAFSA (pertains to students who intend to receive financial aid of any kind).