

Graduate Application



Admission to the University as a degree candidate is granted only after all admissions materials have been received and all minimum standards have been met. A complete graduate application file will include:

- A completed, signed application, including essay
- Official transcript(s) for each institution from which you earned a degree
- Current resume

Personal Information

Full Name _____
Last _____ First _____ M.I. _____

Prefix _____ (Mr., Mrs., Miss, Ms., etc.) Suffix _____ (Jr., Sr., II, etc.)

Preferred First Name _____ Other Names Used _____

Birth Date ____/____/____ Gender Male Female SSN _____

Home (_____) _____ Business (_____) _____ Cell (_____) _____

Email Address _____

Home Street Address _____ Apt. _____

City _____ State _____ Zip _____ Country _____

Citizenship U.S./Dual U.S. Citizen U.S. Permanent Resident Other Citizenship _____

If you are not a U.S. Citizen and live in the United States, what date did you enter the country? _____

Is English your primary language? Yes No If no, you will be requested to submit a TOEFL score.

Program Information

Program MBA MA in Management MS in Information Technology

Preferred Start Term Fall Spring Year _____

MBA Fall Candidates Specify Month September October

Campus Location Preference Redlands Temecula Orange County Rancho Cucamonga

Other _____ Riverside San Diego Burbank Torrance

Employment Information

Current Employer _____ Address _____

Phone (_____) _____ City/State _____

Title _____ Dates (Mo/Yr) _____

Does your current employer offer tuition reimbursement? Yes No

If yes, what percentage or amount does it contribute per year? _____

In which industry are you currently employed? _____

In which zip code do you work most of the time? _____

Education Information

List below, the college(s) or university(ies) attended from which you earned a degree. Please do not abbreviate school names.

Institution 1 _____ City _____ State _____
 Start Date _____ End Date _____ Degree _____
Institution 2 _____ City _____ State _____
 Start Date _____ End Date _____ Degree _____

Transcript Requests

Instructions to Applicant

You must submit an official transcript for each institution from which you earned a degree. To be official, transcripts must be issued and sent by the Registrar of each institution, directly to the University of Redlands Office of Enrollment & Operations. Your application is not complete until all parts, including transcripts, have been received. You will not be fully admitted and able to attend class until all your transcripts have been received and evaluated. Complete a separate request form for each institution. Make copies of the form if you need more.

If you would like the University to order and pay for your transcripts, submit the signed form(s) with your application and send directly to:
University of Redlands School of Business • Office of Enrollment & Operations • PO Box 3080 • Redlands, CA 92373-0999

Optional Information

How would you describe yourself?

- | | | | |
|---|---|--|---|
| <input type="checkbox"/> African American/Black | <input type="checkbox"/> American Indian/Alaskan | <input type="checkbox"/> Asian American | <input type="checkbox"/> Asian/Indian Subcontinent |
| <input type="checkbox"/> Hispanic/Latino | <input type="checkbox"/> Mexican American/Chicano | <input type="checkbox"/> White | <input type="checkbox"/> Native Hawaiian/Pacific Islander |
| <input type="checkbox"/> Multiethnic | <input type="checkbox"/> Other | <input type="checkbox"/> Declined to State | |

How did you learn about the University of Redlands School of Business? _____

Essay

Required Elements

1. Describe your academic progress and employment history to date. Discuss how a University of Redlands graduate degree will enhance both your academic and professional stature.
2. State a short-term and long-term professional goal and envision how a Redlands graduate degree will help you meet both your current and long-range objectives.

If you would like to provide the committee with additional information to supplement your application, you may submit additional essay responses. We would particularly like to learn factors or circumstances not covered in your application that would indicate successful completion of graduate studies at the University of Redlands. Other topics you might choose to address range from an event or experience in which you have positively affected individual or group behavior, a challenging moral or ethical situation and how you resolved it, or your perspectives on technological advances and how graduate education will further your understanding of the role of technology in society.

Signature

I certify that the statements submitted are correct to the best of my knowledge. I further authorize the University of Redlands to make appropriate inquiries when necessary to certify the accuracy of my records.

Signature _____ Date _____

Please send your completed application to: **University of Redlands School of Business
 Office of Enrollment & Operations/Hornby Hall
 PO Box 3080
 Redlands, CA 92373-0999**