



# Western MBA Program Application Checklist

## Important Application Dates

- **Priority Admission Deadline:** February 15, 2010. Fully submit your application with all application materials by February 15, 2010 and your application will receive priority consideration if you meet the minimum admission requirements. Priority Admission is recommended by the Western MBA Program due to the extraordinarily large volume of applications expected this year.
- **Final Application Deadline:** May 1, 2010.  
Because May 1st, 2010 is a Saturday, all electronically submitted or postmarked applications will be considered on-time.

## MBA Application Process

- Step 1:** Fill out and submit the [Online Application Form](#).
- Step 2:** Submit a current professional resume and a [Statement of Purpose](#).
- Step 3:** Take the GMAT Exam and submit scores to Western Washington University Graduate School (recently, successful applicants have achieved an average score of about 540 - 580).
- Step 4:** Submit two (2) official transcripts in sealed envelopes from each of your post-secondary institutions you have attended to the Western Washington University Graduate School at:

WWU Graduate School  
516 High Street, Old Main 530  
Bellingham, WA 98225-9037

Official transcripts should have been printed within the last two years and must arrive at the Graduate School in sealed envelopes prepared by the university or college.

A **minimum 3.0 GPA is required for the last 90 quarter hours or 60 semester hours** of undergraduate study to qualify for the program. Occasionally, the MBA admissions committee recommends an exception to this requirement when other evidence suggests the likelihood of success in the program.

### Exceptions

**Western Washington University Students:** If you have a degree from Western you do not need to provide your Western transcripts or any other transcripts you have previously submitted to Western.

**International Applicants:** If you earned your undergraduate degree in a country other than the US or Canada, an official degree equivalency evaluation from an accredited credential evaluation service must be submitted for admission consideration. You can learn more about International Applications on the [International Student information site](#).

## Help?

If you need help at any time don't hesitate to contact the Assistant Director, Dan Purdy, at [daniel.purdy@wwu.edu](mailto:daniel.purdy@wwu.edu) to get answers to your questions. For more information please visit our website at [www.cbe.wwu.edu/mba](http://www.cbe.wwu.edu/mba).