



MISSISSIPPI STATE UNIVERSITY™

MERIDIAN DIVISION OF BUSINESS

Professional MBA Program

GMAT/GRE WAIVER APPLICATION PROCESS

The Mississippi State University College of Business offers two opportunities for a candidate to be considered for a GMAT/GRE waiver into the Professional MBA program offered on the Meridian Campus. The candidate must provide evidence for: greater than 5 years of professional work experience **OR** previous attainment of a Master's degree or higher.

APPLICATION INSTRUCTIONS:

1. **Start the Professional MBA application [here](#).** The following is required:
 - Online application (\$60 application fee)
 - Statement of purpose
 - Three letters of recommendation
 - Official transcripts from all schools previously attended
 - Current resume
2. **Complete the Professional MBA GMAT/GRE Waiver Application.** *This step can be completed simultaneously with step 1.*

If applying for the GMAT/GRE waiver via **professional work experience**, include:

- Letter(s) verifying 5+ years of professional work experience from employer(s)
- Current resume
- Letter of professional work experience (written by the applicant)

If applying for the GMAT/GRE waiver via **previous attainment of a Master's degree or higher**, include:

- Official transcript(s) demonstrating a conferred Master's degree from an accredited institution

3. **Submit the completed waiver form** via email to Dr. Stacey Reynolds McNeil, Professional MBA Program director at MBA@meridian.msstate.edu

If you have any questions about this process, please contact Dr. Stacey Reynolds McNeil, Professional MBA Program Director at MBA@meridian.msstate.edu or 601.484.0494.



Applicant Information

Name: _____

Phone Number: _____

Email Address: _____

GMAT/GRE waiver via: ____ professional work experience ____ previous Master's degree or higher

Undergraduate Degree Information

School/Institution Name: _____

Major: _____ Degree(s) Earned: _____

GPA: _____ Date of Graduation: _____

Graduate Degree Information (if applicable)

School/Institution Name: _____

Discipline/Program of Study: _____ Degree(s) Earned: _____

GPA: _____ Date of Graduation: _____

Transcript submitted: ____ YES ____ NO

Supporting Materials

Attach your current resume, a letter or letters from your employer verifying that you have 5+ years of professional work experience, and a letter of professional work experience written by you, the applicant.

The letter of professional work experience (written by the applicant) should clearly demonstrate professional work experience. Evaluation criteria may include: full-time professional employment history, longevity of work experience, longevity in the same or associated fields, service inside and outside of the profession, recognition inside and outside of the profession, promotions received, responsibility levels attained, upward career path achieved, development and expertise garnered, and other markers of work experience.

Checklist:

To ensure that you have not overlooked any elements in preparing your GMAT/GRE Waiver Application, please review and complete this checklist prior to submitting your application.

- GMAT/GRE Waiver Application completed
- Letter(s) verifying 5+ years of professional work experience from employer(s) attached
- Current resume attached
- Letter of professional work experience (written by the applicant) attached
- Official transcript(s) demonstrating a conferred Master’s degree from an accredited institution (*if applying for the waiver via a previous Master’s degree*)

MSU Honor Code

The Mississippi State University Honor Code states that, “As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do.”

As an applicant to Mississippi State University, you are expected to conform to the spirit of the Honor Code throughout the application process. Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Any misrepresentation in the application process, including the process of applying for a GMAT/GRE waiver, will be grounds to deny or withdraw your admission, or to dismiss you after enrollment.

I hereby acknowledge and agree to abide by the MSU Honor Code.

(Full Name):

Date

FOR INTERNAL USE ONLY

Received by: _____

Date Received: _____

Application Complete: YES NO Missing Items: _____

Waiver Decision: APPROVED DENIED

Signature: Director, Professional MBA Program

Date

Signature: Meridian Business Division Head

Date

Signature: Director, Graduate Studies in Business

Date