

ADMISSIONS POLICIES

Admission to Master of Business Administration (M.B.A.) Program

Admission to the M.B.A. program is available to those students who can demonstrate high promise of success in a graduate business degree program. The college has adopted qualitative admissions standards in which applicants are considered on the basis of their merits, with weight given to prior *academic achievement*, undergraduate *GPA*, and professional work *experience*. Candidates can use the following guidelines to determine eligibility for admission:

Automatic admissions is highly likely for candidates that have

- a graduate* (or higher) degree or
- an undergraduate degree with at least a 3.0 GPA* or
- between a 2.7 and 2.99 undergraduate GPA **with** at least 3 years of professional work experience

For candidates who do not meet any one of the forementioned criteria, applications will be reviewed on the merits of a recommendation letter, purpose statement, and optional GMAT score.

The following documents are **required** for admission to the program:

- Completed online application
- Official transcripts from each post-secondary institution attended.
- Resume

The following material is **optional** and will be used to evaluate candidates who do not meet any one of the forementioned criteria:

- One letter of recommendation from an individual who knows you in a professional capacity.
- The statement of purpose which is a one-page essay stating why you believe you belong in the M.B.A. program and what the M.B.A. program can do you for you professionally.
- Official GMAT scores sent directly from the Graduate Management Admissions Council (GMAC) to the College of Graduate Studies. GMAT scores must be no more than five years old. In lieu of the GMAT, other graduate level test scores can be considered (e.g., GRE, LSAT, MCAT, PCAT)

Students interested in the pipeline program must submit the following:

- BBA/Master of Business and Administration Letter of Intent (https://www.utoledo.edu/business/COBI/COBIDocs/MBA_MSA%20Pipeline%20Letter%20of%20Intent%20-%20Final%2010%2012%2021.pdf). This letter requires authorization from your undergraduate advisor that you are eligible to enroll in graduate courses and that you will continue to make progress toward your undergraduate degree,
- a completed MBA graduate admission application,
- at least 2 letter(s) of recommendation from faculty members.
- After successful completion of the application process, students will be considered for admission to the graduate program.

In the case of students whose native language is not English, a score of 80 or above on the TOEFL IBT, PTE equal to 58 or above, Duolingo equal to 110 or above, or a 6.5 or above on the International English Language Testing System (IELTS) is mandatory.

*Graduate or Undergraduate degrees must be earned from a nationally or regionally accredited institution. GPA calculated on a 4.0 scale.

Applications for admission are considered on a rolling basis. However, students are encouraged to submit their applications by the following dates:

Domestic students:

Fall semester	August 1
Spring semester	November 15
Summer semester	April 15

International students:

Fall semester	May 1
Spring semester	October 1
Summer semester	March 1

Final admissions decisions will be withheld until the application for admission is complete. No materials submitted to the University will be returned to the applicant.

Admission to Joint J.D./M.B.A. Program

Students applying for the J.D./M.B.A. program must have earned a bachelor's degree. A student must apply and be admitted to the College of Law and College of Business and Innovation separately to be admitted to the J.D./M.B.A. dual degree program.

Admission to one program does not guarantee admission to the other program. Refer to the College of Law (<https://catalog.utoledo.edu/graduate/law/>) and M.B.A. sections of this catalog for specific admission standards for each program. Applications for admission to the J.D. program are accepted for fall entry only.

Admission to Joint M.D./M.B.A. Program

Students applying for the M.D./M.B.A. program must have earned a bachelor's degree. A student must apply and be admitted to the College of Medicine and Life Sciences and the College of Business and Innovation separately to be admitted to the M.D./M.B.A dual degree program.

Admission to one program does not guarantee admission to the other program. Refer to the College of Medicine (<https://catalog.utoledo.edu/graduate/medicine-life-sciences/>) and M.B.A. sections of this catalog for specific admission standards for each program. Applications for admission to the M.D. program are accepted for fall entry only.

Admission to Joint MPH/M.B.A. Program

Students applying for the Master of Public Health/M.B.A. dual degree program must have earned a bachelor's degree. A student must apply and be admitted to the College of Health and Human Services and the College of Business and Innovation separately to be admitted to the MPH/M.B.A dual degree program.

Admission to one program does not guarantee admission to the other program. Refer to the College of Health and Human Services (<https://catalog.utoledo.edu/graduate/health-human-services/graduate-degrees-certificates-offered/>) and M.B.A. sections of this catalog for specific admission standards for each program.

Admission to Joint PharmD./M.B.A. Program

Students applying for the PharmD./M.B.A. program must have earned a bachelor's degree. A student must apply and be admitted to the College of Pharmacy and Pharmaceutical Sciences and the College of Business and Innovation separately to be admitted to the PharmD./M.B.A dual degree program.

Admission to one program does not guarantee admission to the other program. Refer to the College of Pharmacy and Pharmaceutical Science (<https://catalog.utoledo.edu/graduate/pharmacy-pharmaceutical-sciences/>) and M.B.A. sections of this catalog for specific admission standards for each program.

Admission to Joint B.S./M.B.A. Degree Program

The College of Business and Innovation in conjunction with the College of Engineering offers a program whereby qualified students can earn simultaneously both a B.S. in engineering and an M.B.A. This program provides a unique opportunity to combine business and engineering skills to prepare graduates for global competitiveness. It supports the mission of the College of Business and Innovation to prepare corporate leaders for the future. The program should be particularly attractive to students interested in starting their own companies or those who want to develop an appreciation for how engineering and business complement each other.

This program will allow engineering students in their final two semesters of study to begin taking M.B.A. courses while completing their B.S. This arrangement should reduce the time it takes a student to receive both degrees by a year. The business undergraduate prerequisites can be satisfied as part of the undergraduate curriculum.

Students who wish to pursue the program should make this known to the senior associate dean for undergraduate studies in the College of Engineering by the end of their sophomore year. Interested students should apply for admission to the program to the College of Graduate Studies before the fall of their senior year. To be admitted to the program, students must have senior standing, and have at least a 3.0 cumulative GPA. Undergraduate equivalents to the MBA Common Body of Knowledge must also be completed. Upon admission to the program by the College of Graduate Studies, the College of Business and Innovation and the College of Engineering, students will be take graduate courses while simultaneously completing the requirements for the B.S. in engineering.

Students' special status must be tracked by the Office of Student Retention and Academic Success to assure AACSB compliance and to assure the B.S. degree is granted prior to graduating with the M.B.A.

admission to the Neff COBI pipeline programs

Undergraduate students accepted in the BBA-MBA or BBA-MSA, or BBA-MABA option will be admitted to the graduate program and allowed to complete up to three **graduate level classes** (nine credit hours) during their final academic year of **undergraduate studies**. Students admitted into the pipeline program must apply for admission to the College of Graduate

Studies for the semester that they intend to matriculate. They will then continue in the graduate program upon completion of the undergraduate degree requirements. The graduate coursework (up to nine hours) may be able to apply **to the completion of both undergraduate and graduate degree requirements**. Students would want to work with their undergraduate advisor to determine if they have room in their undergraduate degree to have these graduate courses meet undergraduate graduation requirements. Students can register for graduate classes taken at The University of Toledo only after the student is accepted into the pipeline program. Students interested in the joint pipeline program must submit 1) a letter of interest, 2) a completed graduate admission application, and 3) at least 2 letter(s) of recommendation from faculty members (BBA-MBA and BBA-MABA only).

- Undergraduate students of any business major can apply to the MBA and MABA programs, but only accounting majors are permitted to apply to the MSA program.
- Students must have approval from their undergraduate advisor, graduate advisor, and a minimum GPA of 3.0 (including transfer grades) to apply.
- Students may apply to take up to three (nine credit hours) 6000-level graduate classes in their senior year and only pay undergraduate tuition.
- Students should apply in their junior year so that they can be admitted in time to add graduate courses to their schedule for Fall registration.
- Students will not be permitted to delay their BBA graduation to participate in the pipeline programs.
- Students are not required to take all three classes; students may take just one or two courses.

MBA Class options: BUAD 6100, BUAD 6300, BUAD 6400, BUAD 6500, BUAD 6800.

MSA Class options: BUAD 6200, BUAD 6300, BUAD 6400, BUAD 6500, BUAD 6800, ACCT 6130, ACCT 6190, ACCT 6250, ACCT 6600.

MABA Class options: up to two of the following: INFS 6150, OSCM 6250, OSCM 6350; one of the following based on functional area: BUAD 6100, BUAD 6200, BUAD 6300, BUAD 6600, BUAD 6800.

Admission to Master of Science in Accountancy (M.S.A.) Program

Admission to the M.S.A. program is available to those students who can demonstrate high promise of success in a graduate degree program. The department of accounting has adopted qualitative admissions standards in which applicants are considered on the basis of their merits, with weight given to prior academic achievement, undergraduate GPA, and professional work experience.

The following material is **required** of all candidates for admission to the program:

- Completed online application.
- Official transcripts from each post-secondary institution attended.
- Resume including contact information for two references (name, title, place of employment, phone number and e-mail address).

Automatic admissions is highly likely for candidates that have

- a graduate* (or higher) degree **or**
- an undergraduate degree with at least a 3.0 GPA* **or**
- between a 2.7 and 2.99 undergraduate GPA **with** at least 3 years of professional work experience

For candidates who do not meet any one of the forementioned criteria, the following materials are recommended:

- Two letters of recommendation from an individual who knows you in a professional capacity.
- The statement of purpose which is a one-page essay stating why you believe you belong in the M.S.A. program and what the M.S.A. program can do for you professionally.
- Official GMAT scores (optional) sent directly from the Graduate Management Admissions Council (GMAC) to the College of Graduate Studies. GMAT scores must be no more than five years old. In lieu of the GMAT, other graduate level test scores can be considered (e.g., GRE, LSAT, MCAT, PCAT)

*Graduate or Undergraduate degrees must be earned from a university whose business school is accredited by AACSB. GPA calculated on a 4.0 scale.

In the case of students whose native language is not English, a score of 80 or above on the TOEFL IBT, PTE equal to 58 or above, Duolingo equal to 110 or above, or a 6.5 or above on the International English Language Testing System (IELTS) is mandatory.

Students interested in the pipeline joint BBA/MSA program must submit the following:

- BBA/Master of Science in Accountancy Letter of Intent (https://www.utoledo.edu/business/COBI/COBIDocs/MBA_MSA%20Pipeline%20Letter%20of%20Intent%20-%20Final%2010%2012%2021.pdf). This letter requires authorization from your undergraduate advisor that you are eligible to enroll in graduate courses and that you will continue to make progress toward your undergraduate degree,
- a completed graduate admission application.

After successful completion of the application process, students will be considered for admission to the graduate program.

Applications for admission are considered on a rolling basis. However, students are encouraged to submit their applications by the following dates:

Domestic students:

Fall semester	August 1
Spring semester	November 15
Summer semester	April 15

International students:

Fall semester	May 1
Spring semester	October 1
Summer semester	March 1

Final admissions decisions will be withheld until the application for admission is complete. No materials submitted to the University will be returned to the applicant. The M.S.A. program admits students to the program on a rolling admissions basis.

admission to master of applied business analytics

The admission decision will be based on a composite profile of the applicant including test scores, academic background, grades, work experience, letters of reference, and also the statement of purpose. The typical admitted student in the M.A.B.A. program has at least a 2.7 undergraduate GPA and 4800 on the GMAT or equivalent score in the GRE. Additional requirements include proficiency in spreadsheets and a programming language, a calculus course with C or better both of which may be met by taking courses if necessary after a provisional admission. The following documents are required for admission to the program:

1. Official transcripts from each post-secondary institution attended.
2. Official GMAT scores sent directly from the Graduate Management Admissions Council (GMAC) or GRE score sent directly by educational testing service to the College of Graduate Studies. The minimum GMAT score is 480 (equivalent score in the GRE), must be no more than five years old.
3. The GMAT may be waived for applicants who have earned:
 - a. An undergraduate degree or MBA from UToledo (minimum 3.0 GPA) within the last ten years or
 - b. A Master in Economics, Statistics, Mathematics or Engineering (minimum 3.00 GPA) within the last ten years,
4. Most recent resume or curriculum vitae including contact information for two references (name, title, place of employment, phone number and e-mail address).
5. A 400 word essay on statement of purpose.

Students interested in the pipeline program must submit the following:

- BBA/Master of Applied Business Analytics Letter of Intent (https://www.utoledo.edu/business/COBI/COBIDocs/MBA_MSA%20Pipeline%20Letter%20of%20Intent%20-%20Final%2010%2012%2021.pdf). This letter requires authorization from your undergraduate advisor that you are eligible to enroll in graduate courses and that you will continue to make progress toward your undergraduate degree,
- a completed MABA graduate admission application,
- at least 2 letter(s) of recommendation from faculty members.
- After successful completion of the application process, students will be considered for admission to the graduate program.

In the case of students whose native language is not English, a score of 80 or above on the TOEFL IBT, PTE equal to 58 or above, Duolingo equal to 110 or above, or a 6.5 or above on the International English Language Testing System (IELTS) is mandatory.

Applications for admission are considered on a rolling basis. However, students are encouraged to submit their applications by the following dates:

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Final admissions decisions will be withheld until the application for admission is complete. No materials submitted to the University will be returned to the applicant. The M.A.B.A. admits students to the program on a rolling admissions basis.