GMU Application Checklist – MBA

Application

• Application Link
• Even if all documents are received, applicant must formally submit application in order to be reviewed by selecting “Finalize”

Application Fee

• $75 (momentarily waived)

Official Transcripts

• Official transcripts are required from all universities or colleges attended, including institutions where you did not obtain a degree.
• Transcripts must be sent to one of the following addresses.

  Mailing Address:
  Transcript Processing Center - George Mason University
  32 Mount Joy Street, Suite 300
  Mount Joy, PA 17552

  Electronic Address: olddocs@gmu.edu

• All degrees completed outside the U.S. must be evaluated by World Education Services International Credential Advantage Package (WES ICAP).

Statement of Purpose

• Length: 750 word maximum
• Address the following areas:
  o Relevant background
  o Reasons for selecting this program
  o Professional Goals & how this program will assist you
  o Deciding factors that led you to select GMU

Current Resume

Letters of Reference

• 2 professional letters of reference are required:
  o At least 1 should be from a supervisor or manager
  o Colleagues are acceptable
  o No personal references are accepted

GMAT/GRE

• Official scores must be provided from either the GMAT or GRE.
• Waivers are available & reviewed on a case by case basis.

GPA Addendum

• Required for all applicants with an overall GPA less than a 3.0 in a degree program.

*Committee reserves the right to request additional documentation.

*International applicants may be required to provide additional documentation, including verification of English language proficiency.