

## MBA & Master of Science Programs Petition for GMAT/GRE Waiver

Admission into the MBA & Master of Science Programs at Saint Joseph's University requires applicants to supply an official GMAT or GRE score. However, under certain conditions the GMAT/GRE requirement may be waived.

Applicants who wish to be considered for a GMAT/GRE waiver must:

- Meet at least one of the classifications in the table below
- Complete a petition for waiver form
- Supply the required documentation

Petition for GMAT/GRE waiver is not guaranteed and is considered by the Admissions Committee in conjunction with an applicant's complete admissions file. Grant of a GMAT/GRE waiver does not guarantee admission to the program. Applicants whose petition for GMAT/GRE waiver is not approved are encouraged to take the exam. Admissions files for these applicants will be resubmitted to the MBA Admission Committee provided the exam score is received within 6 months after the petition decision was rendered.

**Please indicate the basis for your GMAT/GRE waiver petition by checking ONE box ONLY.**

Check ONE	Basis for GMAT/GRE Waiver	Required Documentation
	I have earned a terminal degree (Ph.D., M.D., D.O., J.D., DBA, etc.) or a Master's degree (M.S., M.A., etc.) from an accredited institution.	<ul style="list-style-type: none"> <li>• Official transcript(s)</li> </ul>
	*I am licensed in the United States as a CPA, CFP, CFA, PMP, or have earned Yellow Belt or higher Six Sigma certification through <b>The American Society for Quality</b> . (ASQ)	<ul style="list-style-type: none"> <li>• Copy of licensure or certification</li> </ul>
	I have earned a cumulative, undergraduate GPA of 3.20 or higher on a 4 point scale with a minimum of 60 credit hours in one of the following: as a business major from an AACSB accredited institution; or as Phi Beta Kappa qualifying Arts & Sciences major from an institution with a chapter of Phi Beta Kappa.	<ul style="list-style-type: none"> <li>• Official transcript(s)</li> <li>• Excerpt from website of AACSB International (aacsb.edu) or Phi Beta Kappa (pbk.org) indicating institution's accreditation or membership</li> </ul>
	I have a minimum of 5 years of full-time progressive work experience that entails a significant scope of responsibility (managing people and/or projects) and employs in-depth quantitative and analytical skills.	<ul style="list-style-type: none"> <li>• Detailed professional resume</li> <li>• Listing of job roles, time in role, and promotions</li> <li>• Description of the types of analytical &amp; quantitative components of job, frequency of use, and your level of contribution to such work</li> <li>• Signature of a supervisor verifying your current scope of responsibility</li> <li>• Listing of internal and external awards and honors</li> </ul> <p><b>See attached form for detailed submission.</b></p>

**I certify that the information that I have supplied is accurate.**

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Print Name** \_\_\_\_\_

*\* For additional eligible certifications, please consult with your Program/Admissions Manager.*

Email \_\_\_\_\_



## MBA & Master of Science Programs Petition for GMAT/GRE Waiver

Documentation for Petition for GMAT/GRE waiver based upon five or more years of progressive work experience

Petitioner: \_\_\_\_\_

I. List your last five promotions or significant expansion of job responsibilities. For each role include, where applicable, the number of people managed, the size of the operating budget, if you had P&L responsibility. Also indicate with a check your role as a Provider of Information, Contributor to Results, or Directly Responsible for results.

Promotion or significant expansion of job responsibilities	Level of Impact on Work Unit's Results		
	<u>Provider</u>	<u>Contributor</u>	<u>Directly Responsible</u>
1.			
2.			
3.			
4.			
5.			



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**II. Provide an in-depth description of the analytical and quantitative components of you current job including examples and the frequency that they are utilized. (Limited to 200 words)**

**III. List your recent honors and awards and year recognized. (Limited to 100 words)**

**Saint Joseph's University requests that a supervisor of this applicant verify to the best of his/her knowledge and belief, the above information is complete and accurate. Thank you.**

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Title: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

Signature: \_\_\_\_\_