

Georgetown MBA

THE MCDONOUGH SCHOOL OF BUSINESS
GEORGETOWN UNIVERSITY

FALL 2006

GEORGETOWN



McDONOUGH

School of Business

UNIVERSITY

Admissions & Financial Aid

ADMISSION POLICY

Georgetown University seeks a diverse student body and encourages applications from students with a wide variety of academic backgrounds. Men and women holding a Bachelor's degree from an accredited college or university in the United States or the equivalent from an international college or university are eligible for consideration for admission. Students should have completed a total of 16 years of formal education.

INTELLECTUAL CAPACITY AND ACADEMIC ACHIEVEMENT

Academic qualifications are determined by the previous higher education record as indicated by transcripts, letters of recommendation, and results of the Graduate Management Admission Test (GMAT).

PROFESSIONAL ACCOMPLISHMENTS AND PERSONAL STRENGTHS

Selection also depends upon an applicant's distinctive and useful achievements, ideas, talents, and motivation for graduate business education. Professional experience, while not required, is traditionally part of a competitive application. International experience, foreign languages, writing ability, interpersonal skills, leadership ability, and entrepreneurship are some favored qualifications. A diverse student body is desired to enrich the learning environment. To this end, the Admissions Committee seeks to admit students representing various geographic, economic, racial, religious, and minority groups.

PREREQUISITE KNOWLEDGE

Applicants are expected to have basic knowledge of Algebra and Calculus such as would be obtained in a year of college coursework.

APPLICATION PROCEDURES AND DEADLINES

The McDonough School of Business encourages the application of all qualified persons interested in the study of business. Georgetown University is an equal opportunity/affirmative action institution in employment and admission. Admission is for the fall semester; there are no mid-year admissions. Applicants for admission to the MBA Program are evaluated beginning in December of each year. You are strongly encouraged to apply as early as possible in the admission cycle. The early MBA application deadlines are December 2 and February 10, which are strongly recommended for international students and those candidates seeking merit-based financial aid consideration. The final deadline for MBA application is April 21. Joint degree candidates should consult the following deadline chart:

PROGRAM	APPLICATION DEADLINE
MBA	APRIL 21, 2006
MBA/MPP	FEB. 1, 2006
MBA/MSFS	JAN. 17, 2006
BSFS/MBA	JAN. 10, 2006
MD/MBA	DEC. 1, 2005
JD/MBA	FEB. 1, 2006

We strongly encourage you to apply in the first or second round.

Application materials and all supporting documents become the confidential property of the MBA Admissions Office and cannot be returned to the applicant.

We recommend making copies of both the blank and completed application should any of the forms be lost.

Please do not send photography, videos, or portfolios. Auxiliary materials may be submitted only if they are written matter and fit in a standard 8½ × 11-inch folder.

Please do not staple or bind application materials or insert them in folders or plastic.

REAPPLICATION PROCEDURE

If you applied to the MBA Program within the last year and would like to reapply, you must submit the following items: a letter requesting reactivation of your file; a new application form; a personal statement reiterating your career goals and Georgetown fit; one additional letter of recommendation; and an application fee. You do not have to resubmit the essays. Additionally, reapplicants should consider updating and/or adding other pertinent information such as an evaluative interview to strengthen their chances for admission.

COMPLETION OF YOUR ADMISSION FILE IS YOUR RESPONSIBILITY.

Applications are not reviewed until all required materials are received in the MBA Admissions Office. **Please do not send supplementary materials prior to submitting your application.** A complete admission file must contain the following documentation:

I. MBA Application Form

II. Resume

A current resume or curriculum vitae of two pages or less.

III. Affiliations, Personal Interests, and Community Contributions

IV. Essays One and Two

V. Optional Essay

VI. Non-refundable \$125.00 Application Fee

VII. Official Transcripts of all Academic Coursework

Official transcripts of **all academic coursework** (including any transfer coursework or coursework completed while enrolled in a study-abroad program) must be submitted in sealed envelopes signed by the appropriate university officials. Students who have attended or graduated from a foreign college or university must provide an official transcript and a translation into English.

VIII. Applicant Evaluation Forms

Two applicant evaluation forms are required. Reference letters from established credential services at universities are acceptable, but you should keep in mind that the materials may be dated or may not be written specifically for an MBA program. The Admissions Office often contacts the evaluators of accepted students and may contact evaluators during the application review process.

MBA APPLICATION SCHEDULE FOR ENTRY IN 2006

	ALL CREDENTIALS RECEIVED IN OUR OFFICE ON:	OFFICE DECISION LETTER WILL BE MAILED ON:
ROUND 1	DECEMBER 2, 2005	JANUARY 26, 2006
ROUND 2	FEBRUARY 10, 2006	MARCH 30, 2006
ROUND 3	APRIL 21, 2006	MAY 25, 2006

IX. Results of the Graduate

Management Admission Test (GMAT)

You must submit results of a GMAT taken within the last five years. Your test result should be forwarded directly to Georgetown University MBA Program (code 5244) by ETS. For complete information on the GMAT, registration, fees, and testing sites, please contact ETS by telephone, fax, or e-mail: Educational Testing Service
PO Box 6103
Princeton, NJ 08541-6103 USA
Phone: 609 771-7330
Fax: 609 883-4349
E-mail: gmat@ets.org
Web site: www.mba.com

Candidates in the US and Canada can schedule a GMAT Computer Adaptive Test (CAT) appointment by calling 1 800 GMAT-NOW (800 462-8669). For TTY phone registration call 800 529-3590.

X. Results of the Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS)

International students are required to demonstrate a level of competence in English sufficient to meet the admission requirements of the University. All non-US applicants are required to submit a current TOEFL or IELTS result unless they have obtained a bachelor's degree from a college or university where English is the native language. Your test result should be forwarded directly to Georgetown University (school code: 5244; department code: 02) by ETS. The minimum required score for the computer-based TOEFL is 250. The minimum required score for the IELTS is 7.5. We accept only academic module results. Information and registration forms for the TOEFL can be obtained at many colleges or international educational organizations or directly from ETS (E-mail: toefl@ets.org or Web site: www.toefl.org). Information and registration forms for the IELTS can be obtained from www.ielts.org.

INTERVIEWS: Please note that the interview policy in the fall (Sept. 1 – Dec. 16) differs from the policy in the spring (Jan. 11 – April 30).

The interview helps the admissions committee assess interpersonal skills, motivation, and strengths of individual candidates. Additionally, evaluative interviews allow candidates to present a different view of their credentials to supplement the application.

We schedule and conduct candidate-initiated interviews from September 1 to December 16. All interview times are available on a first come first served basis. Because availability is sometimes limited, early arrangements are recommended. Interviews can be offered only to candidates

applying for Fall 2006. Georgetown MBA offers on-campus interviews for applicants who wish to visit our program and attend an information session. In addition, the admissions officers establish interview schedules in selected cities in the US and overseas in the fall and winter.

If you are still deciding whether or not to apply, do not sign up for an interview. You are encouraged instead to visit our booth at domestic and international recruiting events. To schedule an interview on or off-campus, please visit our Web site at www.mba.georgetown.edu.

Interview slots are available on a first come first served basis. We prefer to conduct interviews prior to the evaluation of an application. It is therefore not necessary to submit your application prior to scheduling an interview appointment. Requests for interviews will not be processed after December 16. After this date, invitations are made after a preliminary review of the completed application. (We will contact you if you are selected for an interview.)

During the spring semester (January to April) interviews are available only by invitation of the Admissions Committee. After you submit your application for admission, we will contact you to schedule an interview if the Admissions Committee determines that an interview is needed. Applicants chosen to interview will be contacted via email or by phone. Interviews may take place on campus, off campus, or by phone. Interviews are conducted on the Georgetown campus and at select recruiting events throughout the world. Interviews are conducted by staff, students, or alumni. All interviews, regardless of who conducts them, receive equal weight in the evaluation process.

You are encouraged to submit your application as early in the process as possible. If invited to interview, you will have increased scheduling options available to you.

COMPLETION OF ADMISSION FILE: You are strongly encouraged to submit all materials required for the application in one package.

If you have already taken the GMAT and TOEFL/IELTS (if required), arrange for official reports to be sent directly from ETS and **ENCLOSE PHOTOCOPIES OF YOUR TEST RESULTS WITH YOUR APPLICATION.** If your file is not complete when originally submitted, the procedure to notify you of missing credentials will delay processing.

ELECTRONIC APPLICATION: We strongly encourage you to apply online. You may submit your completed application by mail (hard copy) or via the Web site. (Please do not do both as this will delay the processing of your application). A web-based applica-

tion is provided for candidates who prefer the convenience of electronic submission. It can be found at <http://mba.georgetown.edu>.

FALSIFICATION OF CREDENTIALS: If application materials (including transcripts and letters of recommendation) are found to be forged, falsified, or altered, the University will notify all relevant officials, including the individual or institution issuing the document(s) and, as appropriate, immigration officers. If an offer of admission has been made, it will be withdrawn.

INFORMATION AND QUESTIONS:

Georgetown MBA Admissions
Box 571148
Washington, DC 20057-1148 USA
Phone: 202 687-4200
Fax: 202 687-7809
E-mail: mba@georgetown.edu
Web site: <http://mba.georgetown.edu>

Courier Address:

Georgetown MBA Admissions
3520 Prospect St. NW
Suite 215
Washington, DC 20007

INTERNATIONAL APPLICANTS

DEADLINE: The final application deadline for admission is April 21; however, you are strongly encouraged to submit all application materials by February 10. If offered admission, the process to obtain a student visa can take up to three months. Only by submitting a complete application package by February 10 can a timely admission decision be made. If an admission decision is made later than April, you risk not being able to attend because of insufficient time to obtain the necessary visa.

TRANSLATION OF REQUIRED

DOCUMENTATION: You are responsible for obtaining certified translations of all original documentation that is not in English. Your translator should certify that the original documentation was received in a sealed envelope from the school or the recommender; after translating, your translator should enclose both the original and the certified translation in an envelope and seal and sign the envelope. You should include this sealed, signed envelope in your application package.

FINANCIAL CERTIFICATION AND THE FORM 1-20: Georgetown University cannot send you an I-20 student visa permit until an offer of admission has been made and you have submitted financial certification showing that your educational expenses are provided. Financial certification is only needed if an offer of admission is made. To expedite the visa process, however, you may wish to submit financial certification with your application materials.

For the 2005–2006 academic year, international students were required to document available resources in the amount of approximately \$55,000.

FINANCIAL ASSISTANCE AND EXPENSES

Georgetown University provides graduate students access to need- and merit-based assistance in the form of loans, work-study, and/or scholarships.

NEED-BASED FINANCIAL ASSISTANCE

The Office of Student Financial Services attempts to assist qualified applicants who have financial eligibility to meet their educational and living costs. All US citizens and permanent residents of the US may be considered for federally-funded programs. The following funds are administered by the Office of Student Financial Services:

FEDERAL STAFFORD STUDENT LOANS

The Stafford Loans, (formerly Guaranteed Student Loans), provide a maximum of \$18,500 per annum based on demonstrated financial eligibility. Interest rates differ for previous borrowers; new borrowers are charged an annual variable rate based on the 91 day T-Bill plus 3.1% not to exceed 8.25%. All full-time students defer payment of principal and interest until at least six months after ceasing to be enrolled in the MBA Program.

FEDERAL PERKINS LOANS

The Perkins Loans, (formerly NDSL), are awarded to graduate students with the greatest financial need. This program carries a 5% interest rate and has repayment and deferment policies similar to those of the Stafford Loans.

As educational costs continue to rise and federal dollars for assistance continue to decline, Georgetown and other institutions have been compelled to initiate more creative sources of funding. These include private “low interest” loan sources and tuition payment plans. Information on these programs is available from the Office of Student Financial Services.

AWARD PROCEDURE

After an offer of admission has been made, the Office of Student Financial Services conducts its needs analysis if all required financial aid documentation has been received. Financial eligibility is met by a combination of loans and employment and is awarded on the basis of financial need. Financial aid awards will be made after all of the following items are received:

1. Free Application for Federal Student Aid

Eligibility is determined by the analysis of a current Free Application for Federal Student Aid (FAFSA). All students who are requesting need-based federal financial aid must have FAFSA information sent to the Georgetown Office of Student Financial Services. FAFSA forms may be obtained by contacting the Office of Student Financial Services, other colleges and universities, or most public libraries. Also, the forms can be downloaded from the FAFSA Web site at www.FAFSA.ed.gov. You must complete and mail the FAFSA to the Central Processing Center in the envelope enclosed with the FAFSA application packet. Do not send any money, tax forms, worksheets, or any extra materials in the envelope. These materials will be destroyed. Be sure to complete the entire application and pay close attention to the following items:

FAFSA SECTION

STEP THREE All questions in this section must be answered.

STEP SIX All questions in this section must be answered. List the college name exactly as “Georgetown University” and the school code “001445.” Any variation of this college name or code will delay receipt of your information.

STEP SEVEN Sign and date the form.

The Central Processor will mail the processed FAFSA to you in a form called the Student Aid Report (SAR).

II. Georgetown University Student Financial Services Supplemental Application

The Office of Student Financial Services also requires a supplemental application. The MBA Admissions Office will mail the Georgetown Supplemental Application and the FAFSA form to enrolled applicants who are US citizens and permanent residents. You must answer all questions on the Georgetown Supplemental Application. You also may obtain the FAFSA application and the supplemental application by contacting the Office of Student Financial Services.

III. Student's (& Spouse's) 2005 Federal Tax Return(s)

MBA students applying for federal aid must submit to the Office of Student Financial Services a signed copy of their 1040, 1040A, or 1040EZ IRS forms including all schedules and attachments.

For further details on financial aid programs and eligibility, please contact:

Office of Student Financial Services, G-19
Healy Building
Georgetown University, Box 571252
Washington, DC 20057-1252
Phone: 202 687-4547
Web site: <http://finaid.georgetown.edu>

Merit-based Financial Assistance

Merit-based scholarships are offered through the MBA Scholars Program. MBA Scholars are selected from the pool of applicants to the MBA Program. Selection is based primarily on scholastic performance, work experience, and other factors demonstrating leadership potential.

All accepted applicants are considered for scholarships. Awards are made on a rolling basis throughout the admissions cycle. Students are notified by e-mail only if a scholarship has been awarded, and this notification is included with notification of admission. Students are encouraged to apply early to receive the best possible consideration for a scholarship. Applications received by February 10 will be given strongest consideration for scholarships. MBA Scholars are provided tuition awards which are credited directly to the student's account.

INTERNATIONAL STUDENTS

All admitted candidates, both US citizens and international students, are considered for scholarship awards. Since US citizenship, permanent resident and resident/alien status is a requirement for federally funded programs, international students cannot be considered for long-term federal loans or Federal Work-Study employment. Students are encouraged to investigate the possibility of aid through their government or outside agencies. International students may, with a US citizen as a co-signer or with verifiable assets, qualify for loans through the MBA Loans program or other private loan groups. Information is available by calling 888 440-4MBA (888 440-4622).

TUITION AND LIVING EXPENSES

In the 2005–2006 academic year, tuition was \$33,960. The estimated total cost of education, including tuition and other academic expenses, housing, food, insurance, transportation, etc., for single, full-time graduate students was approximately \$57,380. The University reserves the right to alter tuition and fee charges for graduate students as may be deemed necessary.

MBA APPLICATION FORM FALL 2006

Personal Data

Ms. Mr.

U.S. Social Security Number

Last/Family Name First/Given Name Middle Name Suffix (Jr., III, etc.) Preferred Name/Nickname

CURRENT MAILING ADDRESS

Send Correspondence To:

Current Address Permanent Address

Current Street Address _____

City _____ State/Province/Territory _____

ZIP/Postal Code _____ Country _____

Telephone (country code/area or city code/number) _____

E-Mail Address – your decision will be sent to this email address _____

Current Address good until _____

PERMANENT MAILING ADDRESS

Permanent Street Address _____

City _____ State/Province/Territory _____

ZIP/Postal Code _____ Country _____

Telephone (country code/area or city code/number) _____

Date of Birth (month/day/year) _____ Age (as of Sept. 1, 2006) _____ Birthplace (city/state/province/territory/country) _____

Degree Program

- MBA
 MBA/MSFS
 MBA/MPP
 JD/MBA
 MD/MBA
 MBA/MS PHYSICS
 MBA/PhD PHYSICS
- If not admitted to a concurrent degree program, do you wish to be considered for the MBA program alone?* Yes No
- REAPPLICATION

The following information is voluntary and will be used to compile data to be released only as unidentifiable portions of statistical reports requested of educational institutions by the Department of Education under Title VI of the Civil Rights Act of 1964.

<p>GENDER</p> <p> <input type="checkbox"/> Male <input type="checkbox"/> Female </p>	<p>MARITAL STATUS</p> <p> <input type="checkbox"/> Married Spouse's Name: _____ <input type="checkbox"/> Single <input type="checkbox"/> Other </p>	<p>CITIZENSHIP</p> <p> <input type="checkbox"/> U.S. Citizen (including dual citizenship) _____ If not a US citizen, are you a U.S. permanent resident? <input type="checkbox"/> Yes <input type="checkbox"/> No Are you a dual citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, country _____ </p>	<p>ETHNIC BACKGROUND</p> <p>U.S. citizens and U.S. permanent residents ONLY.</p> <p> <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Pacific Islander/Asian American <input type="checkbox"/> Black/African American <input type="checkbox"/> Multiethnic <input type="checkbox"/> Hispanic American <input type="checkbox"/> Other <input type="checkbox"/> White <input type="checkbox"/> Choose not to report </p>
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Current Employer Information

Organization Name		Type of Industry	
Street Address			
City	State/Province/Territory	ZIP/Postal Code	Country
Work Telephone (<i>country code/area or city code/number</i>)		May we contact you here? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Position (<i>functional title</i>)		Primary Responsibilities	
Total Months Employed	From (<i>mo./yr.</i>)	To (<i>mo./yr.</i>)	Total Hours Per Week
Annual Starting Salary (<i>in U.S. \$</i>)	Current Salary (<i>in U.S. \$</i>)	Bonus (<i>last 12 months</i>)	

Summary of Work Experience

Please indicate below the industry and function of your **CURRENT OR MOST RECENT** full-time position:

Company Industry: _____ Position Function: _____

As of September 1, 2006, total amount of time spent working full-time since completion of your Bachelor's degree: Years: _____ and Months: _____

As of September 1, 2006, total amount of time spent working full-time: Years: _____ and Months: _____

REQUIRED ATTACHMENTS TO APPLICATION FORM

All materials are to be word-processed or typed on letter-sized paper. All essays should be double-spaced. Please follow the instructions on length of each attachment, and label each page with your name.

AFFILIATIONS, PERSONAL INTERESTS, AND COMMUNITY CONTRIBUTIONS (REQUIRED)

- A) In list form, please provide information about your professional affiliations, memberships in academic societies, publications, community or campus volunteer activities, hobbies, and interests. Include dates of affiliation and leadership roles you have held in these organizations or activities.
- B) One page or less. Please identify the most noteworthy thing you have done in connection with one of these activities and how it has affected your life.

ESSAY ONE

Two pages or less.

What is the most significant change or improvement you have made to any organization with which you have recently been or are currently affiliated? Describe the process that you went through to identify the need for the change or improvement to the organization, how you managed the process of implementing the change, and describe the results.

ESSAY TWO

Two pages or less.

- A) In one or two sentences, please state your short-term and long-term career objective(s).
- B) How have your prior academic, personal, and professional experiences influenced your career plans?
- C) Specifically, how will MBA studies and your participation in the Georgetown MBA Program contribute to your career objectives?

OPTIONAL ESSAY

One page or less.

The Admissions Committee welcomes any additional relevant information you wish to include in support of your application. If necessary, please comment on your academic record as an indication of your potential for graduate management education and/or any unexplained gaps in your work history. If you are currently not employed full-time, please comment and provide information about your current activities.

GEORGETOWN UNIVERSITY ETHOS STATEMENT –WHAT IS EXPECTED OF A GEORGETOWN MBA

Choosing to come to Georgetown University means joining a distinctive community. As a Jesuit University, Georgetown places special emphasis on the dignity and worth of every person and the love of truth. Membership in this community carries with it high expectations regarding the ways in which each person will act both within and beyond Healy Gates. In particular, students [and indeed, all members of the McDonough School of Business community] are expected to honor the following commitments in all their actions:

- A commitment to the highest standards of honesty and personal integrity both inside and outside the classroom.
- A commitment to treat others in a respectful manner, regardless of differences such as race, religion, nationality, ethnicity, gender or sexual orientation.
- A commitment to open discourse and the free exchange of ideas.
- A commitment to exercise mutual care and responsibility in all relationships.
- A commitment to an active concern for the safety, security, and well being of each individual and a respect for individual, communal and university property.

I certify that the information contained in this application, including all attachments and supporting credentials, is complete and correct.

SIGNATURE

DATE

APPLICATION EVALUATION FORM FALL 2006

TO THE APPLICANT: Please complete the first section of this form. Sign the form where indicated in this section. Give one form and envelope to each person who will serve as an evaluator. Your evaluator should return the form to you in an envelope. Enclose the signed envelope with your application materials.

Last/Family Name First/Given Name Middle Name

CHECK ONE:

- I waive my right to inspect this evaluation when completed and understand that it will remain confidential.
 I do not waive my right to inspect this evaluation.

Signature Date

TO THE EVALUATOR: The applicant named above is applying to the Georgetown MBA Program. Your evaluation of this applicant is important in the admission review process. We appreciate the difficulty of furnishing meaningful and candid evaluations, and we are grateful for your contribution to a very rigorous admission process. Please keep in mind that almost all of our applicants are well qualified; we need to have information about their academic or professional lives that can only come from those very familiar with their attributes and potential.

If you wish to attach your comments in letter form, feel free to do so, but we ask that you respond to the questions listed and that you complete the scaled evaluation on the reverse side and sign the bottom of the form.

Please enclose the completed form in an envelope; seal and sign the envelope to ensure confidentiality; and return the envelope to the applicant. Thank you.

Please complete the information below or attach a business card.

Name Telephone

Title Organization

Address

How long have you known the applicant?

What is your relationship to the applicant?

To what extent have you and the applicant discussed his/her decision to study in an MBA program?
Please check one: Extensively Somewhat Not at all

Please give your evaluation of the applicant's management potential. How will management education benefit the individual in his or her career?

Please describe the applicant's outstanding talents and abilities. Comment specifically on the academic and/or management skills of relevance for an MBA program and a management career.

Please describe the applicant's chief areas needing improvement. What are the effects on his/her academic or professional activities?

Describe the applicant's ability to communicate orally and in writing. If the applicant is a non-native English speaker, address specifically his/her ability to understand, speak, and write in English. If the applicant is a native English speaker, please comment on his/her ability to understand, speak, and write in a second language.

Please comment on the applicant's ability to work in groups. Is the applicant an effective group member or does he/she work better individually? What role does the applicant assume within the group?

Using the scale below, please rate the applicant in relation to others. Describe the peer group that you are using for ranking purposes.

	POOR	AVERAGE	GOOD	OUTSTANDING	UNABLE TO COMMENT
Analytic Ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motivation for MBA Study	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrity	<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"/>
Self Confidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Managerial Attributes:					
<i>Initiative</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Interpersonal Relations</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Leadership Potential</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Time Management</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Organizational Abilities</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- I strongly recommend this applicant to the Georgetown MBA Program
- I recommend this applicant to the Georgetown MBA Program
- I do not recommend this applicant to the Georgetown MBA Program

Signature

Date

RETURN TO:

MBA Admissions Office
Georgetown MBA
Box 571148
Washington, DC 20057-1148 USA

APPLICATION EVALUATION FORM FALL 2006

TO THE APPLICANT: Please complete the first section of this form. Sign the form where indicated in this section. Give one form and envelope to each person who will serve as an evaluator. Your evaluator should return the form to you in an envelope. Enclose the signed envelope with your application materials.

Last/Family Name	First/Given Name	Middle Name
------------------	------------------	-------------

CHECK ONE:

- I waive my right to inspect this evaluation when completed and understand that it will remain confidential.
 I do not waive my right to inspect this evaluation.

Signature	Date
-----------	------

TO THE EVALUATOR: The applicant named above is applying to the Georgetown MBA Program. Your evaluation of this applicant is important in the admission review process. We appreciate the difficulty of furnishing meaningful and candid evaluations, and we are grateful for your contribution to a very rigorous admission process. Please keep in mind that almost all of our applicants are well qualified; we need to have information about their academic or professional lives that can only come from those very familiar with their attributes and potential.

If you wish to attach your comments in letter form, feel free to do so, but we ask that you respond to the questions listed and that you complete the scaled evaluation on the reverse side and sign the bottom of the form.

Please enclose the completed form in an envelope; seal and sign the envelope to ensure confidentiality; and return the envelope to the applicant. Thank you.

Please complete the information below or attach a business card.

Name	Telephone
------	-----------

Title	Organization
-------	--------------

Address

How long have you known the applicant?

What is your relationship to the applicant?

To what extent have you and the applicant discussed his/her decision to study in an MBA program?

Please check one: Extensively Somewhat Not at all

Please give your evaluation of the applicant's management potential. How will management education benefit the individual in his or her career?

Please describe the applicant's outstanding talents and abilities. Comment specifically on the academic and/or management skills of relevance for an MBA program and a management career.

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Analytic Ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motivation for MBA Study	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrity	<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"/>
Self Confidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Managerial Attributes:					
<i>Initiative</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Interpersonal Relations</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Leadership Potential</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Time Management</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Organizational Abilities</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- I strongly recommend this applicant to the Georgetown MBA Program
- I recommend this applicant to the Georgetown MBA Program
- I do not recommend this applicant to the Georgetown MBA Program

Signature

Date

RETURN TO:

MBA Admissions Office
 Georgetown MBA
 Box 571148
 Washington, DC 20057-1148 USA

US INSTITUTIONS TRANSCRIPT REQUEST FORM

PLEASE RETURN TO:

MBA Admissions Office, Georgetown MBA
Box 571148, Washington, DC 20057-1148 USA

TO THE APPLICANT: Please enter your name and the requested information in the spaces below. Please photocopy this form for use by additional schools.

Last/Family Name	First/Given Name	Middle Name
College or University from which you are requesting a transcript		
Year(s) of attendance at above named school	Degree and Year	
Social Security Number		

TO THE REGISTRAR OR APPROPRIATE OFFICIAL: The above named individual is filing an application for admission to the Georgetown MBA Program. We would appreciate your enclosing an official transcript of academic performance at your institution in an envelope. Please complete the information below. The envelope should then be sealed. Your signature is requested on the line on the envelope's flap in such a manner as to cover the seal. The sealed and signed envelope is to be returned to the applicant who will retain it unopened until the application and all supporting documents are assembled. At that time, the sealed transcript envelope will be submitted to our office along with the rest of the applicant's materials. Thank you.

TO BE COMPLETED BY THE REGISTRAR OF US COLLEGES AND UNIVERSITIES

In order for the Graduate Admissions Committee to best evaluate a candidate's record, we ask that you include information on this student's cumulative grade-point average and cumulative rank in class, whenever possible.

Applicant's cumulative grade-point average	Average grade point of applicant's class
Cumulative rank in class	Class size
Please explain grade point system if other than A = 4.0, B = 3.0, etc.	
Date	Signature of School Registrar

Official School Seal or Stamp

FOR NON-U.S. INSTITUTIONS, USE FORM ON REVERSE

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TO BE COMPLETED ONLY BY COLLEGES AND UNIVERSITIES OUTSIDE THE UNITED STATES

1. What is the language of instruction at your college or university?

2. Please explain the grading scale used at your college or university.

3. What is the highest grade usually received? What is the lowest grade usually received? What is the average grade usually received?

4. What is the applicant's cumulative grade-point average? What is their class rank?

5. Has this applicant ever failed or been required to repeat a course? Yes No
If "Yes," are failed or repeated courses so indicated on this transcript? Yes No

6. Any additional comments you might wish to make will be appreciated.

AUTHORIZED SIGNATURE OF SCHOOL OFFICIAL FILING REQUEST

Name	Date

Position or Title	Telephone Number

Please affix an official seal or stamp to this portion of the form.

FOR U.S. INSTITUTIONS, USE FORM ON REVERSE