

APPLICATION CHECKLIST

ONE-YEAR MBA

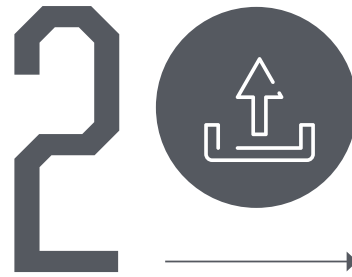
CHECK THE
ONE-YEAR MBA
PROGRAM'S
APPLICATION
DEADLINE!

See if you qualify
for an [application
fee waiver](#).



ONLINE APPLICATION

Get started by starting! All master's students complete the Purdue's Office of the Vice Provost for Graduate Students and Post Doctoral Scholars online application. [Create your account today](#) and work on your application in manageable bites. Don't click SUBMIT until you are finished, as changes can't be made once you submit.



TRANSCRIPTS

Your academic transcripts must be **official**, and Social Security numbers must be marked out. Transcripts not written in English must be submitted with a certified English translation. It can take some time to procure your academic transcripts, so don't delay on this step!



RECOMMENDATIONS

Reach out to supervisors, coworkers, and other mentors who know you **professionally**. When you enter your recommenders' email addresses into the online application, they will receive instructions for accessing the online recommendation form. Give your two recommenders plenty of time to make their important contribution to your application!



RESUME

Update your resume. Your **graduate school resume** is different than your job search resume. Highlight specific skills (especially quantitative skills), leadership experiences, and community involvement. Showcase steps you have taken forward, big and small, in your academic and professional development.



ESSAYS

You will write two essays for the admissions committee. Your **statement of purpose** should explain why you are pursuing graduate study, why you want to come to Purdue and your interests, professional plans and career goals. Your **personal history statement** should explain how your background and life experiences have prepared you to interact with scholars and faculty with diverse interests, abilities and backgrounds and to succeed in graduate school. Use up to 500 well-crafted words for each of these critical tasks.



TEST SCORES

See the [Admissions page's](#) Application Requirements section for details on submitting any required test scores (if applicable to your program). For international applicants whose native language is not English, please review the "International Applicants" section for details on official language test scores.



SUBMIT, PAY & CHECK STATUS

You do not need to wait for your recommendation letters to be completed before submitting your application and fee. Keep in mind that once you submit, you cannot make changes to your application. You can **check the status** of your application by logging into your online application.

START YOUR
APPLICATION TO JOIN
OUR NEXT COHORT!

APPLY NOW