

Dual Degree MBA/M-GM – Application Checklist

An application for admission to Thunderbird School of Global Management, and Indiana University, Kelley School of Business, will be considered when the following documents have been received by the Admissions Office of both universities. All supporting papers are confidential in compliance with the U.S. Government's Family Education Rights and Privacy Act of 1974.

All candidates for the Distance Learning Dual Degree will begin the application process with Thunderbird. The application will be submitted online (<http://apply.embark.com/mbaedge/thunderbird/>). From that point forward candidates will work with Admissions Counselors at both institutions to confirm the arrival of all supplemental material. **Submit the following documentation below to Thunderbird Admissions. Official transcripts and test scores (GMAT and TOEFL, if applicable) must be submitted to Indiana University as well.**

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- A completed online application form.** The application is available at: <http://apply.embark.com/mbaedge/thunderbird/>.
 - An application fee** of US\$185. This is a non-waivable fee.
 - An official GMAT score report**, sent directly from the Pearson VUE. The Thunderbird code is P5K-H3-50 and the Kelley Direct code is GKS-8M-09. This test is required of all applicants and must be current within 5 years of desired entry date.
 - Official transcripts** from all undergraduate and graduate schools of attendance, including official validation of the qualifying degree. Foreign educational credentials must be accompanied by a complete English translation provided by a known translation service. Degrees earned in less than four years of university study may not be considered valid for admission.
 - Two letters of recommendation.** Recommenders should be individuals who have interacted with you in a professional situation and can credibly comment upon your management potential and/or academic performance. One recommendation should be from your current or previous supervisor. If this is not possible, please provide an explanation. Letters more than six months old are not acceptable; letters from people who relate on only a personal level are not acceptable. Letters of recommendation are not considered part of a matriculated student's permanent record and are not accessible or subject to the Family Education Rights and Privacy Act of 1974 (FERPA).
 - Original personal essays** that describe international motivation and career goals. Essays should provide concise and specific insights into your decision to apply to the Dual Degree program. Please limit each essay to 1,500 words.

Essay A

You may choose to do an official admissions interview in place of this essay. To arrange an interview, please contact Thunderbird Admissions at admissions@thunderbird.edu or call 1-602-978-7100. Interviews are highly preferred.

What international / cross-cultural background will you bring to Thunderbird and how will those past experiences add value to your classmates and to your future management assignment? Please be sure to include information about your short and long term goals after completion of your Thunderbird program. What are your short and long-term career objectives; how and why will a Thunderbird degree, combined with your past educational and professional experiences, enable you to achieve these objectives?

Essay C (There is no Essay B.)

Thunderbird's mission statement is "We educate global leaders who create sustainable prosperity worldwide". As the second half of this mission is driven by our graduates, how do you foresee yourself living out this mission after graduating from Thunderbird? Are there specific organizations or companies that serve as an example of sustainable prosperity for you? Please refer to Thunderbird's website on our mission for further guidance in your answer (http://www.thunderbird.edu/about_thunderbird/inside_tbird/mission_statement.htm).

Essay D (Optional)

Is there anything that you think the Admissions Committee should know which you feel has not been covered? If your credentials and essays represent you clearly and fairly, do not feel obligated to answer this question.

- A current résumé** that summarizes all activities since completion of the qualifying degree. Include titles of positions held, brief descriptions of responsibilities, employer names, dates of employment and reason for leaving. Please include additional academic, professional and community accomplishments.

ADDITIONAL INFORMATION FROM NON-U.S. CITIZENS

- An official TOEFL** score report, sent directly from ETS. This test is required of all applicants whose native language is not English and who did not receive their qualifying degree in a country where English is the primary or native language. The test must be current within 2 years of desired entry date. Applicants must receive a minimum of a 600 on the paper-based, 250 on the CBT, or 100 on the iBT in order to be considered for admission to the Dual Degree program.

CONTACT INFORMATION

Thunderbird School of Global Management

1 Global Place, Glendale, AZ 85306, U.S.A.

Phone: (1 800) 457-6966

Email: admissions@thunderbird.edu

Web: www.thunderbird.edu/tbird-iukd

Application: <http://apply.embark.com/mbaedge/thunderbird/>

[Contact Us Online](#)

Indiana University, Kelley School of Business

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