



University of Saint Mary Online Processing Center
650 S. Cherry St. Suite 700, Denver, CO 80246
Website: www.saintmaryonline.com

APPLICATION FOR GRADUATE ADMISSION Masters in Business Administration

Successful completion of the following requirements is necessary for admission.

- Graduate application
- Submission of the following documents
 - Academic Honesty Agreement
- GPA of 2.75 (on 4.0 scale)
 - Lower GPAs may be considered at the discretion of the department and will require additional application pieces
- Official transcripts from all previous institutions
- Must have Bachelor's degree from a regionally accredited institution.
- International Applicants and Applicants Educated Outside the United States:
 - All coursework taken from a college/university outside of the U.S. must be evaluated by an organization specializing in foreign credential evaluation (e.g. Educational Credential Evaluators at www.ece.org or World Education Services at www.wes.org). USM must receive the transcript evaluation results and the official transcripts from the college/university
 - Submit Official Scores for the Test of English as a Foreign Language (TOEFL).
 - ✓ International students are required to submit official TOEFL. The code for the university is 6630. Photocopies of score reports will not be accepted.
 - ✓ More information about this test can be found at www.toefl.org.
 - ✓ International Students are required to submit a completed financial declaration form. International transcripts must be evaluated by a transcript evaluation service. We recommend WES (www.wes.org) or ECE (www.ece.org).

Transfer Credit

Upon approval, you may transfer up to nine credit hours of comparable coursework from another graduate or professional degree program. Credit hours for MGT 795 Business Policy and Ethics, which is the program's capstone course, may not be transferred into the program. Requests for transfer credit are subject to the requirements described in the graduate division academic policies.

Tuition and Fees

Tuition and fees are based on the current catalog available online at www.stmary.edu. Tuition and fees are subject to change.

APPLICANT INFORMATION

Section 1: Personal

Items marked with an * are required.

Name: Last* First* Middle

Preferred Name:

Maiden:

Date of Birth (mm/dd/yyyy):*

Citizenship:

Permanent Address Line 1: *

Permanent Address Line 2:

Permanent City: *

Permanent Country (if outside United States):

Permanent State:*

KS Residents Only – County:

Permanent Zip Code:*

Permanent Phone Number:* (Format: 123-456-7890)

Mobile/cell phone: (Format: 123-456-7890)

Email address:* (format: abc@123.com)

Gender: Male Female

Social Security Number:

Religious Affiliation:

Ethnicity: Hispanic/Latino Not Hispanic/Latino

Race: American Indian or Alaska Native

Asian

Black or African American

Native Hawaiian or Other Pacific Islander

White

Is your father/mother an alumnus of our school? * Yes No

Is your father/mother an employee of our school? * Yes No

Marital Status: Divorced Married Separated Single Unknown Widowed

Have you ever been convicted of a felony? * Yes No

If so, please explain the circumstances of your felony conviction:

List employers, most recent first, and positions relevant to the degree sought.

Employer	Address	Position	From (mm/yyyy)		To (mm/yyyy)	

Section 2: Enrollment

Anticipated Date of Entrance: (mm/yyyy)

Enrollment Status: Full Time Part Time

Have you previously applied to USM? Yes No

Were you previously enrolled at USM? Yes No

How did you hear about USM?

If referred by current student, please name student

Will you be requesting Financial Aid? Yes No

Are you receiving Veteran's benefits? Yes No

What is the highest degree you've earned? Associate's RN Diploma Bachelor's

