



1. Is this the right program for me?

- I have a bachelor's degree from a regionally accredited college or university.
- I have at least 2 years of postgraduate professional experience.
- I want to further my education and develop business management skills in accounting, finance, marketing, entrepreneurship, and more.

2. Before Applying

- Review the [program](#).
- Attend an informational [webinar](#).
- Contact an enrollment advisor via [email](#) or by calling [202-921-3413](#) to discuss:
 - Program start dates
 - Weekly time commitments
 - [Curriculum](#) and career goals
 - International immersion opportunities
 - [Funding your MBA](#)
- Speak with your employer to explore tuition assistance options and discuss your plans to pursue a graduate degree.

3. Application Process

- Schedule an in-depth application walkthrough** with an enrollment advisor to review requirements, best practices, and your timeline to submit your application.
- Start your [application](#)** and gather the following materials:
 - Personal Statement** of 2-3 pages.
 - Transcripts** from all undergraduate and graduate institutions attended, including schools where you did not earn a degree. You can provide unofficial transcripts for the application process, however, official transcripts must be provided if admitted to the program.

- GMAT or GRE Scores** are required, but waivers may be available for applicants who exceed the educational and professional experience criteria.
- Two Letters of Recommendation** that address your intellectual and personal capabilities. They may come from a supervisor, a member of academia, a mentor, and/or someone who can attest to these capabilities.
- Resume or Curriculum Vitae (CV)** detailing all previous work experience.
- Pay your \$123 application fee** (non-refundable).
- Review and apply for [financial aid](#).

4. Next Steps for Admitted Students

- Pay your \$300 enrollment fee** to reserve your seat in the upcoming cohort.
- Send your official, final transcripts [electronically](#)** (preferred) via the National Student Clearinghouse or a secure University of the Registrar system, or have them mailed to:

**Howard School of Business
Office of Graduate Programs
Attn: Online Executive MBA
2600 6th Street, NW, Room 236
Washington, DC 20059**
- Connect with a support coach** who will help you prepare to start your program.
- Review course materials** prior to the start of the semester.
- Confirm your internet connection** has sufficient bandwidth for video calls.
- Download [Zoom](#)** and create your account before your first class so you are ready to connect with your professors and peers.

For questions about our program, admissions requirements, and/or application process, contact our enrollment team via [email](#) or by calling [202-921-3413](#).