UNION
GRADUATE
COLLEGE

School of Management
MBA Program Application

Union Graduate College
80 Nott Terrace
Schenectady, New York 12308

Telephone: 518.631.9831
Fax: 518.631.9901
Email: info@uniongraduatecollege.edu
www.uniongraduatecollege.edu

PROGRAM (choose one):

❑ MBA ❑ MBA in Healthcare Management
❑ Accelerated BA/BS/MBA (with Union College)
❑ MBA ❑ MBA Healthcare Management
❑ JD/MBA ❑ JD/MBA Health (with Albany Law School)
❑ PharmD/MBA Healthcare (with Albany College of Pharmacy)
❑ PharmBS/MBA Healthcare (with Albany College of Pharmacy)
❑ Certificate Programs: ❑ Human Resource
❑ Management and Leadership
❑ Healthcare Management

STATUS:

❑ Full-time ❑ Part-time

TERM OF ENTRANCE (choose one):

❑ Fall ❑ Winter ❑ Spring ❑ Summer I ❑ Summer III

YEAR OF ENTRANCE _____

Name Ms./Mr./Dr. _____
FIRST LAST

Mailing Address: _____

_____

Current Phone: ( ) _____

Cell Phone: ( ) _____

Cell Phone Provider (for emergency system)_____

Permanent Address: (if different)_____

_____

Permanent Phone: ( ) _____

Current Employer: _____
(if applicable)
Business Address: _____

_____

Social Security No. _____-_____-_____ ___

Date of Birth: _____ ❑ Male ❑ Female
MM / DD / YEAR

Place of Birth: _____
CITY COUNTRY

Country of Citizenship _____

Visa status _____

Ethnic Origin (optional) _____

Personal Email Address: _____

Position Held: _____

Business Phone: ( )_____

Business Email: _____

PREVIOUS EDUCATION: List all colleges attended (both graduate and undergraduate) starting with the most recent. Use a separate sheet if necessary.

Name of Institution	Location	Degree	Major	Date of Degree	Date Transcript Requested

WORK EXPERIENCE: (or submit information on a resumé)

Employer	Position Held	Dates

OTHER COLLEGES YOU HAVE APPLIED TO:

Name

LETTERS OF RECOMMENDATION have been requested from the following:

Name	Organization/Position	Phone Number

ESSAY QUESTION: One page

Describe your motivation for pursuing a graduate business degree. Be sure to include discussion of the particular benefits you expect from your Graduate College degree.

STANDARDIZED TESTS:

GMAT: Date Taken _____

An official GMAT score report that is not more than 5 years old must be submitted to Union Graduate College.

CODES: 2PK-PN-57 (MBAFT) 2PK-PH-52 (MBA Health FT) 2PK-PN-66 (MBA-PT) 2PK-PN-50 (MBA Health PT)

INTERNATIONAL APPLICANTS:

TOEFL: Date Taken _____ or **IELTS:** Date Taken _____

Applicants whose native language is not English must submit official scores from the Test of English as a Foreign Language (TOEFL or IELTS). Only test scores not more than two years old will be accepted. Union Graduate College code is 7991 for the TOEFL.

TRANSCRIPT TRANSLATION: Complete English translation including grades in US standards is required.

I CERTIFY THAT ALL INFORMATION PROVIDED IN THIS APPLICATION AND ACCOMPANYING DOCUMENTS ARE CORRECT TO THE BEST OF MY KNOWLEDGE.

Signature: _____ Date: _____

APPLICATION CHECKLIST (Materials included or sent separately):

- Three Letters of Recommendation
- Official transcripts from all institutions attended
- Essay as described above
- Unofficial copies of GMAT and TOEFL (official scores for GMAT and TOEFL must be mailed to Union Graduate College from ETS)
- $60 application fee
- Resume

MAIL TO: Admissions Coordinator, Union Graduate College, 80 Nott Terrace, Schenectady, NY 12308

FOR ADMISSIONS OFFICE USE ONLY:

❑ Admitted ❑ Denied _____

Date Approval Signature

Visit our website at http://www.undergraduatecollege.edu