



GMAT/GRE WAIVER APPLICATION

Please read the following instructions carefully prior to submitting your waiver application.

Applicants with professional work experience may request a GMAT/GRE waiver when applying to our MBA program. The purpose of this form is to request consideration for a GMAT or GRE waiver. Keep in mind that this form may only be submitted once. Therefore, be sure to provide all necessary information at the time of submission.

A fully completed waiver application should be submitted via e-mail to mba@udayton.edu prior to the start of your first semester along with any additional documents to support your waiver request. Your name should clearly appear on all documents submitted. All waiver applications are reviewed by the MBA Graduate Admission Committee within seven (7) business days after the waiver application is received. Students are contacted via e-mail once a decision has been made. Please note that students whose application is denied will be required to submit satisfactory GMAT or GRE scores.

Final Reminder: Please make sure that your form is accurate and provides as many details as necessary to aid us in our decision. Supporting documents are allowed and encouraged. Keep in mind that preparing for the GMAT or GRE takes at least 40 hours. Therefore, should your application be approved you will be saving a considerable amount of time and effort. While we do not expect you to spend 40 hours on this application, we expect that a substantial effort is made to complete this application. Your application should not only thoroughly demonstrate how the depth and scope of your practical experience has prepared you for our MBA program, but it should meet graduate-level writing expectations. *All fields outlined in red are required fields.*

Please check each box below to indicate that you have read and agree to each statement.

- Submission of this waiver application does not guarantee waiver approval.
- Submission of this waiver application does not guarantee admission to the University of Dayton's MBA Program.
- Simply meeting the minimum requirements does not guarantee acceptance of this waiver request.
- The MBA Graduate Admission Committee will evaluate your waiver application based on completeness, thoroughness, relevance, writing style, and grammar.
- All information provided along with this waiver application will be reviewed by the MBA Graduate Admission Committee and waiver approvals will be determined on a case-by-case basis.
- If your waiver application is denied, you will be required to submit satisfactory GMAT or GRE scores to the MBA office. Denials will not be re-evaluated.
- I understand that I must submit a copy of my resume with this waiver application.

Applicant name:

Date:

Decision (administrative use only):

Approved

Denied

MBA Program
300 College Park Avenue, Dayton, Ohio 45469-7020
937-229-3733
mba@udayton.edu

First Name:

Last Name:

E-mail Address:

Phone:

I am requesting consideration for a GMAT/GRE waiver based on professional work experience. I understand that I must submit a copy of my resume as evidence of professional work experience. In addition, my answers below will speak to my professional experience.

Part I - Leadership

In the space below, please answer the following questions in detail:

- 1) How has your professional work experience contributed to your **leadership skills**?
- 2) Provide specific examples of instances where you demonstrated leadership skills.
- 3) For each example you provide, what was the outcome?

Note: This is an expandable text box - no word limit.

Part II - Problem Solving

In the space below, please answer the following questions in detail:

- 1) How has your professional work experience contributed to your ability to **solve complex problems?**
- 2) Provide specific examples of instances when you had to solve a complex problem.
- 3) For each example you provide, how did you handle the situation?
- 4) For each example you provide, what was the outcome?

Note: This is an expandable text box - no word limit.

Part III - Teamwork

In the space below, please answer the following questions in detail:

- 1) How has your professional work experience contributed to your ability to **work in teams?**
- 2) Provide at least one specific example of an instance where you led a team.
- 3) Provide at least one specific example of an instance where you were part of a team, but did not lead the team.
- 4) For each example provided...
 - a) Describe the role you assumed within the team.
 - b) Describe the team's objectives.
 - c) Describe what challenges your team encountered.
 - d) Describe how you dealt with those challenges.
 - e) Describe the outcome of your team project/initiative.

Note: This is an expandable text box - no word limit.

Part IV - Additional Information

In the space below, please provide any additional information that you would like for us to consider while evaluating your waiver application.

Note: This is an expandable text box - no word limit.

Once complete, please submit your application to mba@udayton.edu, along with your resume and any additional documentation you wish to provide. Thank you!