



## GMAT Waiver Request Form

MBA candidates that hold a minimum of 6 years of “intermediate” level experience may be admissible without the GMAT. “Intermediate” experience is defined as experience that requires judgement and originality in the application of knowledge, independent thinking, and some management level responsibilities including carrying out work from the planning stage through completion of the tasks required to accomplish the objectives. Supervision of other employees is not required. Entry-level positions do not meet this definition.

Some examples of positions that qualify for intermediate level experience:

- President / Owner
- Vice-President
- Chief Financial Officer
- Chief Information Officer
- Chairman
- Director
- Account Manager
- Regional Manager
- Senior Broker
- Brokerage Manager
- Analyst
- Comptroller
- College instructor
- Accountant

If you believe that you have the work experience required to receive a waiver for the GMAT, please complete the information below to assist the admissions committee with the evaluation of your dossier.

### Personal Information

Full Name: \_\_\_\_\_  
*Last* *First* *M.I.*

Address: \_\_\_\_\_  
*Street Address* *Apartment/Unit #*

\_\_\_\_\_ *City* *Province/State* *Postal/ZIP Code* *Country*

Date of Birth: \_\_\_\_\_ (mm/dd/yyyy)

Email: \_\_\_\_\_

### Work experience

List **ONLY** the work experience that would qualify as “intermediate”.

Total estimate of number of intermediate/senior level work experience: \_\_\_\_\_ years

Job 1 Title: \_\_\_\_\_ Company name: \_\_\_\_\_  
 Years of intermediate/senior level work experience: \_\_\_\_\_  
 Contact person/supervisor: \_\_\_\_\_  
 Telephone or email address: \_\_\_\_\_

Job 2 Title: \_\_\_\_\_ Company name: \_\_\_\_\_  
 Years of intermediate/senior level work experience: \_\_\_\_\_  
 Contact person/supervisor: \_\_\_\_\_  
 Telephone or email address: \_\_\_\_\_

Job 3 Title: \_\_\_\_\_ Company name: \_\_\_\_\_  
 Years of intermediate/senior level work experience: \_\_\_\_\_  
 Contact person/supervisor: \_\_\_\_\_  
 Telephone or email address: \_\_\_\_\_

Job 4 Title: \_\_\_\_\_ Company name: \_\_\_\_\_  
Years of intermediate/senior level work experience: \_\_\_\_\_  
Contact person/supervisor: \_\_\_\_\_  
Telephone or email address: \_\_\_\_\_

**Disclaimers**

Please check each box to confirm your understanding of each statement.

- I understand that if it is determined that a GMAT is required it may delay my acceptance into the MBA program.
- I understand that the MBA admissions committee will review and verify my work experience to determine the GMAT waiver.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date