

Prospective Student FAQ's

- **What is the minimum GMAT score and GPA to be considered for admittance?**
In order to be considered admissible, students need to score at least 25% in both the verbal and quantitative sections of the GMAT and obtain at least a 3.5 writing score. Students will most likely be denied admission with scores below these percentages. Students are not often admitted with a GMAT score below 540 or 550. The average GMAT of admitted students to the MBA program is a 620. The minimum GPA to be considered for admittance is 2.85 (3.0 for international students), the average for students admitted is 3.3. GPA is determined by the last 60 semester units or 90 quarter units. Students who meet the minimum requirements are not guaranteed admittance.
- **What are the factors that will determine my admittance?**
GMAT and GPA scores serve as significant factors influencing the admittance or denial of an application. Work experience is not required, but at least two years of professional work experience will increase an applicant's chances of admittance.
- **Do I need to submit community college transcripts and/or transcripts from other institutions I attended, even though they are indicated on the University transcripts I graduated from?**
Yes. You need to submit transcripts from all institutions that you have attended. If you graduated from SDSU, you do not need to submit transcripts.
- **How does the Admissions Committee evaluate my GMAT score if I have taken the test more than once?**
The highest GMAT score will be evaluated.
- **Can I be conditionally admitted into the program if I plan to take/re-take the GMAT after the application period has ended?**
The MSBA/MBA program does not offer conditional admittance. You must take the GMAT and receive an acceptable score before applying to the program.
- **How do employers view the MBA vs. MSBA?**
Both programs are considered graduate level business degrees. The MSBA is a more specialized degree.
- **What if I have an undergraduate degree in Business, but wish to pursue an MBA as opposed to a MSBA?**
You are welcome to apply for the MBA program. 19 out of the 49 credits in the MBA program are foundation business courses. Students who have an undergraduate business degree have most likely already completed these 19 credits. Because the MBA program is a cohort experience, students cannot waive out of any of the classes. Therefore, students who already have an undergraduate business degree will most likely repeat 19 credits which they have previously completed. The 19 units of core classes include the following:
Financial Accounting
Managerial Accounting
Organizational Behavior
Statistical Analysis
Marketing

Managerial Economics
Operations Management
Financial Management

- **What if I DO NOT have an undergraduate degree in Business, but wish to pursue an MSBA as opposed to an MBA?**

There are approximately 19 credits that constitute as pre-requisites for the program. If you have not taken these classes your application will most likely be referred to the MBA program. After you complete the 19 units of core courses, you may change your degree objective to MSBA.

- **How do I find out the status of my application?**

You can check the status of your application accessing the web portal (www.sdsu.edu/e-services). You can also e-mail us at mbastatuscheck@mail.sdsu.edu. It typically takes 4-6 weeks for an applicant to receive a decision letter.

- **I plan on applying to the program, but want to start classes before I am officially admitted. Can I do that?**

You can take classes through Open University, which is a program facilitated by the College of Extended Studies. Open University is for students who are not matriculated. You can transfer up to 9 credits into the program upon admittance. If you do transfer 9 units from Open University, you will not be allowed to transfer any additional units. To register for Open University, you must go to the first class and request permission from the instructor to enroll in the class. Classes with a BA prefix are not open to non-matriculated students. Below is a link to the Open University website.

<http://www.neverstoplearning.net>

MBA applicants (students with a bachelor's degree in an area other than business) can only take FIN 604 and IDS 705. These classes do not have pre-requisites and will apply towards your degree once you are admitted into the program.

MSBA applicants (students with a bachelor's degree in business) can take classes for which they have met the pre-requisites and that are included on their Advising Sheet. Please review the appropriate Advising Sheet before enrolling in any courses.

- **I am currently an MBA student at another school. Can I transfer into the SDSU MBA/MSBA program?**

You can transfer up to 12 units into the program (9 units for the MSBA). The institution you are transferring from must be AACSB accredited and the courses must be similar in curriculum to those required by the SDSU MBA program. In addition, you must receive at least a grade of "B" or better in each class you wish to transfer into the program. The application procedures are the same for a transfer student.

- **I plan on applying to the MBA program, and have already taken some undergraduate classes that are similar to classes in the MBA curriculum. Can I waive out of these classes?**

The MBA program is designed to be a cohort experience. Therefore, students are not able to waive out of any of the classes. If you have taken a majority of the 19 credits which constitute the core classes you should consider applying to the MSBA.

- **How is residency determined?** For information about residency go to

<http://arweb.sdsu.edu/sic/residence.html>

- **Can I complete the graduate business programs part-time?**

Yes, our graduate business programs are offered either part-time or full-time. Part-time students attend classes twice a week in the evenings. The MBA program can be completed part-time in 3 years or 8 semesters and the MSBA program can be completed in 2 years or 5 semesters.

- **Do you have rolling admissions?**

Yes. It is important to apply at the beginning of the application period. The MBA program, in particular, often reaches capacity prior to the end of the application period. Please plan accordingly, and submit your completed application materials well ahead of the application deadline.

- **Should I have my official transcripts sent to me or directly to the Graduate Admissions?**

You should have official transcripts sent to:

Graduate Admissions

Enrollment Services

San Diego State University

5500 Campanile Drive

San Diego, CA 92182-7416.

- **Can I submit materials, such as GMAT and TOEFL scores, after the application deadline?**

You must have taken the GMAT and TOEFL exams prior to the application deadline. GMAT and TOEFL scores will be accepted after the application deadline only if the test(s) were taken before the deadline. In addition, late applications will not be evaluated.

- **How do I arrange a campus tour?**

Campus tours are conducted daily during the academic year and on a reduced schedule during the summer. Reservations are not required. The 40-to-60 minute walking tour encompasses the main part of the campus and includes narration on the history and traditions of the University. Campus information packets are provided prior to starting the tour.

Tours are conducted by the SDSU Ambassadors. The Ambassadors, current students specially trained to provide tours, welcome the opportunity to share their university experience with prospective students and their guests. For more information, contact the SDSU Ambassadors at (619) 594-6868, or by e-mail at ambassad@mail.sdsu.edu.

All walk-in tours depart from the Prospective Student Center in the Student Services building, located at the base of the clock tower.

Current Student FAQ's

- **I was recently accepted into the program, what do I do now?**

MBA students –

1. Fill out the Letter of Intent Form and return it to the Graduate School of Business.
2. Log onto www.sdsu.edu/e-services to ensure that we have your correct email and mailing address and to receive your registration date and time.
3. You will receive an email from the MBA Program Coordinator regarding the classes in which you should register and new student orientation. Orientation is usually the week prior to the first week of class.
4. At your registration date and time you will be able to register for classes online.

MSBA students –

1. Fill out the Letter of Intent and Core Waiver Request Form and return them to the Graduate School of Business.
2. Approximately one week after returning the forms please contact your advisor. He/She will help you create a Program of Study and detail the classes in which you should register.
3. Log onto www.sdsu.edu/e-services to ensure that we have your correct email and mailing address and to receive your registration date and time.
4. At your registration date and time you will be able to register for classes online. Please use your advisors suggestions and the Advising Sheet as a guideline for classes.

- **As an international student, am I eligible for financial aid?** International students attending SDSU are not eligible for any federal or state financial aid programs. However, **ISC Scholarships** are sometimes available. You should regularly check with ISC for information.

Most academic departments offer **University Scholarships** which are competitive and based on scholastic performance at SDSU. International graduates and undergraduates may apply for any **University Scholarship** for which they are eligible. More information and application forms for **University Scholarships** can be obtained through SDSU's Scholarship Office. For information on scholarships and fellowships offered by foundations and international agencies, please click on this link. <http://www.sa.sdsu.edu/isc/scholarships.htm>

- **How do I apply for a Graduate Assistantship?** The procedure for assistantships within the College of Business is as follows: Once a student is officially admitted to a graduate business program, he/she may apply for a graduate assistantship with the departments in the College of Business (Marketing, Management, Accounting, etc.). Graduate students should go to http://bfa.sdsu.edu/ps/flyers/GA_ColBus_05.htm to apply for a **Graduate Assistantship**. It is best to do this 1-2 months before classes begin. As positions become available, the faculty will review applications and the student would then be contacted for an interview. Graduate Assistants do not receive tuition waivers or reimbursements, but are paid hourly.
- **What is the latest date to add/drop a class?**
Please refer to the Student Information Handbook section of the appropriate class schedule. <http://www.sdsu.edu/schedule.html>
- **How do I take a leave of absence?**
Students must request a leave of absence for each semester they will be absent. Go to your web portal account to request a leave. Leave of absence will be granted if you are a graduate student

who has completed at least one semester of graduate work. You must be in good academic standing. You cannot be granted a leave of absence if you are on probation or have been disqualified. In addition, you cannot have a registration hold.

- **Do I have to repeat a class if I receive a C-?**

Yes, if you received a grade of C- or lower you must repeat the class. The two grades will be averaged into your grade point average.

- **What is the process to apply for graduation?**

In addition to the information below, the procedures are also available at

<http://gra.sdsu.edu/Graduate/Studentsvcs/forms.html>

1. Complete a **Program of Study** the semester prior to your anticipated completion of the program. (If your program of study changes you must complete a Change of Program.) You can pick up the form at the Graduate School of Business office (SSE-3428) or email us at sdsu.edu/mba to receive a copy via email.
2. Fill out the **Application for Graduation** form. Please be aware of the deadlines. <http://gra.sdsu.edu/Graduate/Studentsvcs/forms.html#appforgraduation>
3. **Enroll in BA 795 (MBA), 790 (MSBA), 799 (Thesis)** during your last semester before completion of the program. If you plan to enroll in BA 795 you must reserve a spot during the previous semester. The BA 795 Reservation Form is available at <http://www.rohan.sdsu.edu/dept/gbsa/cob/ba795.html>

- **If I have completed all of the necessary steps to graduate, how do I know if I have been officially advanced to candidacy?**

If you have completed all of the steps above, you will receive notification via mail from the Graduate Division detailing your advancement to candidacy.

- **Where can I go for student advising?**

Students are welcome to come by our office anytime during our office hours: Monday-Thursday from 9-6, Friday from 9-4. We have open advising so it is not necessary to schedule an appointment. Advisors will always be available to answer questions. We are located in the Student Services East Building in Room 3428. MSBA students can contact their faculty advisors for questions about their academic plans.