

# SOUTHWEST BAPTIST UNIVERSITY

## APPLICATION FOR ADMISSION TO GRADUATE STUDY IN BUSINESS ADMINISTRATION

Miss  
Mrs.  
Ms.

Name: Mr. \_\_\_\_\_  
Last
First
Middle

Address: \_\_\_\_\_ Home Phone: (\_\_\_\_) \_\_\_\_\_

City: \_\_\_\_\_ Work Phone: (\_\_\_\_) \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ Birth Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Social Security Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Fax: \_\_\_\_\_

**Optional information, not required, used for statistical data only:**  
 Age \_\_\_\_\_ Religion \_\_\_\_\_  
 Racial/Ethnic Status (circle one): White non-Hispanic, Black non-Hispanic, Hispanic, American Indian, Asian, Other

**I hereby make application to Southwest Baptist University for admission to graduate study:**

\_\_\_\_\_ **Unclassified** (to take courses not leading toward completion of a SBU graduate degree)

\_\_\_\_\_ **Classified** (to study with intent to earn the MBA degree at SBU)

**G** **Master of Business Administration** (minimum 36 hours)

**G** **Master of Business Administration with Concentration in Health Administration** (minimum 45 hours)

\_\_\_\_\_ **Health Services Certificate Program** (18 hours)

**Education:**

Previous College/University Attended	Date(s) Attended	Major	Degree(s)	Cumulative GPA

**\* Application/Transcript Evaluation fee of \$25 is non-refundable \***

**Employment History:**

<u>Employer</u>	<u>Dates</u>	<u>Supervisor</u>

**References:** Applications for classified study must include three references.

	<b>NAME</b>	<b>STREET</b>	<b>CITY</b>	<b>STATE</b>	<b>ZIP</b>	<b>TELEPHONE</b>
1.	_____					
2.	_____					
3.	_____					

To be considered for admission to classified degree status, the applicant must arrange for the following to be sent to the SBU College of Business. For admission to non-classified status (taking courses but not seeking a degree), applicants need only have the first item sent.

1. **An official transcript showing the completion of a bachelor's degree. (except for seniors making early application for graduate study)**
2. **Official transcripts covering all undergraduate work attempted.**
3. **Official transcripts covering all previous graduate work attempted.**
4. **TOEFL score for foreign students.**
5. **Three character references.**
6. **Autobiographical sketch. (300-500 words)**

\_\_\_\_\_  
Signature Date of Application

**Send all graduate application materials and a \$25 application/transcript evaluation fee to:**

**Shelly Francka  
College of Business and Computer Science  
Southwest Baptist University  
1600 University Avenue  
Bolivar, Missouri 65613  
(417) 328-2000 / (800) 326-1921  
E-mail: tfrancka@sbuniv.edu**

**FOR OFFICE USE ONLY:**

Date Received Application: \_\_\_\_\_ Date Notification Sent: \_\_\_\_\_

\_\_\_\_\_ Fully Accepted      \_\_\_\_\_ Conditionally Accepted      \_\_\_\_\_ Non-Degree Seeking