

GLOBAL ENTREPRENEURSHIP MBA - Application Procedures

Deadline to apply for spring 2010 – September 30th, 2009

(Take your GMAT no later than October 26th)

The following are required steps for completing the application.

- 1) Submit a California State University Application for Graduate Admission along with the nonrefundable graduate application fee of \$55 online at www.csumentor.edu.** Payment of the application fee should be made by credit card and using the credit card method will expedite the processing of your application. SDSU must receive payment before your application will be reviewed. The application fee is nonrefundable and may not be transferred to another term. When completing the application, be sure to give your full legal name and avoid abbreviations. Under "*Major/Program Objective*" select *Business Administration Global Entrepreneurship (221716)*
- 2) Schedule a pre-application interview appointment by contacting the Program office at (619) 594-8279 or gemba@mail.sdsu.edu.** Before your pre-application interview, you should be prepared to submit your resume and unofficial transcripts.
- 3) Print a transcript request form for each school from which you will be requesting transcripts.** Please request **two official transcripts** from ALL DEGREE-BEARING colleges and universities listed on your application. ONE transcript should be sent directly to the Executive and Specialized Programs office address listed at the bottom of the page, and the other should be sent directly to:

Graduate Admissions
SDSU - Enrollment Services
5500 Campanile Drive
San Diego, CA 92182-7416

International Applicants: The Graduate Admissions office requires that you furnish original transcripts and an original proof of degree (ex. diploma) in order to be considered for admission. You will need to either mail or bring these original documents to the Executive & Specialized Programs office. The original documents will be hand delivered to Graduate Admissions where copies will be made. Original documents will then be returned to you. You will also be required to provide **official** translations of these documents.

- 4) Print TWO confidential recommendation forms.** At least one of your letters of recommendation should come from your immediate supervisor.
- 5) Register for the Graduate Management Admission Test (GMAT)** by visiting the GMAT Home Page or calling (800) GMAT NOW. Please be sure to use the correct

SDSU institutional code (9LT-2P-73) on your GMAT registration form. The Computer Adaptive GMAT is administered by the Educational Testing Service at test centers throughout the world. Results will automatically be submitted to SDSU.

International Applicants: In addition to GMAT results, all international applicants who have not completed three years of full-time study at the secondary or post-secondary level where English was the language of instruction must score at least 550 on the Test of English as a Foreign Language (TOEFL). SDSU institutional code for the TOEFL is 4682. For testing dates and locations and to schedule an appointment, visit the TOEFL Home Page or call (877) 863-3546.

GMAT Prep Course Information

San Diego State University
College of Extended Studies
GMAT Prep sessions
(619) 594-5152

- 6) Write and submit a one to two-page statement of career objectives.** This statement should include a description of your short-and long-term career goals, and the ways in which you believe the MBA degree will help to achieve them. This can be the same essay submitted with your application, but should be sent to the address listed below, as well.
- 7) Submit a resume/CV of your work experience.**
- 8) Sign and submit the *Corporate/Individual Sponsorship Form*.**

Please submit supplemental application materials such as one official transcript, letters of recommendation, GMAT results (and TOEFL results, if applicable), statement of career objectives, and Corporate/Individual Sponsorship Form to:

Global Entrepreneurship MBA
Executive & Specialized Programs
College of Business Administration
San Diego State University
5500 Campanile Drive
San Diego, CA 92182-8232