

**COLLEGE OF BUSINESS ADMINISTRATION MASTER
OF BUSINESS ADMINISTRATION PROGRAM**

APPLICATION CHECKLIST

Corporate MBA Programs (M/C 074)
University of Illinois at Chicago
815 West Van Buren Street, Suite 410
Chicago, Illinois 60607-3525

Telephone: (312) 413-2105
Fax: (312) 413-2316

Applicant's Name: _____

The following items are to be submitted with your application. Place a check mark beside each item to indicate that the item is enclosed with your application. Sign, date, and return this form along with your other application materials.

- ___ 1. Completed **UIC/MBA Program Application for Admission, Parts 1 and 2**
- ___ 2. Completed UIC Office of International Services **Declaration and Certification of Finances (DCF)**
- ___ 3. **Bank Statement** (amount to be determined at the time of the application) within 6 months prior to the beginning of the program
- ___ 4. A copy of your **current résumé**
- ___ 5. **Statement of Purpose** (why you wish to study for the MBA degree)
- ___ 6. A sealed **official original transcript** in English from each college or university attended
- ___ 7. A sealed official **Proof of degree** from each institution in English
- ___ 8. **Intent to Enroll**, signed and dated
- ___ 9. Nonrefundable **Application Fee**, in the amount of US\$100.00 with a check payable to UIC
- ___ 10. A copy of the first page of **Passport** (including copies for your dependents)
- ___ 11. Signed and dated **Authorization to Release Confidential Information**

Notes: (1). Though not required for admission, proficiency in microcomputer software applications, including word processors, spreadsheets, and databases, and business statistics will help you successfully complete the UIC/MBA Program.

(2). All and any submitted materials are not returnable.

Signature: _____ Date: _____