

*THINK FORWARD.
BE YOUR FUTURE.*



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GRADUATE ADMISSIONS CHECKLIST



APPLICATION FILING PERIODS

- **Fall Term** | October 1 – April 1
- **Spring Term** | August 1 – October 15

(Not applicable for FEMBA or MSIT)

Mihaylo MBA and Graduate Programs Office
mihaylogradprograms@fullerton.edu

CALIFORNIA STATE UNIVERSITY
FULLERTON
MIHAYLO COLLEGE
OF BUSINESS AND ECONOMICS

STEP 1 – CAL STATE APPLY

- Submit the online CSU application | www.calstate.edu/apply
 - In the Supporting Information section of the application, select “I am not adding any” for the following options: Experiences, Achievements, and Documents.
 - For the Statement of Purpose section, input the text “sent to department.”
 - Under Academic History, in the Transcript Entry section, select “I am not adding any college transcripts.”
- Submit the \$55 application fee (Instructions found in online application)

STEP 2 – MIHAYLO ONLINE APPLICATION

- Submit the online application | <http://business.fullerton.edu/programs/graduate/admissions/apply>
Includes (further instructions in online application):
 - Statement of Purpose
 - Professional Resume
 - Leadership and Creativity Statement (Not required for MSIT)
 - Letter(s) of Recommendation (Optional for all programs except MA Econ – 2 required & MSIT – 1 required)

STEP 3 – SUPPLEMENTAL DOCUMENTS

- Official Transcripts
Two sets of sealed academic transcripts from all undergraduate and graduate institutions from which you have received credit.
- Official Graduate Aptitude Exam Score Report
 - GMAT | www.mba.com | Select code that matches degree program of interest
 - GRE | www.ets.org | Select code for Mihaylo Graduate Programs: 0235

International Student Requirements

- Translated copy of all degree certificate(s) from previous colleges and/or universities
 - Official English Proficiency Exam Score Report if all degrees were obtained outside of the United States (See exceptions: <http://international.fullerton.edu/admissions/transfer-students>)
 - TOEFL | www.ets.org | Select code: 4589 | Minimum: 88 (IBT)
 - IELTS | www.ielts.org | Minimum: 7
 - PTE | www.pearsonpte.com | Minimum: 65
 - CSUF Financial Affidavit signed by financial sponsor
<http://international.fullerton.edu/pdf/admissions/financial-affidavit.pdf>
 - Bank statement from your financial sponsor's bank (dated within the last year), showing sufficient funding
 - Copy of your passport
 - Copy of your current I-20 and/or I-94, if you are currently in the United States
- *Questions regarding International Student required documents, contact International Education at applyinternational@fullerton.edu or (657) 278-8011.

Mail official transcripts and international requirements (if applicable) to:

Mihaylo College of Business and Economics, California State University, Fullerton
P.O. Box 6848 (or 800 N. State College Blvd), Fullerton, CA 92831-6848
Attn: Kellee Carter (Graduate Applicant Requirements)