**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).

* 1. **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).
  2. **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 <https://www.mba.com/exams/gmat> or <http://wwww.ets.org/gre>.

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

1. Current resume
2. GMAT or GRE score, if applicable (GMAT school code: QH0-5P-32 or GRE school code: 1465)
3. Three essay responses: 2 written essays (375-750 words), 1 video essay
4. Two letters of recommendation (at least one from a faculty member)
5. Application fee ($85.00)

**We will only require official copies of items such as GMAT/GRE scores and financial proof 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:

* 1. 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.
  2. March 1: A second round of application review will occur after this date if space remains for summer and fall semesters.
  3. October 1: For those applying to start the program in spring semester
  4. **Step 4**: Once your file has been reviewed, you will receive an email notification regarding our decision.