



## Application Materials Checklist

### Coles Executive MBA (On Campus, AT&T)

|                          |   |
|--------------------------|---|
| <input type="checkbox"/> | <b>Interview with Executive MBA Director</b> (Contact the EMBA program office to schedule 770.420.4622 or visit <a href="http://www.colesmba.com/interview">http://www.colesmba.com/interview</a> . It is never too soon to interview.)                             |
| <input type="checkbox"/> | <b>Online Graduate Application</b> – There is a non-refundable \$75 application fee. <a href="http://www.kennesaw.edu/graduate/admissions/application.html">www.kennesaw.edu/graduate/admissions/application.html</a>   |
| <input type="checkbox"/> | <b>Transcripts</b> – Official transcripts for schools within the continental United States will be requested on your behalf by the Executive MBA admissions team once you complete and sign a request form and submit your on-line application for the EMBA program |
| <input type="checkbox"/> | <b>GMAT Score Report</b> – Request that your scores be sent electronically to KSU.<br>-OR-<br><b>Approved GMAT Waiver Application</b> (Contact the Executive MBA program office for details-770.420.4622)   |
| <input type="checkbox"/> | <b>Resume</b> - should be uploaded online if not already submitted to EMBA office.  |
| <input type="checkbox"/> | <b>Two Letters of Recommendation</b> - Can be sent electronically through the online application.   |

**International Students (Visa and Green Card holders) Please go to:**  
<http://www.kennesaw.edu/graduate/admissions/intlreqtsnew.html> for additional requirements.

Fast Track your application for the EMBA program by contacting Malvenia Calhoun to let her know you have begun the application process on-line. [MCalhou5@kennesaw.edu](mailto:MCalhou5@kennesaw.edu) or 770.420.4622