



MBA Admissions for Advisers

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MBA Admissions for Advisers

- Outline
 - Program selection
 - Application Tips
 - Interviewing
 - Funding

Selecting an MBA Program

1. Assessment of goals and motivation for pursuing an MBA
2. Decide which factors are most important
3. Do preliminary research to find programs
4. Conduct in depth research of specific programs
5. Prepare application materials

Student Self-Assessment

- What are your educational and career goals?
- What specific skills or knowledge or academic credential will you need to acquire?
- Will an MBA provide the necessary credential, skills or knowledge?

There are many factors to consider when selecting an MBA program

- Location
- Size
- Specialization
- Faculty
- Career Placement
- Scholarships
- Reputation
- Curriculum
- Type of instruction
- Student life
- International opportunities
- Diversity
- Cost of living
- Culture
- Safety
- Access to services
- And more!

Consider: Location

- Geographic Region
- Urban vs. Suburban vs. Rural
- Access to local business community
- Internship/Job placement
- Housing options
- Cost of living
- Safety

Consider: Academic Factors

- **Curriculum**

- Two year MBA
- One year MBA
- Online MBA

- **Specializations**

- Electives
- Research
- Certifications

- **Accreditation**

- **Faculty**

- Reputation
- Research Interests
- Student to Faculty Ratio
- Access to Faculty (office hours, class size)

- **Type of Instruction**

- Case Method
- Lecture
- Team Projects
- Simulations

Consider: Opportunities outside of the Classroom

- **Student Life**

- Student Organizations
- Culture
- Social Activities

- **International Activities**

- **Community Involvement**

- **Career Services**

- Interview/resume assistance
- On campus recruiting

- **Networking Opportunities**

- **Connections to Industry**

- **Alumni base**

Consider: Opportunities after Graduation

- Networking Opportunities
- Access to executives
- Job Placement and Support (especially for international students)
 - Geographic Area
 - Industry
 - Average starting salary
- Alumni Network

Consider: Cost

- Program tuition, fees, books, health insurance
- Living expenses-housing, meals, transportation, entertainment, family expenses
- Availability of scholarships, graduate assistantship positions, or loan programs
- Company sponsorship
- Personal funds
- Potential Return on Investment
- Exchange Rate and Currency Stability

Consider: “Fit”

- An important consideration, but often overemphasized.
- After deciding which factors are most important, it is to find the MBA program that best fits your specific goals, interests, and needs.
- Culture is a big factor when considering “fit”
 - Collaborative vs. Competitive
 - Diversity
 - Interaction between students, faculty, & staff
 - Do you feel comfortable there? Can you imagine spending two years there?

Preliminary MBA Program Research

- To create a list of possible MBA programs
 - Rankings
 - Public Educational Fairs
 - Word of Mouth
 - Web Resources
 - Print Resources

Rankings

- Use with caution! Pay attention to how the ranking is calculated. Rankings should not be used alone.
- Common rankings
 - Business Week
 - U.S. News & World Report
 - Financial Times
 - Princeton Review



The Economist Intelligence Unit

- University of Illinois Urbana Champaign Library has a listing of B-school rankings
<http://www.library.illinois.edu/edx/rankings/rankbus.html>

Educational Fairs

- EducationUSA Fairs
- MBA Fairs
 - QS World MBA Fairs www.topmba.com
 - Connect 1-2-1 www.topmba.com/connect
 - The MBA Tour www.thembatour.com
 - Access MBA www.accessmba.com



Web Resources

- **Mba.com Search Service**
 - <http://www.mba.com/mba/service/schoolsearch/simplesearch.htm>
- **Peterson's MBA Programs Search**
 - <http://www.petersons.com/mba>
- **Business Week School Comparator**
 - http://tools.businessweek.com/BSchool_Comparator/

Print Resources

- *BusinessWeek Guide to the Best Business Schools*. 2003
- *How to Get into the Top MBA Programs, 4th Edition*. 2007.
- *MBA Programs 2009*. Petersons Guides; 2008.
- *Snapshots from Hell: The Making of an MBA*. 2003.
- *The Wall Street Journal Guide to the Top Business Schools 2004*.
- *Which MBA? A Critical Guide to the World's Best MBAs, 16th Ed.* 2005.
- *Your MBA Game Plan: Proven Strategies for Getting into the Top Business Schools*. 2003.

In depth MBA program Research

- To narrow the results and find a few programs (at least 5, probably no more than 10) to which the student will apply
 - Specific school websites, brochures
 - Admissions representatives
 - Information sessions or recruiting events
 - Current students and alumni
 - Faculty, Career Services & other staff

Developing a consideration set of MBA Programs

- More than 1,900 Graduate management programs around the world
- Apply to one or two “dream schools”
- Apply to one or two “safety schools”
- Apply to 3 other to 10 other programs that are a good fit
- Do not apply to any schools that you would not realistically attend

Prepare the Application

- Application form, fee (US\$40-US\$250)
- Résumé
- Educational record, transcripts
- Test scores (GMAT, TOEFL, sometimes GRE)
- Essays
- Interview

Application tips

- Think before you apply
 - Clear career goals, reason for pursuing an MBA
 - Self assessment of strengths, weaknesses, motivation, leadership abilities
 - Research the school/MBA Program
- Résumé
 - Demonstrate career progression
 - Easy to read, dates of employment, company name, title
 - Highlight responsibilities, leadership roles, team size, project revenue, include numbers when possible
 - Proofread! Look for spelling errors or mistakes

Application tips

- Transcripts

- Follow program requirements
- Request early & send to correct office
- Certified translation
- Professional credential evaluation service

- Official Test Scores

- Spend 6-8 weeks preparing for test
- Visit mba.com for study tips & practice tests
 - Check to make sure your score is in line with range of the program, but also consider your score relative to the average for your home country, and make admissions officers aware of that.

Application tips

- Letters of Recommendation
 - Choose individuals that know you well
 - Title of the recommender is not as important
- Essays
 - Answer the question asked!
 - Pay attention to instructions and word limit
 - Don't reuse essays from different schools
 - Show personality-include information that can't be found in other parts of application

The MBA Admissions Interview

- Often an integral part of the admissions process (many programs will require candidates to complete an interview before they can be admitted)
- Conducted by admissions staff, current students, faculty, or alumni
- On campus (usually preferred), off campus, telephone, web cam

The MBA Admissions Interview

- Be prepared!
- Dress professionally and treat everyone with whom you interact in a courteous manner.
- Research the specific program so that you can demonstrate how your goals and the offerings of the program are a good match
- Be honest.
- Highlight your strengths and address your weaknesses
- Show your personality.

The MBA Admissions Interview

- **Topics of Discussion**

- Why you want to pursue an MBA
- Why you are interested in this specific program
- Career goals
- Strengths and weaknesses
- Examples of international experience, teamwork abilities, leadership roles
- Ability to resolve conflict
- What you will contribute to the program
- Have questions for the interviewer

What Admissions Committees Look for in MBA Candidates

- Academic Potential
- Professional Growth
- Initiative/Drive/Motivation
- Interpersonal and Communication Skills
- Integrity
- Leadership Abilities
- Teamwork Experience
- Ability to contribute to the program
- Potential to benefit from the program
- “Fit” with their MBA Program

Funding an MBA Education

- University Assistance
 - Merit-based awards
 - Scholarships
 - Graduate Assistantships
 - Fellowships
 - Need-based loans

Funding an MBA Education

- Government programs
- International organizations
- Private loans

General Tips

- Keep all communication professional
(even when emailing with current students)
- Follow the rules/instructions
(regarding application requirements, deadlines, method of checking application status)
- Do Research
- Apply Early
- Check application status
- Stay in contact with your admissions representative



Questions?

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