



Office of Admissions & Financial Aid

125 Route 340, Sparkill, New York 10976-1050

T: 845-398-4100//F: 845-398-4372//www.stac.edu//Email: admissions@stac.edu

Application For Admissions: Masters of Business Administration

The following information must be submitted to the Office of Admissions and Financial Aid for consideration of an application for the Masters of Business Administration.

- Completed application and insert sheet;
 - GMAT general test scores are required for students with a grade point average below 2.8;
 - \$25 Application fee;
 - Official transcripts from each previously attended college or university, must be sent directly to the Office of Admissions and Financial Aid from the college or university;
 - Three letters of reference (either included or sent under separate cover);
 - Statement of professional goals;
 - A resume.
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Name _____
Last First MI Maiden Social Security

Mailing Address: _____
Street Apt. #

_____ City State Zip Code County Nation

Home Telephone: _____ Cell: _____ E-mail address: _____

Gender: Male Date of Birth ____/____/____ Citizenship: U.S. Citizen (Y)
 Female M M D D YYYYY Perm. Resident (Green Card) (N)
 Will need an I-20 Visa

Predominate Ethnic Background (optional: for statistical purposes only)

- White/Non-Hispanic (0)
- Alaskan or Native American (2)
- Asian or Pacific Islander (3)
- African American/Black (4)
- Hispanic (6)
- Non-Resident Alien (7)
- Other (9)

Has a relative of yours ever attended St. Thomas Aquinas College?

- No
- Yes: Relationship to you: _____

List all colleges previously attended. If you are presently enrolled in any post secondary institution, please list your courses in progress with their credit value on a separate piece of paper and attach to this application.

Name of College	City	State	Attendance Dates	Degree received or number of credits completed.

Educational Honors Received: _____

ENROLLMENT INFORMATION

Date of study to begin: 20__ (Year)

Quarter I (September) Quarter II (November) Quarter III (March) Quarter IV (June)

I plan to enroll: Full-Time Part-Time

Intended program of study:

Master of Business Administration- On-Campus Post Baccalaureate Certificate

Concentration: Finance Marketing Management General

Master of Business Administration- On-Line (General Concentration Only)

Are you planning to request a waiver of any core courses in the MBA Program based upon previous undergraduate or graduate course work? Yes No

Are you planning to take a proficiency exam to determine if appropriate business experience can be substituted for undergraduate course work? Yes No

Have you ever attended St. Thomas Aquinas College? Yes No

If so when? _____ Under what name? _____

Have you taken the GMAT test? Yes No

If so when? _____ If not, when do you plan to take it? _____

All Official GMAT test results must be submitted directly from the Testing Service to the Office of Graduate Admissions (GMAT Code: 2807).

What influenced you to apply to St. Thomas Aquinas College?

- St. Thomas Aquinas Alumnus (03)
(Name) _____
- Office Visit/Interview (23)
- High School Visit (29)
- Graduate Open House (44)
- Parents (12)
- Friends (13)
- Faculty (31)
- College Guide Book (14)

- Worksite (53)
- Newspaper Ad (38)
(Name of Paper) _____
- Information Received by mail (16)
- College Night Program (17)
(Location:) _____
- St. Thomas Website (99)
- Graduate Fair (73)
- Other (00) _____

EMPLOYMENT RECORD

Dates	Type of Work/Position	Organization/Address/Telephone
1.		
2.		
3.		

OTHER BACKGROUND INFORMATION

Please list other information that you feel may be relevant to the evaluation of your application (i.e., awards, licenses, volunteer activities, special experiences, etc.) _____

REFERENCES: Three recommendations from persons who can assess your potential for graduate study.

Please submit three recommendations from each of the ones listed below. Indicate name, address, and title of each reference below. All letters of recommendation are to be sent directly to the Office of Graduate Admissions.

1. Employer: _____

2. Employer or College Professor: _____

3. Employer or College Professor: _____

Please write or type an essay (approximately 300 words) indicating your professional goals and reason(s) for undertaking graduate study in Business Administration.

*St. Thomas Aquinas College does not discriminate in its educational programs, activities or employment practices based on race, color, national origin, sex, sexual orientation or expression, disability, age, religion, ancestry, genetic information, marital status, veteran status or any other legally-protected category. Announcement of this policy is in accordance with State and with Federal law, including Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1967 and the Americans with Disabilities Act of 1990. For more information, please contact: **EEO, Section 504/ADA and Title IX Compliance Officer, 125 Route 340, Sparkill, NY 10076, 845-398-4044.***

I certify that the information provided in this application is true and complete to the best of my knowledge.
Please type your name in the box to serve as your electronic signature for this document.

Date

Applicant's Signature

I understand that if I was born on or after January 1, 1957 and if I enroll for 3 or more credits, I must provide the College With proof of immunization against measles, mumps and rubella. My failure to comply with this New York State law within 30 days from the start of the semester will result in my disenrollment from classes without refund of tuition and fees.
