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.
- Submit answers to the three essay questions in 150 words or less per question.
  1. What matters most to you and why?
  2. What are your short-term and long-term career objectives?
  3. Why Gonzaga?
- 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.

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)

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 Graduate Business Programs is required.

Confidential Recommendations > Request two online recommendations

- Recommendations are to come from professors, supervisors, managers, etc. Character references are not accepted (i.e. letters from family members, friends of family, neighbors, etc.).
- Email the names, titles, organizations, and professional email addresses of your recommenders to Stacey Chatman, Assistant Director for Admissions (chatman@ Gonzaga.edu). Stacey will then email the secure online recommendation link directly to your recommenders.

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.

Professional Resume > Update your resume

- Update your resume so that all information is accurate.
- Your resume can be submitted electronically to chatman@gonzaga.edu.

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 three months prior to the semester you wish to start.

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<thead>
<tr>
<th>Application Questions? Contact Stacey at:</th>
<th>Mailing Address:</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHONE: 509-313-4622 or 800-986-9585 ext. 4622</td>
<td>Graduate School of Business</td>
</tr>
<tr>
<td>FAX: 509-313-5811</td>
<td>Gonzaga University</td>
</tr>
<tr>
<td>EMAIL: <a href="mailto:chatman@gonzaga.edu">chatman@gonzaga.edu</a></td>
<td>502 E. Boone Ave. AD Box 9</td>
</tr>
<tr>
<td>WEBSITE: <a href="http://www.gonzaga.edu/mba">www.gonzaga.edu/mba</a></td>
<td>Spokane, WA 99258-0009</td>
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</tbody>
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Contact us at www.gonzaga.edu/mba, (509) 313-7044, or mbamaccws@gonzaga.edu