



Graduate Admission MBA Information

Admission may be granted for Fall, Spring, or Summer semesters. All documents relating to admission should be submitted to Concordia University's Office of Graduate Admission and Enrollment Services at least three weeks prior to the term in which a student intends to take classes.

Application forms and additional information are available from Concordia University's Office of Graduate Admission and Enrollment Services, 7400 Augusta Street, River Forest, Illinois 60305-1499; or by phone: 708-209-4093. Application materials are also available at the Concordia Website: www.cuchicago.edu/admission/graduate.

Questions? Email us at grad.admission@CUChicago.edu

Master's Degree Admission Requirements

To be considered for admission to a master's program, all candidates must hold a bachelor's degree from a regionally accredited institution and submit the following:

- Application for graduate admission *Apply Online at:* www.cuchicago.edu/admission/graduate
- Objective Statement- Power Point Slide Presentation
Submit a hard copy of your slide presentation that captures the essence of "who you are" and conveys to its readers information about yourself. The content is completely up to you. Please limit yourself to four slides. If you feel further explanation is required, please attach an additional word document with explanatory notes. Please note: embedded videos, music, hyperlinks etc will not be reviewed by the committee.
- Official academic transcripts from each college or university attended
Documentation of your entire academic history is required; transcripts must be received in sealed envelopes from their originator. *Any foreign transcripts must be evaluated and submitted by a Concordia approved international credentialing service, such as World Education Services (WES) or Educational Credential Evaluators (ECE).*
- Two letters of recommendation.
Letters should be from individuals able to comment on the applicant's academic potential, personal character and competence and effectiveness in professional work.
- Professional resume

Show evidence of ability to achieve success in a graduate program by the following:

Full Admission: to be considered for Full Admission, candidates will present a cumulative grade point average above 2.85 or will have earned a master's degree with a 3.0 G.P.A. or higher.

Provisional Admission: to be considered for Provisional Admission candidates will present credentials that generally satisfy full admission requirements, but need to satisfy additional admission requirements such as special program prerequisites. The additional admission requirements must be submitted by the end of the first semester of enrollment.

Probationary Admission: to be considered for Probationary Admission, one or more of the following special conditions may exist: 1) a cumulative G.P.A. between 2.25 and 2.84 (on a 4.0 scale); 2) have a master's degree with a cumulative G.P.A. below a 3.0; and/or 3) credentials/documents that raise cause for reservation for admission. Students admitted on probationary status must earn a minimum 3.0 GPA in graduate coursework within their first semester of enrollment to continue with their program.

Please note: students do not need to be admitted to their degree program in order to register for their initial semester. Students are placed on "pending/student at large" guest status until all required documentation has been received and may attend classes for one semester.