



# OLD DOMINION UNIVERSITY

Master of Business Administration

## MBA GMAT/GRE Waiver Request

### Objective

The Old Dominion University MBA program will consider GMAT/GRE waiver requests for high potential candidates by considering application elements that demonstrate the ability to take on the rigor of graduate level studies.

### Applicant Considerations

- **A request for waiver does not guarantee that a waiver will be granted.**
- GMAT scores are strongly considered for various Strome College of Business (SCB) and ODU scholarship opportunities. By not submitting test scores, applicants disqualify themselves from consideration for these forms of aid.
- GMAT/GRE scores are a key element in determining merit for Graduate Assistantships, by not submitting test scores applicants may not be considered for certain assistantships.
- Requests will be evaluated by a committee and committee decisions are final.

### Eligibility

To qualify for a waiver, applicant must meet specific criteria in one of the following categories and complete the admission application form online:

#### **Terminal Degree**

Hold a master's degree or a terminal degree (e.g., MD or JD) from a regionally or professionally accredited university or a US graduate degree equivalent.

#### **Experience/Academics Combination**

At least 5 years of full-time professional, progressive work experience at the managerial level in the private or public sector, with demonstrated career advancement, AND a minimum undergraduate cumulative GPA of 3.2\* from a regionally accredited institution.

\*Further GPA consideration may be given depending on degree granting institution and / or field of study.

#### **Military Experience/Academics Combination**

At least 3 years of full-time O3 or higher or E7 or higher level experience AND an undergraduate degree from a regionally accredited institution with a minimum cumulative undergraduate GPA of 3.2\*.

\*Further GPA consideration may be given depending on degree granting institution and / or field of study.

#### **Recent/Currently enrolled high potential undergraduates**

*(Applies for up to one year prior and post graduation.)*

Cumulative GPA  $\geq$  3.5.

#### **Expired GMAT or GRE test scores (NO OTHER TESTS CONSIDERED)**

Official documentation of expired GMAT or GRE scores that meet or exceed current program requirements.

#### **To apply for all options, submit the following:**

1. GMAT/GRE Waiver Request Form
2. Copies of all college/university transcripts
3. Each option may require additional credentials
4. Confirm submitted regular admission application form

#### **Deadlines to apply:**

Fall admission - May 1  
Spring admission - October 1  
Summer - February 1

Submit this form and required materials to the MBA program office at [mbainfo@odu.edu](mailto:mbainfo@odu.edu).

**Do not send GMAT/GRE waiver requests to ODU Graduate Admissions, or the process will be significantly delayed. The review process may take up to four weeks and waiver decisions will be sent by email. Waiver decisions are final.**



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Master of Business Administration

## MBA GMAT/GRE Waiver Request

Name: \_\_\_\_\_ UIN: \_\_\_\_\_ Birth date: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State/Country: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Email: \_\_\_\_\_

Preferred phone: \_\_\_\_\_  cell  work  home Semester applied: \_\_\_\_\_

Alternate phone: \_\_\_\_\_  cell  work  home

### Option 1: Possess Advanced Degree

Hold a master's degree or a terminal degree (e.g., MD or JD) from a regionally or professionally accredited university or a U.S. graduate degree equivalent.

Degree Earned:  Master  Doctorate (PhD, DBA, etc.)  Professional (MD, DO, JD, etc.)

Other: \_\_\_\_\_

Institution attended: \_\_\_\_\_ Graduate GPA: \_\_\_\_\_

Degree field: \_\_\_\_\_ Year graduated: \_\_\_\_\_

Entrance Exam Taken (if applicable):  GRE  LSAT  MCAT  Other: \_\_\_\_\_

Score (breakdown): Total: \_\_\_\_\_ Quant: \_\_\_\_\_ Verbal: \_\_\_\_\_

Date taken: \_\_\_\_\_

To apply, in addition to the GMAT Waiver Request Form and transcripts, please submit:

1. Test score reports, if applicable.
2. Current Resume
3. A one-page written request that outlines professional and academic experience and preparedness for graduate-level rigor. Include any professional certifications.

### Option 2: Experience/Academics Combination

At least 5 years of full-time professional, progressive work experience at the managerial level in the private or public sector, with demonstrated career advancement, AND a minimum undergraduate cumulative GPA of 3.2\* from a regionally accredited institution or a US graduate degree equivalent.

\*Further GPA consideration may be given depending on degree granting institution and / or field of study.

Institution attended: \_\_\_\_\_ Undergraduate GPA: \_\_\_\_\_

Degree field: \_\_\_\_\_ Year graduated: \_\_\_\_\_

Current Employer: \_\_\_\_\_ Current Title: \_\_\_\_\_

Years of full-time professional work experience at the managerial level: \_\_\_\_\_

Years of management of people, resources, or projects: \_\_\_\_\_

To apply, in addition to the GMAT Waiver Request Form and transcripts, please submit:

1. Current resume
2. A one-page written request that outlines professional and academic experience and preparedness for graduate-level rigor. Include any professional certifications

### ○ Option 3: Military Experience/Academics Combination

At least 3 years of full-time O3 or higher or E7 or higher level experience AND an undergraduate degree from a regionally accredited institution with a minimum cumulative undergraduate GPA of 3.2\*.

\*Further GPA consideration may be given depending on degree granting institution and / or field of study.

Institution attended: \_\_\_\_\_ Undergraduate GPA: \_\_\_\_\_

Degree field: \_\_\_\_\_ Year graduated: \_\_\_\_\_

Current military affiliation:  Active duty  National Guard  Reserve  Retired

Highest/Current Rank (O3, 4, 5, etc. or E7, 8, 9, etc.) \_\_\_\_\_ Years at rank: \_\_\_\_\_

If office, note path to commission:  ROTC  Academy  OCS  Direct

To apply, in addition to the GMAT Waiver Request Form and transcripts, please submit:

1. Current resume
2. A one-page written request that outlines professional and academic experience and preparedness for graduate-level rigor. Include any professional certifications.

### ○ Option 4: Recent/Current high potential undergraduates (available up to one year prior and post graduation)

Cumulative GPA  $\geq$  3.5.

Degree field:

Undergraduate cumulative GPA: \_\_\_\_\_ Date of graduation (expected): \_\_\_\_\_

To apply, in addition to the GMAT Waiver Request Form and transcripts, please submit:

1. Current Resume
2. A one-page written request that outlines academic experience and preparedness for graduate-level rigor and how MBA fits career goals.

### ○ Option 5: Expired GMAT or GRE test scores (**NO** other tests considered.)

Official documentation of expired GMAT or GRE scores that meet or exceed current program requirements.

Entrance Exam Taken:  GRE  GMAT

Score (breakdown): Total: \_\_\_\_\_ Quant: \_\_\_\_\_ Verbal: \_\_\_\_\_ Date taken: \_\_\_\_\_

To apply, in addition to the GMAT Waiver Request Form and transcripts, please submit:

1. Test Score Reports
2. Current Resume
3. A one-page written request that outlines academic and professional experience and preparedness for graduate-level rigor. Include any professional certifications.

Complete the admission application online and then submit this form and required materials to the MBA program office at [mbainfo@odu.edu](mailto:mbainfo@odu.edu).

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