

ADMISSIONS:

Are there any prerequisites for admission to the Carlson Executive MBA program?

The prerequisites for applying to the Carlson Executive MBA program are a bachelor's degree from an accredited college or university (regardless of major), a minimum of six years of full-time, professional work experience, and you must be currently employed. Some foreign students may need to take the TOEFL (Test of English as a Foreign Language), Pearson Test of English, or the IELTS, as well.

Does my work experience need to be management experience?

The Executive MBA program will look at the type and quality of experience that you have achieved. We are looking to see that applicants have successfully managed new and diverse challenges, while progressing in their chosen profession. Management experience can be both people management and project or product management. We prefer a minimum of 2 years of management experience.

Is the degree from the Executive MBA program different from one that is received in the Full-Time or Part-Time MBA program?

No. All graduates of the MBA programs from the Carlson School of Management receive a Masters of Business Administration (MBA) from the University of Minnesota. The Executive MBA program is designed for more experienced professionals who wish to complete their program in a format convenient for them and their career. The curriculum and faculty are the same as our other MBA programs at the Carlson School. To learn more about executive MBA degrees in general, you may want to visit the website of the Executive MBA Council at: www.executivemba.org.

Is the GMAT required for admission?

The Carlson Executive MBA does not require the GMAT for admission. We do, however, recommend it for those applicants who do not have a strong academic record or who have concerns about the overall strength of their application.

What is the application process for the Executive MBA program?

The Carlson Executive MBA accepts applications on a rolling basis and admissions decisions are made once your application is complete. We recommend that applicants submit pieces of their application as soon as they are completed. You do not need to submit everything at once. The Executive MBA admissions staff will collect your various application pieces and contact you to schedule your admissions interview. The Carlson Executive MBA's priority deadline is April 1. Applications that are not complete by this deadline (that includes completing the admission interview) will be held and processed in a batch admission procedure to fill any remaining seats. Our application and directions to apply are here: <https://carlsonschool.umn.edu/degrees/master-business-administration/executive-mba-minneapolis/admissions/apply-executive-mba>

What if I apply after the deadline?

The Carlson Executive MBA program reviews all applications that are received. For any applications received after our deadline, admissions decisions are made on a space-available basis. If the class is full, we will make a decision on your application for the following year and place you on a waitlist for the current admission period.

When will I receive an admission decision?

You will receive an admission decision via email, with a hard copy following in the US Mail, within 1-2 weeks of completing your application, although typically within a few days. We do not give admission decisions over the phone.

Can I defer my admission?

Occasionally, students defer admission due to family or work situations. We will transfer your decision to the following year and get a new admission letter out to you that year.

Does my undergraduate degree need to be in business? Does my work experience need to be in business?

You are not required to have an undergraduate degree in business. The Carlson School of Management recruits and admits individuals from a broad range of academic and professional backgrounds. We are looking to see that applicants have successfully managed new and diverse challenges while progressing in their chosen professions.

Do applicants with foreign credentials need to meet special requirements?

A foreign credentialing check is required to determine that the undergraduate degree is equivalent to a U.S. bachelor's degree. Additionally, students who are not native English speakers from the following countries (United States, the United Kingdom, Australia, Ireland, Canada, or New Zealand) must take one of the following English language proficiency tests: the TOEFL, IELTS, Pearson Test of English. If the applicant has completed the last two years of their baccalaureate degree or one year of graduate school in the United States, the United Kingdom, Australia, Ireland, Canada, or New Zealand they are exempt from the TOEFL, IELTS, and Pearson exams.

How many credits need to be completed to earn an MBA through the Executive MBA program?

A total of 49.5 credits is required to complete the MBA degree through the Executive MBA program.

Is it possible for me to register for some MBA courses before being admitted to the program?

No. The Carlson School's MBA classes are not open to the general public. We guarantee our current students that everyone in class with them went through the same application process that they did, thereby ensuring the quality of class discussions, group work, etc. You may want to join us for a class visit to experience the program first hand, before you apply. If you are interested in a class visit, please contact Jacquelyn Wingfield: wingf002@umn.edu or 612-626-8129.

Why should I choose an executive MBA program over a full-time or part-time program?

If you have the necessary work experience, the executive MBA program may be a richer experience for you by allowing you to study amongst your professional peers, as well as complete the degree through a program that provides the appropriate level of services and networking opportunities for experienced professionals.

Can I speak with an Alumnus of the Carlson Executive MBA program?

Certainly! We would be happy to connect you with one of our many Carlson Executive MBA Alumni Ambassadors who look forward to sharing their experiences with you. Please email Jacquelyn Wingfield at: wingf002@umn.edu for more information.

How can I learn more about the Carlson Executive MBA program?

The best way to learn more about the Executive MBA program is to attend an information session, informational lunch, or class visit opportunity, where you can meet our admissions staff, hear the perspectives of current students, experience the classes first hand and find answers to your questions.

TUITION & FINANCIAL AID**What are the tuition costs for the Executive MBA program?**

Tuition for students entering the program in Fall 2017 will be set by the UMN Regents in Summer 2017. The program fee for the class that started in Fall 2016 was \$57,250/year. Typically, our tuition increases are small (2-3% or flat). Please check our website for updates. The program fee covers tuition and fees, books, other class materials, laptop and software for the program, meals, parking, parking and meal costs for the two immersion weeks, and some costs of the international residency. Costs of the international residency that **are** covered include: lodging, ground transportation to and from all official visits and orientation dinners. Airfare to and from the residency site is **not** included and is the responsibility of the student.

Is financial aid available?

The University of Minnesota's Office of Student Financial Aid makes available financial assistance in the form of Federal and Private educational loan programs. Executive MBA students are not eligible for fellowships or scholarships from the University of Minnesota. Most of our students utilize some form of financial aid.

Is corporate support required to participate in the Executive MBA program?

There are two types of corporate support: time off and financial sponsorship. Organizational support in the form of time off to attend class is the only corporate support required by the Carlson Executive MBA program. There is no required level of financial sponsorship required and we do not consider financial sponsorship in the admission decision process.

PROGRAM AND CURRICULUM:**What is the structure of the Executive MBA program?**

The Carlson Executive MBA program is delivered as a lock-step, cohort program, which means your schedule of courses is predetermined and that you go through the entire program with the same group of students (your cohort).

When are classes held?

Classes are held on Fridays and Saturdays, predominantly on alternate weekends although there are some back-to-back weekends each semester. Class days begin at 7:30 a.m. and end at 4:30 p.m. on each class day.

How long does it take to earn the degree?

From orientation to graduation, the program length is approximately 20 months. This includes the fall and spring semester for year 1 and then the fall and spring semester for year 2. You do not have classes during the summer in between those two years.

What if I travel a lot for work or may need to miss a class?

Many, if not most, of our Executive MBA students travel for work, and our faculty are aware of the tensions and challenges in balancing a busy career with graduate study. Policies and standards vary by professor. Our faculty members are as flexible as possible about issues regarding professional travel. You should work directly with your instructors to work out such issues. If you do need to miss class for travel or any other reason, you should immediately contact your professor, along with your study team members. The Executive MBA program records all class sessions using MediaSite and posts them on your online course Moodle sites. MediaSite is a technology that allows students to click on a link and view video recordings of their courses that are synced with any powerpoint presentations or videos that accompany the course.

How are study teams formed? Will they change throughout the program?

Executive MBA study groups are formed by the program office and are created to provide teams with diverse perspectives, educational backgrounds, careers, international backgrounds and overall experiences to enhance their learning and networking opportunities. Study groups are rotated between the first and second years of the program.

What is Immersion Week?

The Carlson Executive MBA program includes two immersion weeks which occur at the beginning of each school year. Immersion weeks allow for study team building, networking, and a focused academic start each fall.

What is the curriculum of the Executive MBA program?

The Carlson Executive MBA program has a strategic management focus, with an understanding of the global environment. In the first year of the program, students complete a series of MBA core courses, which cover the basic functions and tools of business. The second year courses explore the broader context of business and help you develop the ability to deal with complex management challenges, as well as develop a deeper global perspective.

What is the International Residency?

The International Residency is a half-semester course that includes 9-day trip abroad as a cohort. Led by senior faculty, the residency incorporates speakers, projects, and team presentations. Along with company visits and plant tours, you may attend presentations, discussions, and lectures by government officials, business leaders, or local professors.

What is the Global Virtual Team Project?

The Global Virtual Team Project, or VTP, is a unique project where CEMBA students are placed on teams with students from our Global Executive MBA programs in China and Austria. Students work virtually for a large part of their second year in the program and come together at the Carlson School the week prior to graduation, to present their projects

to a panel of faculty and peers from all three programs. This is the only program like this in the world.

How much time outside of class will I spend per week on homework/group work?

The general guideline is that you will spend two times the amount of class time on assigned readings and team projects outside of the classroom, which means approximately 15 to 20 hours per week. The first semester is the most intensive and will require at least 20 hours of work time out of the classroom.

What kinds of career services are available through the Executive MBA program?

The Graduate Business Career Center offers a variety of services and programs that help students in finding the right job and in determining their career path. These services include resume critiques, mock interviews, career counseling, job search workshops, job postings and national job fairs.