

## VCU Fast Track Executive MBA Application Checklist

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- Executive MBA Reservation Form **Yes! Reserve My Seat...**
- Resume
- Application
  - Application for Graduate School or Signature Page if you completed the Online Application (*this form is not for use by international applicants*).
- OR
- International Application for Graduate Admission (*this form is not for use by U.S. citizens or permanent residents*).
- Application for Virginia In-state Tuition
- 3 Graduate School Reference Forms
- Personal Statement  
*Discuss your reasons for seeking an MBA (One page or less)*
- \$50 Application Fee (Check payable to VCU)
- GMAT (if applicable)
  - Date taken \_\_\_\_\_ or
  - Date scheduled \_\_\_\_\_
  - Score \_\_\_\_\_
  - Official score results sent to VCU
  - GMAT Waiver Request (Please see *GMAT Waiver Regulations*)
  - Transcripts (Transcript Request Form included for use as needed):
    - Each college and university you have attended
    - All Graduate Institutions (if applicable)
- Students must have access to a laptop computer capable of running Microsoft Office 2007 (software will be provided by the program).

For additional information on application requirements, please contact the **Executive MBA Office** at (804) 828-3622 or visit [www.emba.vcu.edu](http://www.emba.vcu.edu).

Please forward all application materials to:

Virginia Commonwealth University  
Fast Track Executive MBA  
301 West Main Street  
Box 844000  
Richmond, VA 23284  
(804) 828-3622