



CHICAGO STATE UNIVERSITY

COLLEGE OF BUSINESS

Master of Business Administration (MBA)

SUPPLEMENTAL PACKET

# MBA ADMISSION APPLICATION REQUIREMENTS

## All applicants are required to submit:

1. Application Fee \$30 for Domestic applicants. **(U.S Citizen & Permanent Citizen).**  
Application Fee \$100 for **International applicants.**

Note: **At this time, Chicago State University does not have authorization to issue I-20 documents for students who wish to study on an F-1 visa for the MBA program. This only affects students wishing to study the MBA program at Chicago State University in the F-1 visa category. Other Visa Categories (H1B, H4 dependents etc. can still apply).** **Contact: Global Engagement Office, geo@csu.edu for additional questions.**

2. Resume
3. Supplemental Packet – MBA Questions
4. Three letters of recommendation:
  - a) Two from a direct supervisor or professional associate senior to you.
  - b) One from an academic advisor or Professor.
5. Official Transcripts from all the higher education institutions/colleges/universities ever attended.
  - a) The official transcript must be sent directly from each university (through www.escript.com, www.parchment.com or www.studentclearinghouse.com) or must be placed in a sealed envelope and signed by the university registrar. Unofficial transcripts are not accepted. An official transcript is not required for Chicago State University earned credits.
  - b) A course by course evaluation of all foreign educational credentials (transcripts) is required and must be reported directly to the university by one of the following professional evaluation service agencies: Education Credentials Evaluators (ECE) or World Educational Service (WES).
6. English proficiency requirements (international applicants Only)
  - a) TOEFL - 69 or above.
  - b) IELTS - 6.0 overall band score or above.

Materials can be mailed to:  
Office of Graduate & Professional Studies  
ADM 200  
Chicago State University  
9501 S King Drive, Chicago, IL 60628.

Please keep this contact information for future reference. Please notify Graduate Admissions at 773.995.2404 or via email at graduateprograms@csu.edu if you have any questions.

**Once your complete application is received by the College of Business, the MBA Admission Committee may schedule an interview (through phone, skype or in person).**

# SUPPLEMENTAL MBA QUESTIONS

## **Short Answer Questions: (50 Characters Maximum)**

1. What is your current occupation or professional pursuit?
2. What is your current post-MBA Professional goal?

## **Essay Questions: (250 Words Maximum)**

3. What are your career goals over the next 3-5 years and what, do you currently envision to be your long-term career?

4. The MBA experience includes not only academics, but also networking and potentially a career/job search process. What are your personal priorities and how do you anticipate allocating your time?

5. Please select and answer one of the following essay questions:
- What do you feel most passionate about in life?
  - If you were given a free day and could spend it anywhere, in any way you choose, what would you do?

**Optional Essay Question: (250 Words Maximum).**

6. Is there any further information that you wish to provide the MBA Admissions Committee? If so. Use this space to provide a more robust description or explanation of the information you wish the committee to know.