

## Admission Policies and Procedures

### Application Process

To be considered for admission to the MBA program applicants must submit:

- **Application:** Please [desu.edu/gradapply](http://desu.edu/gradapply) [1] to complete the online Graduate Application. There is a \$50 (*non-refundable*) application fee.
- **Official Transcripts:** Original official transcripts only (copies cannot be accepted).

All *International Transcripts* must be verified through one of three organizations: WES ([www.wes.org](http://www.wes.org) [2]), ECE ([www.ece.org](http://www.ece.org) [3]), or AACRAO ([www.aacrao.org](http://www.aacrao.org) [4]), this verification including a course-by-course evaluation.

- **Letters of Recommendation:** Please submit two (2) recommendation letters.
- **GMAT Score Record:** The required GMAT score for admission to the program is incorporated in this formula:  $200 * \text{Undergraduate GPA} + \text{GMAT Score} \geq 975$ .
- **Resume or Curriculum Vitae**
- **Personal Statement:** Please prepare a brief Personal Statement explaining why you have chosen to apply to the Delaware State University's MBA program and your philosophy, educational objectives, and career aspirations.
- **For International Students:**
- Official TOEFL or IELTS scores. The TOEFL iBT minimum score required is 79-80; for the IELTS, a minimum of 5.5.
- For information regarding issuance of an I-20 form please contact Ms. Candace Moore (*Director of Office of International Affairs*) at: [cmoore@desu.edu](mailto:cmoore@desu.edu) [5] or 302-857-6474.

### Requirements for Unconditional Admission

For admission to the MBA program applicants must have earned a Baccalaureate degree from an accredited college or university and possess the ability to do graduate work of high quality. Our formula criterion for admission incorporates and attempts to balance the candidate's undergraduate GPA and GMAT scores as follows:  $200 * \text{Undergraduate GPA} + \text{GMAT Score} \geq 975$ . Candidates who have attained the required GMAT score will be admitted unconditionally.

Applicants who were non-business majors or do not meet the foundation course requirements are required to complete them upon admittance to the program.

Foundation Course Requirements:

- Accounting
- Economics
- Finance
- Management Information Systems
- Marketing
- Quantitative Methods

Where applicants are required to complete such foundation courses, this must be done prior to enrolling in associated MBA core courses. The foundation courses may be completed at the undergraduate level at DSU or from any accredited university.

Any or all foundation courses may be waived based upon:

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Published on DSU (<http://desu.edu>)

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- Applicant's work experience
- Applicant's formal education
- Advanced or professional degree(s) above the Baccalaureate level
- National or regional certification in a relevant professional field.

Prospective students may also take CLEP exams in lieu of the foundation course requirements. Recommendations for the foundation course waivers are subject to review and certification by the MBA Admissions Committee and subject to the recommendation of the Dean of the College of Business to the Dean of the School of Graduate Studies and Research.

### Requirements for GMAT Waivers

An applicant may apply for a GMAT waiver if they meet any one of the following conditions:

- Advanced or professional degree (MD, JD, Ph.D., EdD, etc.) above the baccalaureate level with evidence of proficiency in quantitative course work; or
- National or regional certification in a relevant professional field; or
- Completed Master's degree with an undergraduate GPA of 2.8 or high on a 4.0 scale; or
- A DSU COB bachelor's degree with a GPA of 3.0 or higher on a 4.0 scale (no work experience required); B in two college level Math courses required, preferably in Statistics & Calculus; or
- A bachelor's degree with a GPA of 3.3 or higher on a 4.0 scale from an accredited undergraduate school (no work experience required); or
- A bachelor's degree with a GPA of 3.2 or higher on a 4.0 scale from an accredited undergraduate school (with at least two years of relevant work experience).

GMAT waivers are subject to interview, review, and certification by the MBA Admissions Committee and subject to the recommendation of the Dean of the College of the Business to the Dean of the School of Graduate Studies and Research.

### Transfer Credit

MBA students may transfer toward their Master's degree a maximum of nine (9) graduate credits from another accredited institution provided they earned a grade of 'B' or higher in the course for which transfer credit is sought. The transfer credit must be directly related to the MBA course requirements and must have been completed not more than five (5) years from the student's date of application.

### Scholarship and Tuition Waivers

The MBA program through the College of Business offers limited scholarship funds and tuition waivers. All financial assistance is offered to students on a first-come, first-served basis and only students who have been accepted into the MBA program will be considered for the limited funds that are available. Given the limited nature of these scholarship funds students are encouraged to explore other sources of financial support.

**Source URL:** <http://desu.edu/admission-policies-and-procedures>

#### Links

- [1] <http://desu.edu/gradapply>
- [2] <http://www.wes.org/>
- [3] <http://www.ece.org/>
- [4] <http://www.aacrao.org/>
- [5] <mailto:cmoore@desu.edu>

