

**GMAT/GRE Waiver Request Form  
J. Whitney Bunting College of Business  
Graduate Programs**

**GMAT/GRE waivers can be considered for prospective graduate business students who meet at least one of the following criteria:**

- A prior advanced degree (Master's, Doctorate, or Specialist) from a regionally accredited institution.
- A minimum cumulative undergraduate GPA in a **business major** from an **AACSB** accredited institution. The minimum GPA required for each program is:
  - Master of Accountancy = 3.25
  - MBA and Master of Logistics and Supply Chain Management = 3.15
  - Master of Management Information Systems = 3.2
- Significant, full-time professional work experience

**To be considered for a GMAT/GRE waiver based on one of the criteria listed above, please complete this form.**

**Name** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Program of Interest (check only one):** \_\_\_MBA \_\_\_MLSCM \_\_\_MMIS \_\_\_MACC

Applicants may submit this form prior to applying for admission. Note that a waiver request does not guarantee acceptance to a program; all admission criteria must be met first. Please visit [www.gcsu.edu/business/gradbusiness](http://www.gcsu.edu/business/gradbusiness) for a complete listing of admission requirements for each program.

It typically takes five to seven business days to receive a decision on your request to waive the GMAT or GRE. You will be notified of the decision via email at the address provided above.

**Instructions for Requesting a GMAT/GRE Waiver:**

- 1) Complete this form
- 2) Select one of the following three criteria below
- 3) Email the completed form and additional required documents as attachments to [lynn.hanson@gcsu.edu](mailto:lynn.hanson@gcsu.edu).

**Please check one of the following three options:**

**\_\_\_ I possess an advanced degree.** A copy of your transcripts verifying degree must be attached. The transcripts attached to the waiver request can be unofficial copies; however, official transcripts must be submitted once you apply to a graduate program.

**\_\_\_ I have the minimum required undergraduate GPA in a business major from an AACSB-accredited college/university** (see list at top of page for required GPA). A copy of your transcript(s) must be attached. The transcripts attached to your request can be unofficial copies; however, official transcripts must be submitted once you apply to a graduate program.

**\_\_\_ I have significant professional work experience.** Please provide the following attachments:

- An up-to-date resume
- A copy of your transcripts. The transcripts attached to your request can be unofficial copies; however, official transcripts must be submitted once you apply to a graduate program.
- A written letter of petition; see **Guidelines** below for what should be included in your letter of petition.

**Guidelines for considering a GMAT/GRE waiver based on significant professional work experience:**

- Explain how your professional experiences and promotions have prepared you for graduate study.
- Address how a graduate degree fits into your career development plans.
- Describe how you will balance time demands between work and the graduate program.
- Provide evidence of professional development, such as certifications and other post-undergraduate training.
- Provide clear evidence of your motivation for the program and the value you will add as a student.
- Explain how you will successfully complete the graduate business program you plan to pursue.

