



**BELLARMINE UNIVERSITY MBA
APPLICATION FOR GRADUATE ADMISSION**

Check One:

- Weeknight (1 night) _____
- Weeknight (2 nights) _____
- Weekend Program _____
- Executive Program _____

NAME: Last _____ First _____ Middle _____

MAILING ADDRESS: Street _____

City _____ State _____ Zip _____

TELEPHONE: Day _____ Evening _____

Fax _____ Email _____

SOCIAL SECURITY #: _____ **DATE OF BIRTH:** _____

PLACE OF BIRTH: City & State _____

GMAT HAS BEEN/WILL BE TAKEN: _____ **SCORE:** _____

ALL COLLEGES AND UNIVERSITIES ATTENDED:

<i>INSTITUTION</i>	<i>LOCATION</i>	<i>DATES ATTENDED</i>	<i>DEGREE RECEIVED</i>	<i>GPA</i>

UNDERGRADUATE MAJOR: _____ **MINOR:** _____

WORK EXPERIENCE: *(Please attach a current resume)*

Current Employer: _____ *Address of Employer:* _____

Present Position: _____

Previous Employers: _____ *Position:* _____ *From/To:* _____

WILL TUITION BE SUBSIDIZED BY YOUR EMPLOYER? _____

WILL YOU BE APPLYING FOR AID WITH THE VETERANS ADMINISTRATION? _____





PROFESSIONAL/COMMUNITY ACTIVITIES (In order of importance to you, please list any offices held)

ESSAYS

The following two questions are to be typewritten on a separate page. Please be sure to include your name on any separate pages you submit with your application. The Admission Committee would like to stress the importance of these essays. Please provide a thoughtful response. Each essay should not exceed one 8 ½” by 11” page.

1. WHAT ARE YOUR LONG-TERM CAREER ASPIRATIONS, AND HOW WILL A BELLARMINE MBA HELP YOU ACCOMPLISH THEM?
2. WHAT HAS BEEN THE MOST DIFFICULT HURDLE IN YOUR LIFE, AND HOW DID YOU WORK THROUGH IT?

HOW DID YOU HEAR ABOUT THE BELLARMINE MBA PROGRAM? _____

PROCEDURE FOR ADMISSION

1. All applicants must submit the following:
 - a. A completed graduate application form, including essays.
 - b. A non-refundable application fee of \$25.00. (Make check payable to Bellarmine University)
 - c. Official college transcripts of ALL graduate and undergraduate credits from accredited institutions.
 - d. Official report of GMAT scores.
 - e. Two letters of recommendation. In general, recommendations from persons who are able to evaluate either academic or professional potential are the most valuable.
2. Students for whom English is a second language must submit official report of TOEFL scores and complete International Student Application (if applicable).





LETTER OF RECOMMENDATION

APPLICANT: Fill in your name and forward one copy to each respondent. Please provide a stamped, addressed envelope along with each form.

NAME OF APPLICANT _____

WAIVER OF ACCESS (signed) _____

Under the provisions of the Family Educational Rights and Privacy Act, you have the right, if you enroll at Bellarmine University, to review your educational records. The Act further provides that you may waive your right to see recommendations for admission. Please indicate whether or not you wish to waive this right and sign your name.

TO THE RESPONDENT: Please complete this form and mail it in the envelope provided to you by the applicant. ***Please note: Early receipt of this recommendation is extremely important to the applicant.***

Respondent's Name: _____ Title: _____

Institution/Agency: _____

City/State: _____ Phone: _____





Please rate the applicant in the areas indicated below by checking the appropriate responses; outstanding, above average, satisfactory, below average, or indicate “unable to comment”.

Area	Outstanding	Above Average	Satisfactory	Below Average
Intellectual Ability				
Critical Thinking Ability				
Problem Solving Ability				
Ability or Promise as a leader				
Quality of Oral Communication				
Quality of Written Communication				
Motivation and Energy				
Organizational Ability				
Ability to Meet a Deadline				
Ability to Work with Others				

How long have you known the applicant and in what capacity?

What do you consider to be the applicant’s strengths?

In what area(s) do you believe the applicant needs more development?

Additional Comments. (Please feel free to attach additional pages if necessary)





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Bellarmine's MBA Program 48 Credit Hours

Weeknight MBA Program - \$24,150/\$1,610 per course
Additional Charge for International Trip - \$2,000
Attend one or two nights per week
(see attached curriculum)

Weekend MBA Program - \$29,000/\$1,934 per course

Fall Admittance		
Semester	Courses	Credits
Fall	MBA 700/701/702/703	9
Spring	MBA 704/705/706	9
Summer	MBA 707/720	9
Fall	MBA 708/709/710/711	12
Prior Summer or Spring	3 Electives	9

Spring Admittance		
Semester	Courses	Credits
Spring	Electives	
Summer	Electives	
Fall	MBA 700/701/702/703	9
Spring	MBA 704/705/706	9
Summer	MBA 707/720	9
Fall	MBA 708/709/710/711	12

Executive MBA Program - \$34,400

Semester	Courses	Credits
Spring	MBA 700/701/702/703/704	12
Summer	MBA 720/705/706	12
Fall	MBA 707/708/709/710	12
Spring	MBA 711/3 Electives	12



The Curriculum

The MBA curriculum is divided into three sections: the integrated core, international management and three electives. The curriculum focuses on providing a strategic prospective for general managers. Specific requirements include:

Introduction

MBA 700 – Introduction to Advanced Business Thinking

Foundations of Strategy

MBA 701 – Economic Analysis Techniques

MBA 702 – Executive Business Skills for the Global Manager

MBA 703 – Accounting Analysis Techniques

MBA 704 – Organizational Behavior and Leadership

Developing Strategy

MBA 705 – Financial Management for Strategy

MBA 706 – Marketing for Strategy

MBA 707 – Legal and Regulatory Environment for Strategy

Implementing Strategy

MBA 708 – Entrepreneurial Strategy

MBA 709 – Managing Within the External Environment

MBA 710 – Quantitative Management and Strategy

MBA 711 – Strategic Management

International Management and Electives

MBA 720 – International Management

Electives – students are required to take three MBA elective courses. The purpose of the three electives is to allow adequate material for reasonable breadth in the MBA program.

Course Descriptions

MBA 700 – Introduction to Advanced Business Thinking (0)

An orientation to the MBA program, includes assessment of personality traits/learning styles, introduction to case study methodology, and basic technology skills. Student teams are formed based on the outcomes of this weekend.

Foundations of Strategy

MBA 701 – Economic Analysis Techniques (3)

This course exposes the leader to the domestic and global economic environments facing organizations.

MBA 702 – Executive Business Skills for the Global Manager (3)

This course develops the required skills of management – negotiations, research, business etiquette and international protocol, listening, and oral communications as students analyze and present case studies, projects, and business scenarios, both as individuals and in teams.

MBA 703 – Accounting Analysis Techniques (3)

This course introduces the leader to basic financial reporting and analysis techniques through understanding, interpreting and analyzing financial information, and the development of strategic managerial decision-making tools.

MBA 704 – Organizational Behavior and Leadership (3)

This course focuses on the differences between management and leadership and the environment in which leaders make decisions. Particular emphasis is given to human behavior in organizations, including how the individual and the group influence the policies, goals, objectives, and priorities of the organization. Students enhance basic written/oral communication and basic computer usage skills through case analysis/projects both as individuals and groups.

Developing Strategy

MBA 705 – Financial Management for Strategy (3)

This course integrates the accounting and economic foundations of management as students study financial issues facing the leader – including the acquisition and cost of capital, the time value of money, capital budgeting, valuation, and acquisitions. (Prerequisites MBA 701 and 702).

MBA 706 – Marketing for Strategy (3)

This course integrates the accounting and economic foundations of management as students study the process for creating, delivering and selling goods and services – including marketing theory, channels of distribution, pricing and product development, promotion and place. (Prerequisites MBA 701 and 702).

MBA 707 – Legal and Regulatory Environment for Strategy (3)

This course expands on the basic managerial issues of finance and marketing as well as organizational issues by focusing on the legal, regulatory, social and environmental issues facing the leader. Issues discussed and analyzed include the law as it affects raising capital, marketing practices, contracts and employment issues, and environmental practices.

Implementing Strategy

MBA 708 – Entrepreneurial Strategy (3)

This course focuses on the development of strategy from an entrepreneurial and new ventures perspective. Through analysis of case situations and development of a new business idea, students will focus on the decision making process, development of strategies, goals, planning and evaluation. The strategic planning framework will integrate the business disciplines, including legal, social, and economic issues covered in the legal environment class. (Prerequisite: MBA 705, MBA 706, Co-requisite MBA 707)

MBA 709 – Managing Within the External Environment (3)

This course explores the interface between the individual, the business organization and the current social environment. Through the use of specific situations in which areas of demographic diversity in organizations, integrity and social responsibility are involved, students test their own values to develop a greater awareness of the leader's responsibilities in guiding the direction of the organization and in the formulating of goals, objectives, policies and competitive strategies that are congruent with those values.

MBA 710 – Quantitative Management and Strategy (3)

This course expands the role of the leader by examining and utilizing quantitative techniques and computer applications to analyze the operations of a firm.

MBA 711 – Strategic Management (3)

This capstone course completes the core of the MBA program as students examine strategic integration and implementation issues within a firm through the use of case studies which integrate the material covered in MBA 701 through MBA 710.

MBA 720 – International Management (6)

This course exposes students to the similarities and differences of the influence of political, social, legal and regulatory issues in the global environment.