

**Application for Admission for Fall, 2006**

(Please print or type all sections)

**I am applying for admission to the:** (check the appropriate option)

**Two-year MBA program**

Check options only if applicable:

- with Heinz School option     as a 3/2 (for Carnegie Mellon Undergraduates only)  
 Integrated Engineering/MBA (for Carnegie Mellon Undergraduates only)

**Three-year MBA program**

- Flex Time (Pittsburgh)     Flex Mode (Distance – contact admissions office for requirements and deadlines)

**Collaborative Programs**

*The MBA dual degree program with:*

- University of Pittsburgh School of Law for the **MBA/JD** program.  
 School of Computer Science for the **MBA/Master of Software Engineering (MSE)** program.  
 School of Computer Science, Mellon College of Science and College of Humanities and Social Science for the **MBA/Master of Science in Computational Finance (MSCF)** program.  
 College of Engineering for the **MBA/MS** in Civil & Environmental Engineering (**MSCEE**) program.  
 Heinz School for the **MBA/MS** in Public Policy & Management (**MSPPM**) program.  
 Heinz School for the **MBA/MS** in Health Care Policy & Management (**MSHCM**) program.

**Name and Personal Information**

Last/Family Name			First Name			Middle Name		
Birthplace (City, Country)			Gender (M or F)			Marital Status (single or married)		
Are you a U.S. citizen or permanent resident of the U.S.? (Yes or No)			Country of Citizenship			If you are a nonresident alien currently in the U.S., what is your immigration status?		

**Mailing Address**

Street Address \_\_\_\_\_

City \_\_\_\_\_ State or Country \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Telephone Number \_\_\_\_\_ Telephone number where you can be reached weekdays 8:30 a.m. to 5:00 p.m., ET \_\_\_\_\_

E-Mail address (where we may contact you) \_\_\_\_\_

**Racial Ethnic Group** U.S. citizens or permanent residents only (optional)

- African American                       American Indian and Alaskan Native                       White  
 Asian American                       Hispanic, Latino, Mexican American, Puerto Rican                       Other (specify) \_\_\_\_\_  
 Pacific Islander American                       Multiethnic (specify) \_\_\_\_\_

**Test Information**

	<b>Date taken or will take</b>	<b>Total Score</b>	<b>Verbal</b>	<b>Quantitative</b>	<b>AWA</b>
<b>GMAT</b>	_____	_____	_____	_____	_____
<b>TOEFL</b>	_____	_____	Paper based test? <input type="checkbox"/> Yes <input type="checkbox"/> No		

**Academic Record**

List all colleges and universities attended, undergraduate degree first. You must supply an official transcript from each school listed.

<b>Name and Location of Institution</b>	<b>Attended (From/to)</b>	<b>Major (No Abbreviations)</b>	<b>Degree Awarded</b>	<b>Date of Graduation</b>	<b>Degree Earned (Yes or No)</b>

Provide your official undergraduate GPA, class rank or other academic performance measure and describe what official grading/ranking or performance measuring system that your undergraduate institution used: \_\_\_\_\_ Official Undergraduate GPA: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you studied calculus?  Yes  No

If, yes, please list the name of the college or university and the course titles for calculus and any other math/statistics courses at the university level.

\_\_\_\_\_

\_\_\_\_\_

**Extracurricular/Community Activities** (Attach additional pages, if needed) List in order of importance to you, with most important listed first.

<b>Activity</b>	<b>Position Held</b>	<b>Responsibilities</b>	<b>Duration</b>

**Scholarly/Professional Achievements** (Attach additional pages, if needed)

List recognitions for scholarly achievements (such as awards, honorary societies, scholarships), professional societies, articles or books published, papers presented, research inventions, or any other creative work.

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## Evaluators

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- |   |  |
|---|--|
| 1. Name _____<br>Address _____<br>Position _____<br>Organization _____<br>Work Phone _____ Work Email _____               | 2. Name _____<br>Address _____<br>Position _____<br>Organization _____<br>Work Phone _____ Work Email _____  |
| 3. *Name _____<br>Address _____<br>Position _____<br>Organization _____<br>Work Phone _____ Work Email _____<br>*Optional | 4. *Name _____<br>Address _____<br>Position _____<br>Organization _____<br>Work Phone _____ Work Email _____ |

## Current Resume

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Please include a current copy of your resume.

## Employment Record

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On separate sheets of paper, **you must account for all time since high school graduation, in reverse chronological order**, including:

1. All full-time positions (including Peace Corps, military services, volunteer work, etc.). For each position, you must include the information below.
2. All part-time/summer positions requiring more than ten hours per week. For each position, you must include the following information:
  - Dates of employment
  - Firm/Employer's name
  - Address
  - Nature of firm's activities (very brief description)
  - Your job title(s)
  - Responsibilities
  - Starting and ending salaries
  - Average number of hours worked per week
  - Reason for leaving

## Additional Information

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(Affirmative responses to these questions do not automatically disqualify you from admission.)

Have you ever been subject to academic discipline, placed on probation, suspended or required to withdraw from any college or university?

Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain in Essay D.

Have you ever pled guilty or nolo contendere to or been convicted of any crime other than a summary offense or misdemeanor?

Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain in Essay D.

## Required Essays (Suggested length – 2 double-spaced pages per essay.)

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- A. What are your short-term and long-term goals? How will a Tepper MBA help you to achieve these goals.
- B. How will your academic and professional background, personal characteristics and life experiences contribute to the diversity of the Tepper community?
- C. Please answer three of the following five questions or statements (for a maximum of two pages).
  1. Describe an ethical dilemma that you have faced in your professional life, how you dealt with the situation, and what the outcome was.
  2. Describe a failure or setback in your professional or academic life. How did you overcome this setback? What, if anything, would you do differently if confronted with this situation again?
  3. What do you consider to be your greatest achievement and why?
  4. Describe your most challenging experience while working in a group?
  5. Of what skill or talent are you especially proud?

**Additional Essays**

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D. Is there anything additional that you think we should know as we evaluate your application? *Note: if you believe your credentials and essays represent you fairly, you should not feel obligated to answer this question. This essay is intended to provide a place for you to add information that you think is important but is not covered elsewhere in the application.*

You must complete this essay if you answered “yes” to the additional information questions on the previous page.

**Other Programs**

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Have you applied to or do you plan to apply to other graduate schools? If so, please name them.

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\_\_\_\_\_  
\_\_\_\_\_

**Statement of Accuracy**

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I certify that all of the information included in my application is true, complete and accurate. I further certify that my application and essays are exclusively my own work and I understand that if I am interviewed as part of the admission process, Carnegie Mellon may choose to record the interview for my application file. I understand that all components of my application are subject to verification and I give my permission for any person or entity to provide Carnegie Mellon or its duly authorized agent with information relevant to such verification. If the university determines that I have omitted or in any way misrepresented any facts, I may be subject to disciplinary action, up to and including expulsion from Carnegie Mellon or withdrawal of my degree. I understand that all components of my application become the property of Carnegie Mellon and that they will not be returned to me or duplicated for me. I understand that the application fee is not refundable.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please mail all application materials along with a \$100 application fee, two letters of evaluation and official transcripts directly to:

**Director of MBA Admissions  
Tepper School of Business**  
Carnegie Mellon University  
5000 Forbes Avenue  
Pittsburgh, PA 15213-3890

Carnegie Mellon University does not discriminate and Carnegie Mellon University is required not to discriminate in admission, employment, or administration of its programs or activities on the basis of race, color, national origin, sex or handicap in violation of Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973 or other federal, state, or local laws or executive orders.

In addition, Carnegie Mellon University does not discriminate in admission, employment, or administration of its programs on the basis of religion, creed, ancestry, belief, age, veteran status, sexual orientation or gender identity. Carnegie Mellon does not discriminate in violation of federal, state, or local laws or executive orders. However, in the judgment of the Carnegie Mellon Human Relations Commission, the Presidential Executive Order directing the Department of Defense to follow a policy of "Don't ask, don't tell, don't pursue" excludes openly gay, lesbian and bisexual students from receiving ROTC scholarships or serving in the military. Nevertheless, all ROTC classes at Carnegie Mellon University are available to all students.

Inquiries concerning application of these statements should be directed to the provost, Carnegie Mellon University, 5000 Forbes Avenue, Pittsburgh, PA 15213, telephone 412-268-6684 or the vice president for enrollment, Carnegie Mellon University, 5000 Forbes Avenue, Pittsburgh, PA 15213, telephone 412268-2056.

Carnegie Mellon University publishes an annual campus security report describing the university's security, alcohol and drug, and sexual assault policies and containing statistics about the number and type of crimes committed on the campus during the preceding three years. You can obtain a copy by contacting the Carnegie Mellon Police Department at 412-268-2323. The security report is also available online.

Obtain general information about Carnegie Mellon University by calling 412-268-2000.