

2007/2008 APPLICATION INSTRUCTIONS

This packet consists of twelve (12) pages.

Please read the following instructions carefully before completing the application form. The Eller Admissions Committee can only review completed application files.

For your convenience, an application checklist is located at the end of the application form.

1) COMPLETED APPLICATION FORM

Please complete and submit the application form together with the application fee (\$50). Checks should be made out to the University of Arizona.

2) CURRENT RESUME

Each applicant is required to submit a current one-page professional resume. The resume should provide a detailed account of your employment and academic history. Explain any gaps in employment on an additional sheet of paper. Please include any professional awards or other significant activities.

3) REQUIRED ESSAYS

All applicants are required to submit two essays. Each essay should be double spaced, size 12 font and not exceed 750 words.

Essay 1. Please discuss your short-term and long-term goals. How will your experience to date, combined with the Eller MBA help you achieve these goals?

Essay 2. You are the Managing Director of a \$200 million in annual revenue specialty minerals business, headquartered in London, England. One of your major areas of growth is through global expansion. A critical region of growth is in India, and you have negotiated with the federal and regional authorities to construct a plant outside Bangalore. Because of the large installed local customer base, this factory will contribute strongly to your financial performance this year. In fact, it will be impossible for you to reach your financial targets without a timely and seamless plant construction and transition to full operating production.

As you sit in your office on a rainy London morning, you consider your situation. You are more than a month behind schedule due to a myriad of construction and regulatory setbacks. Your senior management is highly concerned about the situation, and specifically warning you about not hitting your financial targets for the year. As you ponder your situation, you receive a phone call from your local project manager in Bangalore, indicating there is yet another potential setback—the local electrical inspector who was scheduled to approve the factory power distribution system has cancelled, and cannot reschedule for another 3 weeks. The inspector, however, has told your project manager he could eliminate this “unfortunate” delay if he were to receive a personal payment—a bribe. The amount would not be very great, perhaps only 5 or 10 pounds sterling (\$10 or \$20 USD).

How would you respond and why?

4) PROFESSIONAL RECOMMENDATIONS

Two professional recommendations are required. Each must be signed and sealed by the recommender and include the recommendation form and a separate letter.

5) GRADUATE MANAGEMENT ADMISSIONS TEST (GMAT)

Your official test results must be sent directly to the Eller MBA Program (code 4832). Please contact GMAT to have your official score report sent to us. GMAT can be contacted by going to their web-site at www.mba.com. We accept test scores up to five years old, previous to application deadlines for which you are applying.

6) APPLICATION FEE

Please attach the \$50.00 application fee to the front of the application form. Make your check or money order payable to The University of Arizona (U.S. currency only).

7) OFFICIAL TRANSCRIPTS

Two official transcripts are required from each university or institution attended. A transcript request form is included in the application form. Send one copy to each institution you attended. You may photocopy this form as needed. Your official transcripts should be sent directly to the Eller MBA program. Opened or unofficial transcripts will not be accepted. International applicants please follow the requirements found in the International Applicants Supplement page.

8) INTERVIEW

An interview is required of all applicants to the Eller MBA program. The admissions committee will contact you to schedule one once we have received and reviewed your completed application file.

9) FINANCIAL AID

For information about need-based financial aid programs and to apply for Federal Student Aid, please refer to the University of Arizona financial aid link at <http://financialaid.arizona.edu>. Complete your FASFA (Free Application for Federal Student Aid) as soon as possible.

INTERNATIONAL APPLICANTS – APPLICATION INSTRUCTIONS

The Eller Graduate School of Management welcomes international applicants.

In addition to the materials listed under the MBA Application instructions, international applicants are required to send the following:

TRANSCRIPTS AND DIPLOMAS

International applicants must submit two (2) official transcripts in their native language and two (2) in English for each college or university attended. In addition, international applicants must submit two (2) official diplomas in both their native language and in English. Official documents should bear actual signatures of the registrar and the official stamp or seal of the institution.

Records should include dates of enrollment, a year-by-year listing of courses taken, numbers of credit given, grades received in each course and verification of the date and discipline of the degree conferred. If performance is determined by comprehensive examination, the records should show the dates of your scores.

If you completed a degree outside the U.S. you must hold the equivalent of a U.S. bachelor's from an academic institution of recognized standing. Generally a four-year, first university degree is considered comparable to the U.S. bachelor's degree if it was earned at an institution recognized by the country's/nation's Ministry of Education.

TEST OF ENGLISH AS A FOREIGN LANGUAGE (TOEFL)

International applicants whose native language is not English are required to submit a TOEFL score. Applicants generally are not required to submit TOEFL scores if they have completed 2 years full-time, upper division academic study in the U.S. or have received a bachelor's degree or higher from an institution in the United States, English-speaking Canada, the United Kingdom, Australia or New Zealand. However, if you have been residing outside these countries since completing your study or earning your degree, you may be required to submit current TOEFL scores. To schedule the TOEFL exam please contact the Educational Testing Service (ETS) by telephone (609) 951-1100 or visit their website at: www.toefl.org

When you register be sure to request that your exam scores be sent to the Eller MBA program, code 4832.

Our minimum TOEFL requirement is 600 (paper based), 250 (computer based) or 100 (Internet based).

FINANCIAL GUARANTEE

All International applicants to the Eller MBA Program seeking a visa are required to provide documentation guaranteeing financial support to fund the program. You will find the Financial Guarantee Form included in the application. You need to submit bank statements or a letter written on bank letterhead showing sufficient funds available to you in the amount of \$39,824 U.S. dollars. If a relative is sponsoring you, they must sign the official Financial Guarantee form and submit either an official bank statement or letter written on bank letterhead, showing that they have sufficient funds for your education. If you are being funded by your employer, they must also submit a letter written on company letterhead with the amount of funding that will be provided to you, the dates during which the money will be provided, and the signature of the person who is authorized to guarantee these funds.

The Financial Guarantee Form will provide the legal document used to process your visa application.

Send all financial documents along with your application for admission. Only original documents can be accepted. Please mail your completed application to:

The University of Arizona
Eller MBA Admissions
Eller College of Management
Mc Clelland Hall, Suite 210
PO Box 210108
Tucson, AZ 85721-0108

If you send your application via a courier such as FedEx or DHL, please use the following address:

The University of Arizona
Eller MBA Admissions
Eller College of Management
McClelland Hall, Suite 210
1130 East Helen Street
Tucson, AZ 85721-0108

Phone (520) 621-4008

**APPLICATION FOR ADMISSION
TO ELLER MBA PROGRAM – page 1**



BIOGRAPHICAL DATA

Social Security Number (Optional)			Student Identification Number (If Known)			
Full Legal Name (Last, Family, or Surname)		First	Middle		Other Names on Transcripts	
<input type="checkbox"/> Male	Are you a Veteran of the U.S. Armed Forces? <input type="checkbox"/> Yes <input type="checkbox"/> No	Date of Birth / / (Month/Day/Year)	Home Phone ()		Message Phone ()	
<input type="checkbox"/> Female			Fax Number ()		Email	
Present Mailing Address (number, street, apt., city, state, zip, country)						
Permanent Mailing Address (number, street, apt., city, state, zip, country)						
Ethnic Background: Federal law requires the university to report the ethnicity of all U.S. citizens and resident aliens in the following categories. Providing the requested information is voluntary and the information provided in response to this inquiry is not being used in a discriminatory manner. (Please mark one)				Citizenship Status:		
<input type="checkbox"/> American Indian or Alaskan – Native Tribe		<input type="checkbox"/> Hispanic		<input type="checkbox"/> U.S. Citizen		
<input type="checkbox"/> Asian/Pacific Islander		<input type="checkbox"/> White		<input type="checkbox"/> Other (Specify Status) _____		
<input type="checkbox"/> Black		<input type="checkbox"/> Other (Specify) _____		<input type="checkbox"/> Resident Alien (A# _____)		
				Date Resident Alien Card Received /		
				Country of Citizenship _____		

INTERNATIONAL APPLICANTS ONLY

Country of Citizenship _____	Requested Visa: <input type="checkbox"/> F-1 <input type="checkbox"/> J-1
City and Country of Birth _____	Current Visa: _____ Expiration ____ / ____
Are you currently participating in practical training? <input type="checkbox"/> Optional <input type="checkbox"/> Curricular Expiration ____ / ____	Current I-20/DS 201b (IAP -66) Expiration ____ / ____ (Include copy of form with your application)
Date you took (or intend to take) the TOEFL ____ / ____ / ____ Comprehensive Score: _____	EAD Expiration ____ / ____ Employment Authorization Document - Include copy, if relevant
Are you planning to attend the University of Arizona's Center for English as a Second Language (CESL) prior to enrolling in a graduate degree program? <input type="checkbox"/> Yes <input type="checkbox"/> No	

APPLICATION DATA

Application Type: <input type="checkbox"/> Admission <input type="checkbox"/> Readmission (only if previously enrolled in a graduate degree Program) <input type="checkbox"/> Unclassified/Exchange <input type="checkbox"/> Unclassified	
Eller Evening MBA Select Program Location: _____Phoenix	Self-Reported GPA: Undergrad GPA _____ Scale _____ (cumulative) (4.0, 100, 20 etc.) Graduate GPA _____ Scale _____ (cumulative) (4.0, 100, 20 etc.)
Have you previously applied for admission to this university? <input type="checkbox"/> Yes <input type="checkbox"/> No	Did you register? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, Semester _____ Year _____	
Have you ever been suspended or dismissed from, or encouraged to leave any college or university or advanced program? <input type="checkbox"/> Yes <input type="checkbox"/> No (If yes, please explain in detail on a separate piece of paper.)	

EDUCATIONAL BACKGROUND

List ALL previous colleges and universities attended, including the University of Arizona.							
Name of Undergraduate Institution State/Province	City Country	From (mm/dd/yyyy)	To (mm/dd/yyyy)	Major Field of Study	Degree?	Actual name of degree program	Date Received or Expected
Name of Graduate Institution State/Province	City Country	From (mm/dd/yyyy)	To (mm/dd/yyyy)	Major Field of Study	Degree?	Actual name of degree program	Date Received or Expected

If you'd like to authorize someone to represent you in the application process, please provide their name here:

_____ Fee (office use only)

APPLICATION FOR ADMISSION TO ELLER MBA PROGRAM

Page 2

APPLICATION TIMETABLE: *Please check one*

<u>Program</u>	<u>Application Deadline</u>	<u>Decision Mailed</u>
Evening MBA		
<input type="checkbox"/> Phoenix 18 month program (<i>Begins January 2008</i>)		
<input type="checkbox"/> October 1 (Priority)	November 1	
<input type="checkbox"/> November 1 (Final)	December 1	

ACTIVITIES/HONORS/ACHIEVEMENTS SINCE COMPLETION OF YOUR UNDERGRADUATE DEGREE:

Date(s):

Honor:

/ - /	
/ - /	
/ - /	

TEST SCORES: Have you taken the Graduate Management Admissions Test (GMAT)? Yes No, test scheduled for ___/___/___

If yes, please indicate: Date ___/___/___ Total Score___

LETTERS OF RECOMMENDATION: Please provide the names, titles, and companies of the individuals who are submitting your letters of recommendations.

Name: _____ Business title: _____

Company: _____

Address: _____

Number and Street

City

State

Zip

Territory/Province

Country

Name: _____ Business title: _____

Company: _____

Address: _____

Number and Street

City

State

Zip

Territory/Province

Country

I understand that federal law provides me with the right to access letters of recommendation, after enrollment, and that no school may require me to waive this right.

I hereby waive my right to access these letters do not waive my right to access these letters

APPLICATION FOR ADMISSION TO ELLER MBA PROGRAM

Page 3

EMPLOYMENT HISTORY

When the Eller Evening MBA program begins, **how many months of full-time work experience** (including military experience) will you have **completed since finishing your bachelor's degree?** _____

In addition to your submitted resume, please list your most current employment history in reverse chronological order, beginning with your most recent position.

Dates From/To: ____ / ____ / ____ to ____ / ____ / ____

Employer/State _____

Title: _____

Starting Annual Salary: \$ _____
(U.S. dollars only)

Current/Ending Annual Salary: \$ _____
(U.S. dollars only)

Dates From/To: ____ / ____ / ____ to ____ / ____ / ____

Employer/State _____

Title: _____

Starting Annual Salary: \$ _____
(U.S. dollars only)

Current/Ending Annual Salary: \$ _____
(U.S. dollars only)

Dates From/To: ____ / ____ / ____ to ____ / ____ / ____

Employer/State _____

Title: _____

Starting Annual Salary: \$ _____
(U.S. dollars only)

Current/Ending Annual Salary: \$ _____
(U.S. dollars only)

APPLICATION FOR ADMISSION TO ELLER MBA PROGRAM

Page 4

How did you hear about the Eller Evening MBA Program? (Please check all that apply)

- Recruitment Fair
 - Website
 - Print Advertisement/Billboard/Bench
 - Referral Friend
-

REQUIRED ESSAYS:

Please provide essay responses to the following two prompts. Each essay should be double spaced, size 12 font and not exceed 750 words.

Essay 1. Please discuss your short-term and long-term goals. How will your experience to date, combined with the Eller MBA help you achieve these goals?

Essay 2. You are the Managing Director of a \$200 million in annual revenue specialty minerals business, headquartered in London, England. One of your major areas of growth is through global expansion. A critical region of growth is in India, and you have negotiated with the federal and regional authorities to construct a plant outside Bangalore. Because of the large installed local customer base, this factory will contribute strongly to your financial performance this year. In fact, it will be impossible for you to reach your financial targets without a timely and seamless plant construction and transition to full operating production.

As you sit in your office on a rainy London morning, you consider your situation. You are more than a month behind schedule due to a myriad of construction and regulatory setbacks. Your senior management is highly concerned about the situation, and specifically warning you about not hitting your financial targets for the year. As you ponder your situation, you receive a phone call from your local project manager in Bangalore, indicating there is yet another potential setback—the local electrical inspector who was scheduled to approve the factory power distribution system has cancelled, and cannot reschedule for another 3 weeks. The inspector, however, has told your project manager he could eliminate this “unfortunate” delay if he were to receive a personal payment— a bribe. The amount would not be very great, perhaps only 5 or 10 pounds sterling (\$10 or \$20 USD).

How would you respond and why?

TRANSCRIPT REQUEST FORM

APPLICANT: Please type or print neatly. You may photocopy this form as needed.
Fill out this form and send it to each college/university attended.

Name under which you were registered: _____

Current name if different from above: _____

Current street address: _____

City/State/Zip Code/Country: _____

Name of Institution: _____

Address: _____

City/State/Zip Code/Country: _____

Date of First Enrollment: ____ / ____ / ____ Date of Last Enrollment: ____ / ____ / ____

ID Number/Social Security Number: _____ Date of Birth: ____ / ____ / ____

Registrar:

_____ Please send two (2) official copies of my transcripts as is.

_____ Please send two (2) official copies of my transcripts, but hold until the transcripts reflect that my degree has been awarded.

_____ Please send two (2) official copies of my transcripts, but hold until the current term's grades have been posted.

I have enclosed a \$_____ fee for the two official transcript copies.

Signature of the person authorizing release of the transcripts and date of approval

____ / ____ / ____
month day year

Registrar: The individual listed above is applying for admission to the MBA program offered by The University of Arizona Eller MBA program.
Please send the official transcripts in sealed envelopes directly to the Eller MBA program at the address below.

University of Arizona
Eller MBA Admissions
Eller College of Management
McClelland Hall, Suite 210
PO Box 210108
Tucson, AZ 85721-0108

LETTER OF RECOMMENDATION FORM – Page 1

To accompany official letter of recommendation

Applicant: Please type or print neatly.

Name: _____
Last First Middle Initial

Program applying to: Phoenix Evening MBA: Tucson Evening MBA

I understand that federal law provides me with the right to access this letter of recommendation, after enrollment, and that no school may require me to waive this right.

I hereby waive do not waive my right to access this letter

Recommender: _____ Business Title: _____

What is your relationship to the applicant? _____

Organization: _____ Telephone Number: _____

Mailing Address: _____

E-Mail: _____

To the person submitting this recommendation:

Thank you for agreeing to write on behalf of this candidate who is applying for admission to the Eller Evening MBA Program. We have found that the most useful recommendations provide detailed information, descriptions, and specific anecdotes of the candidate's intellectual abilities and personal qualities as they relate to individual potential for success in the program and as a senior-level manager or professional. This information makes it possible for us to distinguish the best candidates from the pool of applicants.

We thank you for participating in this process and look forward to hearing from you soon.

The Eller MBA program Admissions Staff

Please address these topics in a separate letter of recommendation and attach the letter to the form on page 2.

- 1) How long and in what capacity have you known this applicant?
- 2) What are the applicant's principal strengths, and how does the applicant compare with other individuals at similar professional levels?
- 3) What are the areas on which the applicant can most improve?
- 4) Please comment on the applicant's professional skills: analytical ability, problem solving ability, organizational skills, creativity, etc.
- 5) Please describe the applicant's leadership skills and/or potential for leadership.
- 6) Please provide any additional information that you feel is relevant to this process (e.g., personal integrity, interpersonal skills, level of maturity, ethics, motivation, unusual accomplishments, English capability, etc).

Please see Letter of Recommendation Form, Page 2

LETTER OF RECOMMENDATION FORM – Page 2

To accompany official letter of recommendation

The following check list provides an efficient method to summarize the applicant's level of skill/expertise in a number of areas that are of importance to us in the admissions process.

Skill Area	No Basis for Judgment	Below Average	Average	Above Average	Outstanding
Leadership Potential	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Energy/Drive	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Creativity/Innovativeness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Intellectual Curiosity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Written Communication	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oral Communication	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Team Player	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Compassion/Sensitivity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Analytical Skill	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Do you recommend this applicant for admission to the Eller MBA program?

- Strongly recommend
- Recommend
- Recommend with some reservations
- Do not recommend

Recommender's signature: _____ Date: ____ / ____ / ____

Please return this form to the applicant in a sealed envelope and sign across the flap. The applicant will submit it unopened with his or her application.

The University of Arizona
 Eller MBA Admissions
 Eller College of Management
 McClelland Hall, Suite 210
 P.O. Box 210108
 Tucson, AZ 85721-0108

GRADUATE COLLEGE FINANCIAL GUARANTEE 2008



Please verify with your department on the minimum number of units required for your program if you are unsure which "support needed" column to use. The United States Justice Department, Citizenship and Immigration Service, requires an international student to have financial support available to cover expenses during the entire proposed period of study at the University of Arizona. The total amount listed under "support needed" below, and amended by the worksheet on the 2nd page, is required to be guaranteed for the first year of study before visa documents will be sent.

Please type or print with ballpoint pen

APPLICANT'S PERSONAL DATA

Last (family) Name (as it appears on passport)				First Name (as it appears on passport)			Middle Name (IF it appears on passport)		
Sex	<input type="checkbox"/> Male	<input type="checkbox"/> Female	Date of Birth	month	day	year	Type of Visa	<input type="checkbox"/> Student (F-1)	<input type="checkbox"/> Exchange Visitor/Student (J-1)

DEPENDENTS TO ACCOMPANY YOU (please list names as on passports)

Spouse	Last (family)			Date of Birth			Country of Birth	Support Needed	
	First	Middle	month	day	year	(based on 12 units)		(based on 9 units)	
Child								\$5,000.00	\$5,000.00
Child								\$3,000.00	\$3,000.00
Child								\$3,000.00	\$3,000.00

(For additional dependents, attach a separate sheet.)

Address where VISA forms are to be sent:

Dependent Support Needed	\$	\$
Student's Basic Requirement	\$32,552.00	\$28,460.00
Additional program fees (Refer to basic budget requirement on 2 nd page)		
Total Support *** Needed		

Use worksheet on second page

APPLICANT'S STATEMENT - I certify that the total amount required is available to me from one of the following:

PERSONAL FUNDS: I certify that through my account with the institution listed below, I have available the minimum financial guarantee, as specified above, required for university attendance.

Signature _____ Date _____

Bank Certification: The above-named applicant has a minimum of \$ _____ in U.S. currency or its equivalent on deposit with this institution.

Signature of Bank official **and** Bank Seal/Bank Stamp _____ Date _____
(An original bank letter stating account balance may be submitted in lieu of this form.)

Typed name and address of bank _____

PRIVATE SPONSOR: I am willing and able to guarantee the financial support of the applicant for the duration of his/her university studies. I am **NOT** a non-immigrant student and I do not hold any other temporary visa status in the United States.

1) Sponsor's Signature _____ Date _____ Printed Name _____

Printed Address _____ Relation to Applicant _____

2) Sponsor's Signature _____ Date _____ Printed Name _____

Printed Address _____ Relation to Applicant _____

Please note: All signers on the account must sign this form or provide a separate, signed letter.

Bank Certification: The above named sponsor has a minimum of \$ _____ in U.S. currency or its equivalent on deposit with this institution.

Signature of Bank official **and** Bank Seal/Bank Stamp _____ Date _____
(An original bank letter stating account balance may be submitted in lieu of this form.)

Typed name and address of bank _____

SCHOLARSHIP: (e.g. government, agency, university, etc.) The agency listed below agrees to fully sponsor the above named student for the duration of his/her studies at the University of Arizona. **An official letter outlining the specific terms regarding sponsorship, e.g. amount, duration, etc., must be submitted to the University of Arizona Graduate College GIVA Office.** Any organization requesting to be billed by the University of Arizona must provide a complete address within the United States where such bills can be presented.

Name of Scholarship Program _____ U.S. Billing Address _____

Signature of Authorized Representative and Agency Seal _____ Date _____

GRADUATE ASSISTANTSHIP FROM THE UNIVERSITY OF ARIZONA: Any applicant receiving a graduate assistantship must request that the academic unit recommending his/her appointment submit a **GISAL** letter (Graduate International Student Award Letter) to Graduate College GIVA, which verifies the award, the exact amount of the stipend and the semester(s) of the award.

Signature of Applicant _____ Date _____

I have attached a copy of my passport Yes No

SEE REVERSE SIDE FOR ESTIMATE OF EXPENSES

STUDENT'S BASIC BUDGET REQUIREMENT

Approximate student expenses for each academic year (fall/spring semesters) are:

(Based on 9 units per semester)	(Based on 12 units per semester)	Description
\$ 6,714.00	\$10,806.00	Non-Resident Tuition (2 semesters) *
\$ 5,544.00	\$ 5,544.00	Registration Fees (2 semesters) *
\$ 1,442.00	\$ 1,442.00	Required Health and Accident Insurance (12 month Premium) * †
\$ 8,550.00	\$ 8,550.00	Room & Board
\$ 1,000.00	\$ 1,000.00	Books and Supplies
\$ 57.00	\$ 57.00	Required Recreation Center Fee and Bond
\$ 48.00	\$ 48.00	Required Arizona Financial Aid Trust Fee
\$ 4.00	\$ 4.00	Required ASA & Required KAMP Fee
\$ 115.00	\$ 115.00	Tech Fee
\$ 140.00	\$ 140.00	International Student Fee
<u>\$ 4,846.00</u>	<u>\$ 4,846.00</u>	Miscellaneous
\$28,460.00**	\$32,552.00**	Total Academic Year Expenses (US Dollars) *

Approximate Student Summer Expenses: (Based on 5 units)	(Attendance both Summer Sessions)
\$1,462.00	Tuition and Fees*
\$2,930.00	Room and Board
\$ 190.00	Books and Supplies
\$ 300.00	Health Insurance (Summer Only – covers both sessions) * †
<u>\$1,079.00</u>	Miscellaneous
\$5,961.00	Total Summer Expenses (US Dollars) *

* Figures are subject to change by the authority of the Board of Regents without prior notice.

† The University of Arizona will only pay Individual health insurance coverage for students hired as Graduate Assistants in teaching and research. For more information, visit the Campus Health website at: <http://www.health.arizona.edu>

#PROGRAM FEES: Students enrolled in the following programs are required to pay additional fees as noted below:

- Accounting, Business Administration, Management, Management Info. Systems** (Masters) - \$9500.00 (\$4750.00 per semester)
- Executive MBA** - contact department for program fees amounts
- Gerontology** (Masters) - \$2400.00 (\$1200.00 per semester)
- Information Resources and Library Science** (Masters and Ph.D.) - \$9600.00 (\$4800.00 per semester)
- Landscape Architecture, Architecture** (Masters) - \$1000.00 (\$500.00 per semester)
- Law** (JD or LL.M) - \$12,000.00 (\$6000.00 per semester)
- Nursing** (Ph.D., Masters, or Certificate Program) - \$4000.00 (\$2000.00 per semester)
- Pharmacy** (Ph.D.) - \$8000.00 (\$4000.00 per semester)
- Planning** (Masters) - \$2800.00 (\$1,400.00 per semester)
- Public Administration** (Masters) - \$1500.00 (\$750.00 per semester)
- Public Health** (Masters) \$600.00 (\$300.00 per semester), (Ph.D.) \$2000.00 (\$1000.00 per semester)

A one-time orientation fee of \$75.00 is charged to all international students at the point of first enrollment during the fall or spring term.

*****FINANCIAL GUARANTEE WORKSHEET*****

Your Financial Requirement:	\$ _____	(12 or 9 credit requirement – check with your dept.)
Additional Program Fees:	\$ _____	(See fees# above)
Less University of AZ support:	\$ _____	(Research Asst.; Teaching Asst.; Grad. Tuition Scholarship; Grad. Registration Scholarship; Fellowship; Insurance Scholarship; Other, Etc.)
<u>Sub-total:</u>	\$ _____	
Less Other Funds:	\$ _____	(Personal - Private - Family)
<u>TOTAL still required:</u>	\$ _____	(Please provide official supporting bank letter)

PLEASE NOTE:

1. This financial guarantee and your bank statement are valid for only one calendar year.
2. Proof of stock or securities holdings, insurance, property, retirement plans, U.S. Government form I-134, or employment income are NOT ACCEPTABLE.
3. Original copies of all forms must be submitted. You will need a copy of this funding guarantee and original supporting documents to prove to the United States Consular officials that you have sufficient funds. Please make sure you secure a second set of all original documents to keep in your possession.
4. The U.S. Citizenship and Immigration Service regulations impose serious employment restrictions on F-1 visa holders. The spouse of an F-1 visa holder (F-2 visa holder) is not permitted to be employed.

Original form and documents should be sent to: **Graduate College GIVA, The University of Arizona
P.O. Box 210066, Tucson, AZ 85721-0066**

Additional copies of this form can be downloaded and printed from the following website: http://grad.arizona.edu/Admissions_Forms/fingua.pdf

ELLER MBA APPLICATION CHECKLIST

- Completed application form and \$50 Application Fee
 - Current Resume
 - Two Required Essays
 - Two professional letters of recommendation and recommendation forms
 - Official transcripts (2 official copies for every college or university attended)
International applicants must submit two official copies of their transcripts and two official copies of the diploma in both their native language and English
 - Official GMAT Scores
 - Official TOEFL Score (International Applicants only) of at least 600 (paper based), 250 (computer based), or 100 (internet based)
 - Financial Guarantee (only International Applicants needing a visa)
-

TUITION AND FEES

Tuition and fees below are for the entering MBAs for the 2007-2008 academic year and are subject to change.

Phoenix Evening MBA (18 month program beginning January 2008)	\$35,670
There is an additional non-refundable \$50 Application Fee and a non-refundable \$300 Enrollment fee.	