

# Sponsorship Application for Global MBA Admission

## INSTRUCTIONS

Please include this form in the applicant's individual admission application. Find an electronic copy of the admission application on the Admission section of our website at [www.bus.umich.edu/gmba](http://www.bus.umich.edu/gmba). If your company is nominating more than one applicant, please submit a separate application for each applicant.

## SPONSOR INFORMATION

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COMPANY NAME		INDUSTRY	
YEAR FOUNDED	NO. OF EMPLOYEES	LAST YEAR REVENUE (IN US \$)	WEB ADDRESS

## APPLICANT INFORMATION

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APPLICANT'S FULL NAME (LAST, FIRST, MIDDLE)		TITLE	
DEPARTMENT			
OFFICE ADDRESS			
CITY	STATE (PROVINCE)	COUNTRY	ZIP (POSTAL) CODE
PHONE	FAX	EMAIL	

## CONTACT PERSON INFORMATION

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CONTACT'S FULL NAME (LAST, FIRST, MIDDLE)		TITLE	
DEPARTMENT			
OFFICE ADDRESS			
CITY	STATE (PROVINCE)	COUNTRY	ZIP (POSTAL) CODE
PHONE	FAX	EMAIL	

## SPONSORSHIP AGREEMENT

My signature below certifies that our company consents to the terms in the Michigan Ross Global MBA Class of 2014 Program Policy and that, if admission to the program is granted, we will sponsor the applicant for the program beginning Feb. 24, 2013, and running through July 3, 2014.

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SIGNATURE*	DATE
FULL NAME (LAST, FIRST, MIDDLE)*	TITLE

*\*An executive or manager who has signing authority for foreign education programs may sign.*



SPONSORSHIP APPLICATION

This document provides an overview of the Global MBA Program at the Stephen M. Ross School of Business at the University of Michigan, including administration, curriculum, admission procedures, and tuition and fees.

## 1. ADMINISTRATION

- 1.1 The Global MBA is a 16-month, full-time program that begins at the end of February and ends in early July of the following year.
- 1.2 The curriculum is the same as that of Michigan Ross' Full-time MBA Program.
- 1.3 Upon successful completion of academic requirements, participants receive a Master of Business Administration (MBA) degree.
- 1.4 Only individuals with sponsorship, including corporations, firms, institutions, and government entities, are eligible to apply to the program.
  - 1.4.1 Licensed professionals, entrepreneurs, and heirs to family businesses who plan to return to their current employment after graduation may be eligible for sponsorship.
  - 1.4.2 The sponsoring organization must submit the sponsorship application prior to or along with an applicant's individual admission application.
  - 1.4.3 If an applicant's sponsor will guarantee sponsorship only after the applicant is granted admission, the applicant must submit a letter explaining the policy. In this situation, the admissions committee will make a decision subject to receipt of a fully endorsed sponsorship application. The sponsoring organization must submit the sponsorship application within two weeks of the date of the admission offer.
- 1.5 If a student withdraws before completing the program, the credits earned are not transferable to any other Michigan Ross School of Business MBA program.

## 2. CURRICULUM

- 2.1 The Michigan Ross MBA curriculum requires successful completion of 57 graduate credit hours and includes a series of core courses and elective courses, and a field project called the Multidisciplinary Action Projects (MAP) course.
  - 2.1.1 Students must have a minimum GPA of 2.0 to graduate.
- 2.2 University of Michigan faculty teach all courses in the program.
- 2.3 The curriculum consists of five sessions. The first session is in Asia. The second through fifth sessions are at the University of Michigan in Ann Arbor, Michigan.
- 2.4 Session 1 starts at the end of February and concludes in late May. The session is held at corporate training facilities in China, Japan, and Korea. Students spend approximately one month in each country.
  - 2.4.1 Students complete 14.25 credit hours of the MBA core curriculum, including business communications.
- 2.5 Session 2 is in Ann Arbor, starting in June and ending in August.
  - 2.5.1 The remaining nine credit hours of the core curriculum are offered during Session 2.
- 2.6 Session 3 starts in September and ends in December; Session 4 starts in January and ends in April. Sessions 3 and 4 coincide with the Fall and Winter terms on the school's academic calendar.
  - 2.6.1 Students must complete a minimum of 26.25 elective credit hours during Sessions 3 and 4 to meet graduation requirements.
  - 2.6.2 Students can take a maximum of 18 credit hours each session without additional tuition payment.
  - 2.6.3 Students can take up to 10 credit hours of graduate study in other University of Michigan schools and colleges depending on availability and course prerequisites.
  - 2.6.4 Individual and group research projects, supervised by faculty, are available to students in good academic standing. Students may earn one to three credit hours per project, may elect only one research project per term, and may apply a maximum of seven research project credit hours toward degree requirements.
  - 2.6.5 Students may attend various special lectures and programs without additional charge.
  - 2.6.6 Students may apply to the Michigan Ross International Exchange Program for an opportunity to study for one term at one of our worldwide partner schools.
- 2.7 Session 5 starts in May and ends the first week of July. In this session, students are assigned to Multidisciplinary Action Projects (MAP), which is a mandatory course within the Michigan Ross MBA curriculum worth 7.5 credits.
  - 2.7.1 Projects are in the U.S. primarily. The school will attempt to develop projects at alternate locations if requested by a sponsor company.
  - 2.7.2 Students bid for projects of their preference, but the school reserves the right to assign students to a project regardless of their preference.

## 3. ADMISSION

- 3.1 Typical students are high-potential employees identified by their employer as having the ability to progress as a future leader.
- 3.2 Each nominated candidate must submit an individual admission application.
- 3.3 All applicants must take the Graduate Management Admission Test (GMAT) or the Graduate Record Examination (GRE), and the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS). Test results must be reported directly from the governing institutions.
  - 3.3.1 Applicants who earned a degree from a U.S. school or from an institution abroad where the curriculum is taught exclusively in English may waive the TOEFL/IELTS requirement.

- 3.3.2 Applicants may waive the TOEFL/IELTS requirement if they have two or more years of full-time U.S. work experience (where communication is exclusively in English) within the past five years.
- 3.4 Each applicant must have an admission interview. The Global MBA Program Office will contact applicants to schedule an interview. Interviews may be via telephone or video conference call, or in person.
- 3.5 For early decision consideration, applicants must submit all admission requirements, including test score reports, between April 1 and Oct. 31, 2012.
  - 3.5.1 Applicants who are denied in the early admission period are eligible for admission consideration during the regular admission period. For consideration during the regular admission period, applicants should submit improved test score reports by the deadlines shown below.
- 3.6 We must receive applications, including official score reports, by Nov. 26, 2012. Incomplete applications as of Nov. 26, 2012, will move to the extended admission round.
- 3.7 We must receive applications to the extended admission round, including official score reports, by Jan. 2, 2013.
- 3.8 We typically notify applicants of admission decisions within two weeks of the interview. Admitted applicants must confirm acceptance within one week of the offer.
- 3.9 The admissions committee will assess English ability during the application process. Depending upon English ability, applicants may receive conditional admission subject to completion of intensive English instruction prior to the start of the Global MBA Program on Feb. 24, 2013.
  - 3.9.1 Michigan Ross partnered with the Gyeonggi English Village (GEV) to create an intensive pre-MBA English course to satisfy the conditional admission requirement. The program will be at the GEV's Paju campus in Korea, Feb. 3-23, 2013.
  - 3.9.2 Applicants who are not able to attend the English program at GEV may fulfill the requirement individually at an accredited institution.
    - 3.9.2.1. Admitted students who prefer this option must submit a study plan to the Global MBA Program Office for approval.
    - 3.9.2.2. An instructor whose native language is English must conduct the course, and the total hours of instruction should equal the total hours of the GEV program.
  - 3.9.3 All fees associated with a pre-MBA English program are the responsibility of either the student or the sponsor company.
- 3.10 We consider applicants without regard for race, sex, sexual orientation, color, religion, national origin or ancestry, age, marital status, handicap, height, or weight.

## 4. FINANCE

- 4.1 Candidates must submit a nonrefundable fee of \$200 at the time of application.
- 4.2 The University will invoice tuition for each of the four terms students are registered: Winter 2013, Spring/Summer 2013, Fall 2013, and Winter 2014.
  - 4.2.1 Tuition is due on Jan. 2, April 26, and Aug. 23, 2013; and Jan. 2, 2014. The University will send an electronic invoice approximately one month prior to the due date.
  - 4.2.2 Tuition for the Winter 2013 and Spring/Summer 2013 terms will be based on the rate for the 2012-13 academic year. Tuition for the Fall 2013 and Winter 2014 terms will be based on the rate for the 2013-14 academic year. The University's board of regents determines tuition in July each year for the upcoming academic year. Tuition for the 2011-12 academic year was \$28,275 per term.
  - 4.2.3 The first tuition payment for students admitted after Jan. 2, 2013, is due immediately upon acceptance of the offer of admission.
  - 4.2.4 The tuition fee does not include students' travel, lodging, and course material expenses during the program.
  - 4.2.5 Tuition for students who choose to extend their program beyond 16 months will be charged at the Global MBA tuition rate in effect for that specific term and will be due on the first day of the term.
- 4.3 The school will add a registration fee to each invoice. The registration fee for the 2011-12 academic year was \$97 per term.
- 4.4 Room and board expenses for the session in Asia will be invoiced separately in January 2013.
- 4.5 Applicants who are admitted to the program in the early admission period must submit \$1,000, along with their notification of acceptance to the school, within two weeks of the date of the offer. The school will apply this nonrefundable deposit to the first-term tuition payment.
- 4.6 The school reserves the right to revoke admission for students whose tuition or deposit payment is not received by the due date.
- 4.7 We will not refund received tuition. Payment past due is subject to a 1% late fee per month. The school reserves the right to prohibit students whose tuition payment is past due from attending classes.
- 4.8 All international students must enroll in the University's International Student Health Insurance Plan immediately upon arrival in the U.S. To substitute a private plan, students must receive approval from the University's International Center.

The Stephen M. Ross School of Business at the University of Michigan reserves the right to change without notice any statement in this policy concerning, but not limited to, curriculum, courses, faculty, tuition, fees, policies, and rules. If course or curriculum changes take place after the program begins, we will make every effort to implement the changes in the best interest of the student.