



CONCORDIA
UNIVERSITY

GRADUATE APPLICATION
Master of Business Administration

Applying to Concordia University:

Concordia University's Master of Business Administration is designed for students who crave a meaningful and rigorous program that is conveniently scheduled to fit into the lives of busy professionals.

MBA Admission Requirements and Checklist

Admission to the MBA program is competitive. Work history, evidence of managerial proficiency, academic ability, and leadership potential will be considered in the review process. To apply for Concordia's MBA program, please complete the following checklist:

- A completed Master of Business Administration application. You may also apply online by going to: www.concordiamba.com.
- A non-refundable application fee of \$50.
- A Written narrative statement that presents relevant information about previous experiences, explains professional interests and career goals, and discusses reasons for wanting to obtain the MBA degree.
- A résumé that provides a history of professional experience, including both salaried and volunteer positions. Five or more years of professional work experience is recommended.
- Two confidential letters of recommendation. The letters should be from past and present supervisors and/or professional colleagues. Self-employed candidates may submit letters from business associates. Letters should address the candidate's intellectual abilities, professional achievements, and potential for increased management responsibilities.
- Scores from the Graduate Management Admission Test (GMAT), Graduate Record Examination (GRE), or the Business Critical Thinking Skills Test (BCTST).
- Proof of completion of bachelor's degree from an accredited institution with a 3.0 GPA or above for your last 60 semester credits. Submit official, sealed transcripts from every school you have attended. Records should be sent directly to Concordia University. You may submit the Transcript Release Form to authorize Concordia University to request official transcripts on your behalf. This is available only to US residents for US colleges and universities.
- International applicants should also refer to the International Student Checklist which is located at www.concordiamba.com.

LANGUAGE REQUIREMENTS FOR APPLICANTS:

1. A score of at least 550 (paper based), 213 (computer based), or 80 (internet based) on the Test of English as a Foreign Language (TOEFL).
- OR -
2. A score of 6.5 on the International English Language Testing Systems (IELTS).
- OR -
3. Successful completion of English Language School (ELS) Level 112.

For ELS application information go to www.els.edu

Note: International students may submit a professional portfolio in lieu of the GMAT/GRE. Please visit www.concordiamba.com for more information about the portfolio option.

Return all application materials to:

Office of Admission
CONCORDIA UNIVERSITY
2811 NE Holman Street
Portland OR 97211-6099

For more information contact us at:

Admissions 503-280-8501
Toll-free 800-321-9371
admissions@cu-portland.edu
www.cu-portland.edu

Make \$50.00 application payment:

Check or Money Order payable to **CONCORDIA UNIVERSITY**
(Note the name of the applicant on the check memo line.)

**Please Attach \$50 Non-Refundable
Application Fee To Form!**

Please Attach \$50 Application Fee Here!

Concordia University Graduate Application: Master of Business Administration (MBA.)

please type or print

Name: _____
Last Legal First Middle Preferred First Other name(s) on Academic Records

Mailing Address: _____
Street City State Zip

Permanent Address: _____
Street City State Zip

Home Phone: (_____) _____ - _____ Cell Phone: (_____) _____ - _____

Work Phone: (_____) _____ - _____

Primary Email: _____ Social Security Number: _____ - _____ - _____

Date of Birth: _____ - _____ - _____ Country of Citizenship: _____ U.S. Military Veteran?: Yes No

Citizen Type: U.S. Citizen Resident Alien Refugee/Immigrant Other Immigration Visa Type: _____

Resident aliens and immigrants must provide documentation verifying resident or immigrant status – contact your admission counselor for details. If you are neither a citizen nor a resident alien/immigrant, please request and complete the international application for admission.

Concordia University Alumnus? Yes No Degree(s)/Graduation Year(s): _____

List below all universities, colleges, and community colleges you have attended (no exceptions). If you have not yet completed your bachelor's degree, please indicate your anticipated date of graduation and degree. Please make your first listing the school from which you received / will receive your bachelor's degree.

<i>Institution</i>	<i>City</i>	<i>State</i>	<i>From</i>	<i>To</i>	<i>Degrees/ Major</i>	<i>Completed Y/N</i>	<i>In Progress Y/N</i>

Concordia will request your official transcripts from the schools you have attended on your behalf. This is available only to US residents for US colleges and universities.

- Yes, I plan on having Concordia request the transcript from the school at which I received my bachelor's degree by submitting the Transcript Release Form.
- No, I will request my own transcripts and have them sent to Concordia.

Gender: Male Female Marital Status: Married Single

Ethnic Origin: American Indian or Alaskan Native African American Caucasian Multi-racial
 Asian American or Pacific Islander Hispanic/Latino Other: _____

Religious Preference: _____ If Lutheran, which Synod? _____

Congregation and City: _____ Pastor's Name: _____

PERSONAL INFORMATION

ACADEMIC BACKGROUND

OPTIONAL INFO

-
1. Are you currently enrolled at CU? Yes No
 2. Have you previously applied for graduate admission at Concordia University? Yes No Semester: _____ Year: _____
 3. I plan to apply for student loans through Concordia: Yes No
 4. I plan to start my enrollment at CU: 20_____ Fall Semester (August) Spring Semester (February)
 Location: Portland Bend
 5. All students must complete the MBA core courses (31 credits) and six semester credits of MBA electives.
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In addition to providing this information, please include a current résumé with your completed application.

1. Current Employer: _____
 2. Mailing Address: _____
 3. Position or Title: _____
 4. Total Number of Years with Current Employer: _____
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YES! I was referred to Concordia University's MBA program by:

Name: _____
Last Legal First Middle Preferred First Date of Birth

Mailing Address: _____
Street City State Zip

Home Phone: (_____) _____ - _____ Cell Phone: (_____) _____ - _____

Work Phone: (_____) _____ - _____ Primary Email: _____

Country of Citizenship: _____

Are they a Concordia University Alumnus? Yes No Degree(s)/Graduation Year(s): _____

By signing this application, I hereby certify that all the information I have provided is accurate. Furthermore, if I am accepted and subsequently attend Concordia University, I agree to abide by all policies and procedures stated in the Concordia University catalog and student handbook and any subsequent updates or revisions to such policies that are communicated to me during my tenure as a Concordia University student.

Date: _____ - _____ - _____ Applicant's signature: _____

Concordia University admits students of any religion, race, color, national and ethnic origin, sex, age, sexual orientation, and disability to all the rights, privileges, programs, and activities generally accorded or made available to students at the University. It does not discriminate on the basis of religion, race, color, national and ethnic origin, sex, age, sexual orientation, or disability in administration of its educational policies and programs, admission policies, merit scholarships and loan programs, and athletic or other university-administered programs. Complaints or charges should be filed with the University's Title IX coordinator.

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