



University of New Haven

College of Business

Executive MBA Application for Admission

Application Submissions

Application materials should be forwarded to:

University of New Haven
College of Business, Maxcy Hall
Executive MBA Program
300 Boston Post Road, West Haven, CT 06516

Attn: Executive Director, Graduate Business Programs

The Executive MBA Program has a rolling admissions process. Applicant files are reviewed as soon as they are complete and admission decisions are made on a first come, first serve basis for qualified applicants. Therefore, early application is encouraged.

You may apply on-line at: www.newhaven.edu/emba.

The Students We Seek Have:

- 7 years of professional work experience, 2 years at management level
- An undergraduate degree from an accredited institution
- English as a native language or passing scores on the TOEFL
- A willingness to take the GMAT, other classes or test if requested by the Admissions Committee

Application Instructions

1. Complete the application including work history form, organization chart, and letter to the Admissions Committee.
2. Mail the completed and signed application materials and \$75 non-refundable application fee, payable to the University of New Haven, or apply online.
3. Request all transcripts to all colleges and universities you have attended.
4. Provide a minimum of two letters of recommendation: one from your supervisor and one or more from business associates qualified to comment on your performance, leadership and potential to contribute to an Executive MBA program. (See insert for instructions).

For International Students:

5. Test of English as a Foreign Language (TOEFL). If your primary language is not English and you are not a graduate of a college or university in the United States or a permanent U.S. resident, you must submit an acceptable score on the TOEFL. For an application to take the test, write TOEFL, Educational Testing Service, Box 6151, Princeton, NJ, USA 08541-6151 or visit toefl.org. Please have TOEFL scores sent directly to the University of New Haven Graduate Admission's office.

APPLICATION FORM - Your application form may be submitted in any of the following manners:

- Online (You may submit your application fee via a credit card when you apply online)
- Using the application form

LETTERS OF RECOMMENDATION - Two letters are required. Please see instructions on insert.

LETTER TO ADMISSIONS COMMITTEE - The personal essay is an opportunity for applicants to express their unique qualifications, experiences, and reasons for applying to the University of New Haven Executive MBA Program.

TRANSCRIPTS - We require an official transcript from the college or university granting your degree(s), as well as an official transcript from all colleges/universities attended. Transcripts should be sent directly to:
University of New Haven, College of Business, Maxcy Hall
Executive MBA Program, 300 Boston Post Road
West Haven, Connecticut 06516

Attn: Executive Director, Graduate Business Programs

PERSONAL INTERVIEW - Completion of a successful interview with the Executive Director of Graduate Business Programs and/or faculty member.

APPLY ONLINE!

www.newhaven.edu/emba

Submit your application fee via a credit card when you apply online.

Program Information

Preferred Start Date: Fall Spring Preferred Location: New Haven Stamford

Have you previously enrolled at UNH? Yes No If yes, when?

Have you previously applied for admission to UNH? Yes No If yes, when?

General Information

Social Security number (Last Four Digits): . . . / . . . / _ _ _ _ (optional)

Name:

| | | |
|------|-------|----------------|
| | | |
| Last | First | Middle Initial |

Home Address:

| | | | | |
|--------|------|-------|-------------|---------|
| | | | | |
| Street | City | State | Postal Code | Country |

Home Phone: Cell phone: Personal Email:

Business Address:

| | | | |
|--------|------|-------|-------------|
| | | | |
| Street | City | State | Postal Code |

Business Phone: Business Fax:

Business Email:

Date of Birth: Place of Birth:

| | | | |
|------|-------|---------|--|
| | | | |
| City | State | Country | |

Preferred Email: Business Personal Preferred Phone: Business Cell phone Home

Preferred Mailing Address: Business Home Title: Mr. Ms. Dr.

Citizenship: U.S. Permanent Resident (Green Card Holder) Non – U.S. Citizen or Permanent Resident

If not U.S. Citizen, your Country of Citizenship:

Current Immigration status for Non-U.S. Citizen and non-green card holders:

Alien Registration #:

FOR U.S. CITIZENS ONLY: To meet federal and state reporting requirements, please check below. This information is not used to determine eligibility for admission. Please note that this section is optional.

Ethnicity (Optional): American Indian or Alaskan Native Hispanic Asian or Pacific Islander

White (Non-Hispanic) Black (Non-Hispanic) Other

Gender: Male Female

Work History

Employer name:

| | |
|------|----------|
| Name | Division |
|------|----------|

Current Job Title:

Primary Employer Industry:

How long have you been with this company?

Total number of years of professional work experience:

Total number of years of managerial experience:

Annual Salary:

Total number of people you supervise directly or through others:

Please describe your major responsibilities:

Organizational Chart:

On a separate sheet of paper, please construct an organization chart indicating your position within the organization, including reporting relationships.

Letter to Admission Committee:

On a separate sheet of paper, please write a letter to the Admission Committee giving the reasons you should be admitted. Please indicate what you hope to gain and what skills/experience you bring to this program.

Decision-Making Responsibility:

Please check the extent of your decision-making responsibility, as it relates to your current position, within each of the categories listed below:

| | Not Involved | Make Suggestions | Directly Involved | Fully Accountable |
|--|--------------------------|--------------------------|--------------------------|--------------------------|
| Policy development | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Budget Development | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Control of Budget expenditures | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Capital expenditures above 10K | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Hiring/dismissal of management, technical, and/or professional personnel | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Performance evaluation and compensation of management, technical, and /or professional personnel | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Interface with regulatory agencies | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Educational Information

In chronological order, please list all colleges, universities, graduate, and professional schools which you have attended:
(official transcripts are required for each undergraduate institution attended, including transfer credits)

| Name of Institution | City and State | Dates Attended | Credits | Degree Earned |
|---------------------|----------------|----------------|---------|---------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Letters of Recommendation

Please list the two persons you have asked to write letters of recommendation:

| Name | Title | Company |
|------|-------|---------|
| | | |
| | | |

Billing

If accepted, the fees for the Executive MBA Program will be paid:

- By the applicant
 In full by the applicant’s sponsoring organization
 By the applicant with company reimbursement (please specify % being reimbursed):

Applicant’s Signature:

Date:

The information supplied on this application is complete and true to the best of my knowledge. No materials and supporting record submitted by me or on my behalf in connection with this application or my attendance will be released to anyone other than authorized university personnel without my consent. It is understood that incorrect or falsified information will be grounds for disapproval of this application or dismissal from the university. The undersigned agrees to pay all financial obligations if admitted to and attending the university, including assessed collection costs and any obligations incurred if financial aid is terminated, reduced or postponed for any reason. I agree to be governed by the academic standards, policies, rules, and regulations of the University of New Haven and to meet all financial obligations incurred by my attendance at UNH. The undersigned also authorizes the Department of University Marketing & Publications to publish the applicant’s picture, address, major, honors, sports, or other activities for public relations purposes should the applicant decide to attend the university in any capacity. This publicity authorization may be rescinded by notifying the Department of University of Marketing & Publications in writing within 30 calendar days of admission to the university. Information related to campus crime statistics and security measures is available upon request.

The University of New Haven is committed to equal access to educational and employment opportunities for all applicants regardless of race, creed, color, religion, gender, national or ethnic origin, age, sexual orientation, or disability, in compliance with federal and state statutes. In order to receive accommodations for a disability, students must initiate a request for services by calling the Director of Campus Access Services at 203-932-7331.

Source Information

Please indicate how you learned of this program.
(Check all that apply)

-
- Referral**
- UNH EMBA Student or Alumnus
 - Non-EMBA UNH Student or Alumnus
 - HR Director, or other Manager in your Organization
 - Colleague
-

- Newspaper** Please specify
-

- Magazine** Please specify
-

- Radio** Please specify station(s)
-

- Web**
- Google
 - Yahoo
 - Bing
 - Other _____
 - UNH website
 - MBA.com
 - Businessweek.com
 - Wall Street Journal online
 - Gradschools.com
 - Linkedin
-

- Mail**
- Invitation/Announcement
 - Email
-

For assistance or
more information call:

**EXECUTIVE MBA PROGRAM
UNIVERSITY OF NEW HAVEN
COLLEGE OF BUSINESS, MAXCY HALL**

300 Boston Post Road
West Haven, Connecticut 06516

Web: www.newhaven.edu/emba

Email: emba@newhaven.edu

Phone: 203-479-4206

Fax: 203-931-6058

Financial Aid Office 203-932-7315

International Services 203-932-7441

Veteran Affairs Office 203-932-2920

