

# G. BRINT RYAN COLLEGE OF BUSINESS

## MBA/MS Application Checklist

### Apply for Admission to the G. Brint Ryan College of Business

- ☐ Complete UNT Toulouse Graduate School Application via <https://goapplytexas.org/> (\$75.00 fee)
- ☐ Activate your EUID and myUNT portal via [www.my.unt.edu](http://www.my.unt.edu) (You will receive an activation email from Toulouse Graduate School.)
- ☐ Submit all official transcripts and mark sheets (all schools attended — via email and electronic submission):
  - Domestic Applicants: Send transcripts from all previously attended institutions, directly from the institution(s) to [GradAdmission@unt.edu](mailto:GradAdmission@unt.edu)
  - International Applicants: Upload through the myUNT portal 'To Do List' under 'Tasks', saved under a single PDF

#### INTERNATIONAL STUDENTS

- ☐ Demonstrate English Language Proficiency as outlined at [bit.ly/cobenglish](http://bit.ly/cobenglish)  
 Toulouse Graduate School completes a full evaluation of all international credentials. UNT Graduate Admission Processing will also accept credential evaluations from any member organizations of NACES (National Association of Credential Evaluation Services) found at <https://www.naces.org/members>. Students with official NACES member credential evaluations should send them directly to the Toulouse Graduate School and also submit a copy to the G. Brint Ryan College of Business, Graduate Programs Office.

### Upload supporting documents through the myUNT portal 'To Do List'

- ☐ GMAT/GRE scores if required\*
- ☐ Statement of Purpose Essay of events and qualifications that distinguish you as a candidate (600-700 words)\*
- ☐ Resume/CV highlighting your professional and academic experience
- ☐ Three (3) letters of recommendation either signed and on letterhead of reviewer or submitted via the recommendation form (downloadable form: [bit.ly/cobrecform](http://bit.ly/cobrecform)). These may be uploaded to your myUNT account or your recommender(s) may email them directly to [RCoBMasters@unt.edu](mailto:RCoBMasters@unt.edu).
- ☐ Complete interview if required (only for applicants to the MBA in Management or Sports Entertainment Management cohorts)

### Application Deadlines

Desired Starting Semester	Domestic Applicant Deadline	International Applicant Deadline
Summer	April 15	March 15
Fall	June 15	May 15
Spring	October 15	September 15

\*GMAT and GRE information and waivers: Scores may not be more than (5) years old. Recommended scores: GMAT 520-570 or GRE 153 verbal and 154 quantitative. You must request official scores be sent to the Toulouse Graduate School at UNT (GMAT code is 6DP-AM-55 and GRE code is 6481).

List of waivers: [bit.ly/cobwaiver](http://bit.ly/cobwaiver)

Email [RCoBMasters@unt.edu](mailto:RCoBMasters@unt.edu) if you have questions about the GMAT/GRE requirement.

For GMAT information, visit: <https://www.mba.com/>.

For GRE information, visit: <http://www.ets.org>

\*SOP Requirement for MBA in Music Business Applicants: In lieu of above SOP, submit 300 to 500 words describing musical experience, career goals, interests, and reasons for interest in the MBA in Music Business. Include links(s) to portfolio, website, and/or videos evidence of musical activity and experience.