The College of Business and Economics (CBE) examines each candidate's potential, taking into consideration all academic and work experience, level of responsibility at work, and other factors that may have a bearing on the individual's potential for success. Applicants are evaluated on the merits of their own application in comparison with those of all other applicants for the quarter.

Applicants without proper documentation, i.e., official transcripts, test scores, employment history, essays, etc., will not be processed. Recommendation for admission will only be based upon files that are complete.

Students who are admitted but do not register in the quarter for which they applied must reapply through CSU Mentor and pay another application fee if seeking admission to any future quarter. There is no deferred admission. Reapplication to the CBE is not necessary if readmission is sought within one academic year. Students who seek to reactivate their CBE graduate program application file for admission consideration must send a letter to the Associate Dean, indicating the quarter for which they would like to seek admission.

### Application Process

<table>
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<th>Quarter</th>
<th>CSU Mentor Filing Periods (step 1)</th>
<th>Department Deadline (step 2)</th>
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| Fall 2015  | October 1st 2014 - March 31, 2015 • International Students  
                         October 1st 2014 - June 1, 2015 • Domestic Students | July 15, 2015               |

### Academic Quarters

- **Winter**
  - January

- **Spring**
  - April

- **Fall**
  - September
Admission to the MBA at the College of Business and Economics is a two-step process. Students must satisfy both the University and the College requirements:

**Step 1 - CSU Mentor Graduate Application (University Requirements)**

- Submit an official CSU Graduate Application to the University at [www.csumentor.edu](http://www.csumentor.edu) (You will need to create an account in order to fill out the application)
- Submit official, *sealed transcripts*, which must include verification of the bachelor's degree
- Have an overall grade point average (GPA) of at least 2.5 (4.0=A) and good standing at the last college attended

**International students must also submit additional admission requirements:**

- Submit a TOEFL score of at least 80 (internet based test), 213 (computer version) or 550 (paper version) for those applicants who earned a bachelor's degree from a school where English was not the principal language of instruction. The University also accepts other English proficiency test scores, such as IELTS (Band 6) and PTE (53)

If you have any questions regarding the International Student required documents, contact the College of Professional and Global Education International Programs International Office at (323) 343-3170 or international@calstatela.edu

Upon completion of the application through CSU Mentor (Step 1), applicants will be instructed in a bounce-back notice to submit the following materials directly to the College of Business and Economics:

**Step 2 - College Application Packet (College Requirements)**

- A separate Graduate Program Application form
- A GMAT or GRE score report. A GMAT score of 500 or higher ([www.gmat.com](http://www.gmat.com)). The College also accepts a GRE ([www.ets.org](http://www.ets.org)) test score of 300 or higher (under the new test scale)
- Three letters of recommendation from individuals who can attest to the applicant's ability to pursue graduate studies. References from employers and faculty members are acceptable
- A detailed resume or curriculum vitae showing the applicant's work experience

Please mail or email your complete packet to:

Attn: Jane Ratan  
Graduate Admission ST F124  
College of Business and Economics  
California State University, Los Angeles  
5151 State University Drive  
Los Angeles, CA 90032