

## MBA Program FAQs

### **PROSPECTIVE STUDENTS:**

**Q. What Kind Of Masters Program Do You Offer?**

A. We have an MBA (Masters in Business Administration)

**Q. Do You Have A Masters In Other Fields Than Business Administration?**

A. No, but we offer a Masters in Business Administration and, you can get a concentration in a certain field (i.e. Marketing International business, Business Law, the Entertainment Industry, Finance, Mgt, Information Systems)

**Q. Do You Offer Any Classes During The Day?**

A. No, this is an Evening MBA Program only. Classes are one night a week from about 6:30 / 7:00 to 9:30 / 10:00 pm.

**Q. Do You Offer Any Saturday Or On-Line Classes?**

A. We have classes Monday through Thursday, with an exception of a few Saturday meetings for some classes. No, online classes are being offered.

**Q. Do You Offer Any Classes On An Off-Site Location?**

A. No. All of our courses are taught on-campus.

**Q. Do You Offer Summer And Winter Classes?**

A. We offer summer classes but only a selective few 600 level classes.

**Q. What Semesters Do You Admit Students?**

A. We have fall and Spring Admissions only.

**Q. What Are The Deadlines For The Applications?**

A. For the fall semester the deadline is May 1<sup>st</sup> and for the GMAT it is May 31<sup>st</sup>.

B. For the spring semester the deadline is October 1<sup>st</sup> and for the GMAT it is October 31<sup>st</sup>.

**Q. What Are The Requirements For Your Program?**

A. Our requirements are a 3.0 GPA in your last 60 semester units, a 50 percentile on your GMAT in verbal, quantitative skills, total, and analytical writing, and we require that you submit a resume of your work experience.

**Q. Are The Requirements For International Students The Same As Residential Students?**

A. Yes. But international students should consult with International Admissions for deadlines and TOEFL requirements.

**Q. What Are The Tuition Expenses?**

A. For part-time students it is \$1,279 for up to 6 units a semester. For full time students it is \$1996 for 7 units or more a semester. International fees are the same but tuition is an extra \$339.00 per unit.

**Q. What Are Your Office Hours?**

A. Monday - Thursday from 8 am - 7pm  
Fridays - from 8 am - 12:00pm

**Q. Do You Have A List Of Your Electives?**

A. No, because every semester the electives change. But if you would like to see what electives are offered for each department, you can find them on-line or in the course catalog (you can pick one up in the bookstore). List of electives in the different concentrations is available.

**Q. Do I Have To Take The Foundation Courses?**

A. If you have a bachelor's degree in business from an accredited school you do not have to take the Foundation courses. If you have a bachelor's degree in a field other than business, you will be required to take the foundation courses.

**Q. How long will it take to complete the program?**

A. It will take about 2-2 ½ years to complete the program for students who regularly attend full-time classes. It might take a little longer for students who attend part-time classes.

## **APPLYING AND TRANSCRIPTS**

**Q. How do I apply for the MBA program?**

A. Please visit [www.csummentor.edu](http://www.csummentor.edu) to apply for the MBA program.

**Q. I just filled out my application online, where do I submit my transcripts?**

A. Please submit all of your official transcripts to Admissions and Records. You may contact them at 818.677.3700 to make sure they have received your transcripts.

**Q. If I received my bachelor's degree from CSUN, do I still need to submit my transcripts to Admissions and Records?**

A. No. Admissions and Records already have your transcripts on file.

**Q. Where and how can I submit my resume and letters of recommendation?**

A. You may submit your resume and letters of recommendation to our office by mail or via email at [mba@csun.edu](mailto:mba@csun.edu).

Our mailing address is:

COBAE/Graduate Programs  
18111 Nordhoff Street  
Northridge, CA 91330-8380

**Q. I'm An International Student And I Would Like To Have Someone Review My Transcripts, Who Can I Talk With?**

A. Only international admissions can evaluate your transcripts. All questions for international students can be answered by the international office 818.677.2138

**Q. I Am From Another University And I Want To Take Classes Through CSUN'S MBA Program, How Can I Do This?**

A. Only students from an AACSB (Association to Advance Collegiate School of Business) accredited schools can. But you will need to have the director of your program email or write a letter to our assistant director.

## **TEST REQUIREMENTS**

**Q. Can I Waive The GMAT?**

A. No, all students are required to take the GMAT.

**Q. Do I Have To Take The GMAT Even If I Have A Higher GPA Than A 3.0 Or Even If I Went To CSUN?**

A. Yes. Our accreditation requires it.

**Q. Do I have to take the Upper Division Writing Proficiency Examination (UDWPE)?**

A. Only those students who have received a bachelor's degree from a California State University campus on or after 1997 will **NOT** be required to take this exam.

**Q. Can I be admitted to the MBA program prior to taking the UDWPE?**

A. You may conditionally be admitted to the program not have yet taken the UDWPE. However, you must take this exam in order to be classified as an MBA graduate student.

## **CURRENT STUDENT**

**Q. What is Conditional Classification?**

A. Those who are admitted to the MBA program as “Conditionally Classified” are students who either need to take the foundation courses, have not taken the UDWPE, or have other conditions assigned at the time of their admittance. Once students meet these conditions, they must apply for a classification status.

**Q. How do I become classified?**

A. Please fill out the “All Purpose Form” to request classification.

**Q. What is Formal Program?**

A. After being classified, you must apply for Formal Program, which is where you will input the specific electives you plan to take and what concentration (if any) you are pursuing, and whether you plan to take the comprehensive exam or the MBA graduate consulting project.

**Q. How do I apply for Formal Program?**

A. Please fill out the “All Purpose Form” to apply for formal program.