CLASS OF **2029**

PROFESSIONAL MBA PROGRAMS

APPLICATION CHECKLIST

- ❑ Begin the online application. Start a New Application and create an account.

  Application type = **Graduate**, First Semester to Enroll = **Spring 2027*** or **Fall Semester 2027****
  Major Preference = **Master of Business Administration – PIM – Online MBA (**Spring or Fall Start*) or**
  Master of Business Administration – PIM – Executive MBA (*Fall Start Only*)**

  Applications can be submitted at any time; however, the admissions committee will review **complete applications** and release decisions two weeks after the following dates:

Spring 2027 Admissions Deadlines	*Fall 2027 Admissions Deadlines*
(Online MBA only)	*October 12, 2026*
October 12, 2026	*January 11, 2027*
December 7, 2026	*March 15, 2027*
	*May 3, 2027**
	*June 14, 2027***

**May 3rd final submission date for applicants with international transcripts*
***June 14th final submission date for applicants with domestic transcripts*

- ❑ Academic History | Request transcripts. Request official transcripts from your bachelor's degree-granting college/university. **Applicants with degrees from non-U.S. institutions** should see the international transcripts information. Note: All transcripts uploaded by the applicant are unofficial. Official transcripts must be sent directly from your previous college/university to MSU.
  - Send e-transcripts (preferred method for domestic transcripts) to: admis@msu.edu

    ~OR~

  - Mail official transcripts to: Michigan State University Admissions
    426 Auditorium Road, Room 250
    East Lansing, MI 48824
- ❑ Test Scores. GMAT or GRE are not required for Professional MBA programs.
- ❑ Employment. Only list your current employer and job title information.
- ❑ Identify, notify, and enter two professional recommenders. Your recommenders will receive an email with a link to provide their recommendations through a simple online form; a letter of recommendation is not required.
- ❑ Supplemental questions. Upload two required essays and an updated résumé.
- ❑ Schedule an interview. Admissions interviews can be scheduled by emailing mba@msu.edu to request a link.
- ❑ Submit your application. Pay the $85 application fee.

E. Lansing Hybrid | Online: 517-355-7603
Troy: 248-879-2749
mba@msu.edu

CLASS OF **2029**

PROFESSIONAL MBA PROGRAMS

INTERNATIONAL TRANSCRIPTS

- ❑ Begin the online application. Start a new application and create an account.

  Application type = **Graduate**, First Semester to Enroll = **Spring 2027*** or **Fall Semester 2027****
  Major Preference = **Master of Business Administration – PIM – Online MBA (**Spring or Fall Start*) or Master of Business Administration – PIM – Executive MBA (***Fall Start Only*)**

Applications can be submitted anytime; however, the admissions committee will review **complete applications** and release decisions two weeks after the following dates:

Spring 2027 Admissions Deadlines	*Fall 2027 Admissions Deadlines*
(Online MBA only)	*October 12, 2026*
October 12, 2026	*January 11, 2027*
December 7, 2026	*March 15, 2027*
	*May 3, 2027**

**May 3rd is the final submission date for applicants with international transcripts.*

- ❑ Academic History | Request transcripts. ***This process could take several months, so plan accordingly.*** Note: all transcripts uploaded by the applicant are unofficial. Request transcripts from all previous college/university coursework. That includes:
  - **ONE** official/certified/attested university or professional school record of subjects and mark sheets, or transcripts listing courses taken and grades/credits earned.
  - **AND** a copy of diploma(s) and/or degree certificate(s), or an official document showing the following information:
    - Your full legal name
    - Name of institution
    - Degree earned/major studied
    - Date degree was earned
  - ***Documents must be sent from the principal or registrar of each school from which you earned a degree, or by the Ministry of Education in your country, in a sealed envelope.***
  - ***Notarized photocopies are not accepted.***
  - When documents are not in English, official translations must be furnished.
    - **Both** native language and English translations are required.
    - Send transcripts directly to:

      Beth Thomas | Admissions Operations Manager
      MSU Broad MBA
      Minskoff Pavilion
      651 N Shaw Ln, Room M100, East Lansing, MI 48824

- ❑ International Applicants. For more information on international applicants visit the Michigan State University Graduate School website: https://grad.msu.edu/internationalapplicants