



MSU Accounting Undergraduate Students

Steps to Apply to the Master of Science in Accounting Graduate Program

WHEN TO APPLY: If you have completed or will complete by the end of the current semester at least **three 300/400-level accounting courses (excluding ACC 308)**, you should begin the application process. Please wait to apply to the program until you have completed these courses.

Step 1: Calculate your **overall GPA**.

Step 2: Calculate your **300/400-level accounting GPA** (this includes ACC 300/305, 301, 321, 331, 341, & 411).

- a. **If you have at least a 3.0 GPA** in both steps 1 and 2, you are **not required** to take the GMAT/GRE. Please email the M.S. in Accounting Program for a special code to waive the GMAT/GRE exam (msacct@broad.msu.edu).
- b. **If you do not meet the requirements for GMAT/GRE waiver**, you must have at least a 3.0 overall GPA. You will need to take the GMAT or GRE. The program requires a minimum overall GMAT score of 550 (school code: QHO-5p-32) or strong GRE score (school code: 1465). For more information please visit <http://www.mba.com/mba/themgat> or <http://www.ets.org/gre>.

Step 3: Create a profile and begin the application process through the Broad College graduate online application site <http://accounting.broad.msu.edu/welcome/ms/>. Listed below are supplemental items that must be uploaded and/or submitted online with your application:

- a. Current resume
- b. GMAT or GRE score, if applicable (GMAT school code: QH0-5P-32 or GRE school code: 1465)
- c. Three essay responses: 2 written essays (one page maximum), 1 video essay
- d. Two letters of recommendation (at least one from a faculty member)
- e. Application fee (\$85.00)

We will only require paper copies of items such as GMAT/GRE scores, financial proof, and transcripts IF you are recommended for admission. Please do not send any paper documentation to us.

Applications will not be reviewed until after the deadlines. These are listed as follows based on desired starting semester:

- a. January 15: For those applying to start in the summer or fall semesters. If you want to be considered for scholarships/graduate assistant you must also apply by this date.
- b. March 1: A second round of application review will occur after this date if space remains for summer and fall semesters.
- c. October 1: For those applying to start the program in spring semester

Step 4: Once your file has been reviewed, you will receive an email notification regarding our decision.