

GMAT Waiver Request: Standard for Professional Experience

The Radford MBA Program will accept relevant professional experience in lieu of a GMAT score when the applicant submits a resume, this form, and any additional supplemental documents. You are expected to explain how you meet the criteria below in the comments section. Please make sure your resume includes all your work experience with company information, your position with the company, major tasks you were responsible for and the dates you worked for that company.

To be eligible for a GMAT waiver you are expected to meet the following three requirements:

Demonstration of substantial accumulated professional experience of five years or more following award of a bachelor's degree.

(Can be with one or multiple employers and work experience may have occurred during interrupted intervals of time to achieve the equivalent of five years full-time experience)

Full-time experience of _____ years; or

Part-time experience of _____ years; or
(Required 24 or more hours/week)

Non- paid work of _____ years
(For example, serving as a volunteer coordinator for a non-profit)

Comments:

Demonstration of increased responsibility over time

Comments: (Please explain how your responsibilities increased over time)

Demonstration of professional experience managing one or more of the following:

People/Staff: Directs reports or indirect management will be considered. For example, identification as a Team Leader for work responsibilities will be considered management of people.

Projects: Primary responsibility for long-term and/or short-term accomplishment and success of work-based projects.

Budgets: responsibility for budgets for projects or work units (e.g., departments). This shall include accountability for these budgets.

Comments:

For Office Use Only:

Applicant Name: _____

Waiver Reviewer Name

Signature

Date