International MBA Application Checklist

Last: __________________________   First: ______________________   Gender: □ Male  □ Female

Date of Birth: ____________________ Date Application Submitted: ____________

The checklist below will help ensure that you have everything you need to submit the online application. You may submit your application before you request your transcripts and required test scores. A final admission decision will be made 3-4 weeks after all your supplemental documents have been received.

☐ Complete the Online Application
   Fill out the online application form including personal and academic data:
   ✓ upload or enter the Applicant Statement of Purpose
   ✓ upload or enter the Statement of Personal History
   ✓ upload your personal résumé
   ✓ enter contact information for three recommenders
   ✓ pay a nonrefundable fee by credit card (Visa or MasterCard)

☐ Mail the following:
   ✓ Two sets of official transcripts for all college or university courses attended beyond high school (documents must be received in official sealed envelope issued from the University to be considered official). **International applicants must submit transcripts and Degree Certificate in original language and English translation.**

   ✓ International Applicant Sponsorship Information Form & Bank Statement **(Please note that we cannot begin reviewing your application until this financial form and bank statement are received)**

   ✓ Official test scores:
     - **GMAT or GRE score report, Score: ______ □ Taken on: ______ □ Will take on: ______**
     - *Official GMAT or GRE score cannot be more than 5 years old based on the month of your entry into the MBA program.*

     - **TOEFL or IELTS score report, Score: ______ □ Taken on: ______ □ Will take on: ______**
     - *Official TOEFL or IELTS exam score cannot be more than two years old based on the month of your entry into the MBA program. A minimum TOEFL of 80iBT, 550 paper exam, or 213 computer based exam or a minimum IELTS overall band score of 7 with no score less than 6 on any individual component is required.*

Mail official transcripts, test scores, and sponsorship form with this checklist to:

**Graduate Advisor**
**Graduate School of Management**
**University of California**
**Riverside, CA 92521**