When to Apply > You can apply for Fall, Spring, Summer I or Summer II Semester

- Students may be admitted to the program prior to the start of any semester.
- We do not specify deadlines for admission, however, we recommend that you complete your application four months prior to the semester you wish to start.

Application & Essay Questions > Complete online

- Go to www.gonzaga.edu/mba, click on “Prospective Students” link and then “International Student Information.”
- Applicants must submit a $50 (US Currency) non-refundable application fee.
- Copy of passport
- A Financial Declaration and supporting bank statement must be completed and mailed to us for all online applications. There are links to this document on the website.

  **Short Essay Questions**
  - As part of your online application, you will be required to submit answers to three essay questions.
    1. What matters most to you and why?
    2. What are your short-term and long-term career objectives?
    3. Why Gonzaga?

Confidential Recommendations > Two online recommendations are required

- Recommendations are to come from professors, supervisors, managers, etc. Character references (i.e. letters from family members, friends of family, neighbors, etc.) are not accepted.
- You will need the names and contact information of your recommenders to submit with your online application.

Professional Resume > Update your resume

- Update your resume so that all information is accurate.
- Your resume must be submitted electronically with your online application.

Transcripts > Request and Submit Transcripts

- Official international transcripts must be evaluated by one of the following two evaluation services, Educational Credentials Services (www.ece.org) or World Education Services (www.wes.org).
- Students must request to have ECE or WES send the official course-by-course report to Gonzaga’s Graduate School of Business.

TOEFL or IELTS > Required if you have not recently completed a bachelor’s degree at an accredited U.S. college or university

  - Scores in the range of 213-230 CBT will be reviewed on a case by case basis.
- Minimum IELTS overall band score – 6.5
- A Skype interview with the Director of the respective program is required.

GMAT or GRE > Schedule at least one month in advance for registration and study time

- The MBA program accepts GMAT or GRE scores; the MAcc program only accepts GMAT scores
- GMAT: 1-800-GMATNOW or www.mba.com for information and registration.
- On the day of the test, request that your scores be sent to the corresponding Gonzaga MBA or MAcc program to which you wish to apply:
  - GMAT: MBA full-time (BMM3147), MBA part-time (BMM3173), MAcc (BMM3182)
  - GRE: MBA (3617)

Application Questions? Contact Stacey at:

**PHONE:** 509-313-4622 or 800-986-9585 ext. 4622

**FAX:** 509-313-5811

**EMAIL:** chatman@gonzaga.edu

**WEBSITE:** www.gonzaga.edu/MBA

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