ADMISSIONS

Application Requirements

Additional Application Information

Important Notes
• The priority deadline for merit-based scholarship consideration is January 19.
• Applications must be submitted online and require a $130 non-refundable application fee.
• International students requiring a visa to study in the United States should apply for the fall 2018 term by April 15.
• Admission to the JD/MBA program requires a separate application and successful admission to the Fordham University School of Law.
• Applicants to the MS in Nonprofit Leadership should submit completed applications to the Fordham University Graduate School of Social Service.
• Applicants to the MS in Healthcare Administration should submit completed applications to the Fordham University Graduate School of Arts and Sciences.

Academic Transcripts

Official academic transcripts should be sent directly from the degree-granting institution or academic records agency. Please use the following address:

Fordham University Gabelli School of Business
Graduate Admissions Office
Martino Hall
45 Columbus Avenue, 4th floor
New York, NY 10023

Academic Credentials Verification

All students who have completed an undergraduate degree outside of the United States are required to submit official transcripts and submit a third-party evaluation of their academic credentials. Academic credential evaluations are accepted from any NACES recommended service provider.

Admissions Interviews

Admissions interviews are an important component of our comprehensive and holistic evaluation process. All applicants who are offered admission to our graduate business programs will have a completed admissions interview on file.

Applicants may self-schedule an admissions interview before October 13 or will be considered by our admissions committee for an interview after submitting an application. Interviews are a required part of the application and applicants are strongly encouraged to take advantage of our open interviews from September through October. If an applicant chooses not to take advantage of our open interview season, you may be contacted at a later date to interview with our admissions committee. The admissions committee may also render a decision without an interview if it feels that it has sufficient information to do so.

Here are a few notes about the admissions interview:
• Interviews are conducted by members of the admissions staff.
• While you may schedule an interview without an application, you are required to start your application prior to the date of your scheduled appointment. Starting an application only requires the selection of an application deadline; you do not need to have filled out the application further.
• Self-scheduled interviews conducted prior to October 13 are “blind” in that the interviewer will only have access to your résumé. If you are invited to interview after October 13, the interviewer will have access to all submitted admissions material.
• Applicants should prepare for a 25- to 30-minute interview.
• Interviews are offered on select days throughout the week on a space-available basis. Interviews should be scheduled at least ten (10) days prior to the date you would like to interview.

Language Proficiency

All applicants whose native language is not English must submit an original TOEFL or IELTS test score. Exceptions:

• Applicants who have completed an undergraduate or graduate degree at an institution where the primary language of instruction is English and is located in a country in which the official language is English.

The Gabelli School of Business reserves the right to evaluate an applicant’s language proficiency based on the admissions interview, the TOEFL or IELTS test score, and an additional language proficiency exam (given by Fordham University) prior to the enrollment term. Depending on the outcome of the language proficiency assessment, an intensive language and culture program may be required prior to the enrollment term.

Tuition, Fees, and Financing

Up to date information regarding Tuition & Fees and Financial Aid can be found on the Fordham website.

“Relocation Insurance” for Working Professionals

If part-time students are required by their employers to relocate to other parts of the United States before they can complete their Fordham MBA, an organization known as Jebnet— the business program network of U.S. Jesuit colleges and universities—allows them to complete their degree requirements at a cooperating nearby institution after their move.

Students in this special situation can complete their MBA without the loss of significant credits that often can occur when transferring between schools. Network institutions include:

• Boston College
• Canisius College
• Creighton University
• Fairfield University
• Fordham University
• Gonzaga University
• John Carroll University
• Loyola College in Maryland
• Loyola Marymount University
• Loyola University Chicago
To participate in this program, students must be accepted to the partner school. Fordham students who have completed less than half of their MBA core and elective courses at the time of a move will receive their degrees from the university to which they move. Those who have completed more than half of their degree requirements will complete the Fordham degree requirements at the Jebnet school nearest to their new home.

MBA students who find themselves in a situation of this nature should contact Ilze Frierson, assistant dean and lead graduate advisor, at frierson@fordham.edu or 212-636-7802.

Students from other Jebnet schools wishing to attend Fordham for a similar reason should contact the Office of Admissions at 212-636-6200 or admissionsgb@fordham.edu.

To learn more about Graduate Admissions, please visit the Fordham website.

**Degree Programs**

Fordham’s MBA and MS programs accept applications from qualified students who hold bachelor’s degrees or the equivalent from accredited undergraduate institutions. The admissions committee considers a number of factors: academic background; Graduate Management Admissions Test (GMAT) or Graduate Record Examination (GRE) results; professional résumé and quality of work experience; personal statements and recommendations.

Admission to the graduate business programs is highly competitive. Fordham is committed to creating a diverse academic community of students who are intellectually motivated and well-suited for professional leadership in a global economy.

The business school’s admissions philosophy is based in cura personalis, a Jesuit principle that means “care for the whole person” and that entails deep respect for each individual and his or her potential. The admissions committee carefully reviews each application. Areas of consideration include academic performance and potential, managerial and leadership promise, and overall professional goals and aspirations.

Admissions interviews are an important component of our comprehensive and holistic evaluation process. All applicants who are offered admission to our graduate business programs will have a completed admissions interview on file.

**Timetable and Deadlines**

Depending on your graduate program of interest, you may have the option to apply for fall, spring, or summer enrollment. The admissions committee reviews applications in rounds and decisions are made only once an application is fully complete with all documents submitted. You can find deadlines and decision release dates here.

**Standardized Testing**

Most programs require applicants to submit a GMAT or GRE score. Applicants must submit an official copy of their score reports, which are valid for five years from the test date. Additional GMAT and GRE websites, respectively.

The Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS) is required of all applicants whose native language is not English and who have not completed an undergraduate or graduate degree at an institution where the language of instruction is English and in a country whose official language is English. TOEFL and IELTS results are valid for two years. Information about these tests may be obtained online at the TOEFL or IELTS websites.

An international student may be required to take a language test administered at Fordham University’s Institute of American Language and Culture (IALC) to determine whether English as a Second Language classes should be part of their required graduate business program of study.

**Online Application**

With the exception of an applicant’s official undergraduate transcripts, which can be submitted via mail or in person, all portions of the application, including personal statements, professional résumé, and recommendation letters must be submitted electronically. Applicants will be able to upload a copy of their transcripts, but the admissions office still will require the official version of those transcripts to be mailed from an applicant’s prior university or universities.

To apply online, please visit the admissions section of our web site.

**Doctoral Programs**

**Ph.D. Admissions**

Each application to the Gabelli School of Business Ph.D. program receives a thorough and complete evaluation.

Applicants are evaluated on two primary criteria:

1. Demonstrated past success in university programs
2. Potential ability in the field as an academic scholar

It is expected that most applicants to the Ph.D. program will hold a graduate degree from an accredited university in business or a related field, such as an M.S. in economics, finance, mathematics, operations research, psychology, or statistics.

Transfer students from other Ph.D. programs, particularly in economics, are strongly encouraged to apply. Students may receive consideration for transferred credits based on previous coursework and degrees. Applicants without graduate degrees or with general questions about their eligibility are encouraged to email businessphd@fordham.edu.
Application Materials
Applicants must provide all of the following materials:

Statement of Purpose
This one- to two-page statement should introduce the applicant, provide a summary of past academic achievements, indicate what he or she hopes to accomplish, and explain the choice of both a business Ph.D. in general and the Gabelli School program in particular.

CV/Résumé
An updated CV or résumé should detail all relevant academic and/or professional experience and achievements.

Writing Sample
A writing sample demonstrating strong research and writing skills is required. The writing sample should ideally be a research paper in the area of the applicant’s interest, such as a master’s thesis or a seminar paper.

Transcripts and GPA
Official transcripts in support of all previously earned degrees must be sent to Fordham directly from the issuing institution. It is expected that applicants have maintained a minimum GPA of 3.5. All international transcripts and related documents must be evaluated by World Education Services (WES). Given the time involved in the evaluation process, unofficial transcripts may be submitted as placeholders; however, any admissions decision is conditional upon eventual evaluation of all international transcripts.

Letters of Recommendation
Three letters of recommendation are required; at least two of these must be written by professors or academic research practitioners.

GMAT/GRE
A valid GMAT or GRE score is required. The minimum expected GMAT score is 700, and the minimum expected GRE score is 160 verbal reasoning / 160 quantitative reasoning / 5 analytical writing.

TOEFL/IELTS
International applicants who have not earned their previous degree(s) at a university in the United States or another English-speaking country must submit a valid TOEFL or IELTS score. The minimum expected TOEFL score is 105, and the minimum expected IELTS score is 7.5.

Interview
Applicants who meet the above requirements may be interviewed by the doctoral program committee.

Application Fee
The application fee is $75.

DPS Admissions
A minimum 3.0 grade point average is desired.

Applicants who earned their previous degree(s) in a language other than English must demonstrate proficiency in English via standardized tests such as the GMAT and TOEFL.

The Gabelli School admissions office selects candidates to interview based on their review of three primary criteria:

• Assessed potential to complete the DPS program and to contribute to development in an organization or a community of business practice

Certificates
Certificate program applications are accepted from any candidate who has successfully completed an MBA, MS, or comparable graduate degree. As long as they meet the criteria for a given program, alumni of Fordham’s graduate business programs are guaranteed acceptance to certificate programs.

Application Procedure
Certificate program applicants must submit:

• Online application
• Official undergraduate and graduate transcripts
• Professional résumé
• Non-refundable $130 application fee

Even though Fordham graduate business alumni are guaranteed certificate program acceptance if they meet eligibility requirements, they still must submit an application, supporting documents, and the non-refundable $130 application fee. Please see the admissions section of our web site for more information and the online application link.

Please note: If an application is still incomplete after the deadline, it is at the discretion of the Admissions Committee to defer review of an application until the next term.

Pre-Degree
International Business Bridge
The IBB is for international students who hold the equivalent of a four-year bachelor’s degree. In certain cases, it replaces the final year of university; please check with your school and with Fordham to make this determination.

To apply, candidates must submit a completed online application.

Program Tuition
The IBB program offers start dates in September and January.

Tuition is $29,950 and covers two terms: fall and spring (for students who begin in October) or spring and summer (for students who begin in February).

For more information about IBB or its specific admissions requirements, please contact Greg Cooper, Director, at ibb@fordham.edu, Barrilero1 on WeChat, or +1-212-636-7301.

Pre-MBA
To participate in the Pre-MBA, you need:

• A bachelor’s degree or equivalent from an accredited undergraduate institution
• A completed online application
• One essay
• All official undergraduate and graduate transcripts
• A professional résumé
• $130 application fee
For more information on all of the above, and to apply, visit our Admissions Office page.