



WOODBURY

SCHOOL *of* BUSINESS

Application for Graduate Admission Master of Business Administration

Application Deadline

Feb. 15, 2010

(We will accept applications until all 40 seats are filled.)

RETURN TO:

UTAH VALLEY UNIVERSITY
Woodbury School of Business
GRADUATE STUDIES MS-146
800 W University Pkwy
Orem, UT 84058-5999

or

Apply Online at

www.uvu.edu/admissions/graduate

Admissions

(801)863-8466

Information

(801)863-INFO

Bookstore

(801)863-8641

Registration/Records

(801)863-3171

Graduation/Transfer Credit

(801)863-8438

Woodbury School of Business

(801)863-8098

Program Description

Fall 2010 initiates the Woodbury School of Business MBA program at Utah Valley University, accredited by AACSB. The purpose of the MBA degree is to prepare students with the necessary knowledge and skills to compete in a competitive global business environment. It will assist business professionals who seek to enhance their analytical, problem-solving, and decision-making skills. The MBA program will provide two areas of emphasis: 1) management, and 2) a specialization in accounting. Both business and non-business undergraduates will be accepted. Students with special work experience, international experience, or from underrepresented groups are especially encouraged to apply.

Graduate Admission Requirements/Information

Every applicant must submit the following required information to the Woodbury School of Business:

- Completed Application on-line (<http://www.uvu.edu/admissions/graduate>)
- Pay nonrefundable \$45 application fee by check or money order (payable to UVU)
- ALL official university transcripts
- Three (3) letters of recommendation mailed directly from the reference to the Woodbury School of Business. **Prospective students who have been out of school for less than two years should submit two of the three letters from faculty members; those who have been out of school for more than two years may submit three professional letters.
- TOEFL scores (Students for whom English is their second language and have not earned a Bachelor Degree in the United States ONLY)
- Official Graduate Management Admission Test (GMAT) or Graduate Readiness Exam (GRE) scores from Graduate Management Admission Council (GMAC) or Educational Testing Service (ETS). **Prospective students must complete the GMAT or GRE general test with a minimum score at or above the 40th percentile overall in the verbal and quantitative portions; special emphasis will be given to the quantitative score. GRE registration is available at www.ets.org/gre/grereg.html; institution code for UVU is 4181. GMAT registration is available at www.mba.com; during the test you can choose to send your score to UVU.

When all application materials have been received, applicants will be notified via e-mail. Formal notification of acceptance status will be mailed to all applicants.

The UVU MBA program does not meet international student VISA requirements. Until further notice international students will not be accepted into the program.

Information for the various semesters is available at: www.uvu.edu/schedule. All students are expected to read, and abide by these dates, deadlines, etc. Students need to be aware of and make full tuition payment before or on the tuition payment deadline date. A late fee of \$100 begins the 14th day of the semester if tuition is not paid in full before that date. Beginning the fourth week of school, classes will be dropped for nonpayment.

Students with disabilities or chronic health conditions desiring accommodations should contact the Accessibility Services Department (801) 863-8747, with appropriate documentation. Accessibility Services is the only department authorized by UVU to receive information and provide for accommodations.

DIRECTORY INFORMATION

In accordance with the provisions of the Family Educational Rights and Privacy Act of 1974, and the Confidentiality of Records Policy of the University, if you DO NOT want directory information about yourself listed in public and campus directories you MUST fill out a "REQUEST TO WITHHOLD DIRECTORY INFORMATION" form and return it to Admissions. Directory Information includes name, phone number, home town city and state, verification of current enrollment, dates of enrollment, degrees conferred, dates, major field of study and honors. Academic and address information will be given to sponsoring agencies or individuals upon proof of sponsorship.

APPLICATION FOR GRADUATE PROGRAM ADMISSIONS

(Print Clearly in Dark Ink)

New Student to UVU

Application Date _____

Readmission to UVU Attended under what last name? _____ UV ID if known _____

Domestic Application - \$45 (nonrefundable fee)

Social Security Number _____ - _____ - _____ **Program: Master of Business Administration**

Name _____

Local Mailing Address _____
Last First Middle Maiden () -

Street City State Zip Code Local Telephone

Permanent Mailing Address _____
Street City State Zip Code Telephone

Emergency Contact: Name _____ Relationship _____

Address _____
Street City State Zip Code Telephone

Birth Date ____/____/____ Birthplace _____
City State Country

Male Female

Are you a U.S. Citizen? Yes No (Submit proof of citizenship if born outside the United States.)

If no, are you a resident alien? Yes No (If yes, please submit a copy of your Resident Alien Card, front and back, with this application.)

Is English your native language? Yes No If not English - native language _____

Predominant Ethnic Background: (Check one: Requested for Federal Reporting.)

White (Caucasian) Hispanic/Latino Pacific Islander

Asian Black/African American American Indian/Alaskan Native List Tribe _____

Driver's License: State _____ Number _____

I claim legal residence of _____ If Utah, how long have you continuously resided in the state _____ Years _____ & Months

List City and State for the past three years with dates at each location and list activity while there. Example; employment, military, student, etc.

City	State	From (Mo/Yr)	To (Mo/Yr)	Employer/Activity
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Email Address _____

Statement: I understand and agree with the terms of application to the graduate program at UVU.

I certify that all information provided on the following pages is accurate and correct.

I understand that if information is not accurate or correct, I will be dismissed from the program.

Signature _____ Date _____

This page is used for administrative purposes only. Acceptance into a graduate program is determined by the information submitted on the additional documentation provided. Utah Valley University is an equal opportunity institution and does not base acceptance on age, race, gender, marital status or nationality, the collected data is only used for federal and state reporting purposes. All application materials become property of UVU and will not be returned.

RES CODE _____
ADMISSIONS _____
PROCESSED ON _____

Applicant's Name _____

Master of Business Administration

List all Colleges/Universities you have attended:

College	City	State	From: Mo/Yr	To: Mo/Yr	Degree	GPA
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

Major

Master of Business Administration

Chose One Area of Concentration

- Accounting
- Management

Work experience

None

Employer _____ Type of work _____

Your title _____

City _____ State _____

Length of work experience From: _____ To: _____ Full-time Part-time
Mo/Yr Mo/Yr

Primary Responsibilities

None

Employer _____ Type of work _____

Your title _____

City _____ State _____

Length of work experience From: _____ To: _____ Full-time Part-time
Mo/Yr Mo/Yr

Primary Responsibilities

None

Employer _____ Type of work _____

Your title _____

City _____ State _____

Length of work experience From: _____ To: _____ Full-time Part-time
Mo/Yr Mo/Yr

Primary Responsibilities
