Executive MBA Application Checklist and Roadmap

There is a lot of information to consider during the application process. We developed two resources with key milestones to help clarify the process and help you progress through the application.

**APPLICATION CHECKLIST:** A quick-glance checklist with required application materials only.

**APPLICATION ROADMAP:** A more comprehensive planning guide with required and suggested activities, as well as accompanying resources to help in the process.

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**EXPRESS LANE CHECKLIST**

1. **START APPLICATION**
2. **RESUME**
3. **ESSAY QUESTIONS**
4. **RECOMMENDATIONS**
5. **GMAT/GRE SCORE OR WAIVER**
6. **UPLOAD TRANSCRIPTS**
7. **SUBMIT APPLICATION**

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**EXPERT TIP**

You may submit your application before we receive your official transcripts and recommendations.

**EXPERT TIP**

Consult ROADMAP for more detailed info and suggestions.

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*GMAT/GRE waivers are available for the Evening and Weekend Executive MBA Programs. [MORE >]*
EXECUTIVE MBA APPLICATION ROADMAP

YOUR ROADMAP

1. SCHEDULE A PHONE CONSULTATION
   - Begin applying to your preferred program. You can transfer your application materials to another before submitting your application.
   - MORE >

2. START APPLICATION
   - Begin your application by creating an account
   - MORE >
   - Sign up for a class visit or webinar
   - MORE >
   - Refine your resume for your EMBA application
   - MORE >
   - Determine if you qualify for a GMAT/GRE waiver
   - MORE >

3. GATHER MATERIALS
   - Request official transcripts from your previous academic institutions
   - Schedule a financial aid review or attend a webinar
   - MORE >
   - Request recommendations by providing names and emails of three recommenders
   - MORE >
   - Draft an exceptional EMBA essay
   - MORE >

4. SUBMIT APPLICATION
   - Submit your recommendations and transcripts
   - Submit your essay question responses
   - Pay your application fee
   - MORE >

5. GET PREPARED
   - All applicants are considered for fellowships. No additional application is required.
   - MORE >
   - Prepare for your interview
   - MORE >
   - Receive an admissions decision
   - Pay your enrollment deposit
   - Get ready for class

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