

## MBA INTERNATIONAL QUICK FACT PROFILE SHEET

**Name of the Institution** \_\_\_\_\_ Union Graduate College [www.uniongraduatecollege.edu](http://www.uniongraduatecollege.edu)

**Program Dean** \_\_\_\_\_ Alan Bowman, (bowmana@uniongraduatecollege.edu/518-631-9887)

**Int'l Student Admin. -Advisor :** \_\_\_\_\_ Rhonda Sheehan, (sheehanr@uniongraduatecollege.edu/518-631-9835)

**Int'l Student Academic Advisor** Peter Otto, (ottop@uniongraduatecollege.edu/518-631-9885)

**Title and Description** Master of Business Administration  
Master of Business Administration in Healthcare Management  
Certificate Programs in Human Resources, Healthcare, and Leadership

**Accreditation** The MBA is accredited by AACSB International. The MBA in Healthcare Management is also accredited by CAHME.

**Location** The College is located in the Capital Region of New York State, which is about three hours from Boston, New York City and Montreal. The Capital Region offers the benefits of a growing business environment, as well as a wide array of cultural, intellectual and outdoor activities.

**Course Structure** The MBA program is comprised of 20 courses, although course waivers based on previous course work may reduce the number of courses required. Up to eight courses may be waived with the approval of the faculty waiver committee. All full-time MBA candidates without sufficient work experience are required to complete a graduate internship.

The average class size is 18 students. The faculty to student ratio is low, therefore students receive a great deal of individual attention.

The College operates on a trimester system (ten week terms plus exams) with two additional five week summer terms. Fall term begins in September, Winter term begins in January, Spring term begins in March and the Summer terms begin in June and July. Most courses meet once a week for three and a half hours during a regular trimester term. Students may enroll at the beginning of any of the five terms.

**Internships** The graduate internship is a requirement of the MBA program for students without sufficient work experience. The College assists students with finding an internship position. Many of the internships are paid positions.

**Program Length** The amount of time needed to complete the degree requirements will vary depending on the student's academic background. Full time students generally complete the program in 18 to 24 months. F1 and J1 students are required to enroll as full-time students. Part time students will take longer depending on how many courses they take per term. Course waivers may decrease the length of the program.

*See reverse side*

## ADMISSION REQUIREMENTS

**Degree Requirements** Admission is based on post-secondary academic record, standardized test results, career goals, and personal recommendations. A Bachelor's Degree (four year) is required to be considered for admission. A minimum GPA of 3.0 is required. Transcripts must be translated by WES, a translation service.

**Standardized Tests** **English Language Ability:**  
Test of English as a Foreign Language (TOEFL) – Must score a minimum of 213 on the computer based **or** 550 on the paper based **or** 80 on the internet based TOEFL. Non-U.S. applicants who have not studied for at least two years in an English-speaking program must also submit an official score from the TOEFL

Or

International English Language Testing System (IELTS) - Overall score of 6.0 (with a potential request for a telephone interview)

**GMAT Score** – A minimum 500 is required

**GRE Score** – equivalent rated to 500 GMAT

### **Application Pieces**

- Application Page & Application Fee
- All College Official Transcripts
- Professional transcript evaluation
- Three letters of recommendation
- GMAT or GRE score
- Resume
- TOEFL/IELTS score- Fluency in English
- Telephone interview may be required
- Professional evaluation of your transcripts\*

\*This must be by an independent professional organization such as WES (WES.org).

**Note** Admission can be deferred for up to one year. Work experience is not required.

**Tuition & Costs 2011-12** (estimated annual costs- program takes up to 2 years):

Application Fee	\$60 US
Program Fees	\$350 US
Tuition:	\$24,660 US (9 courses – appx ½ the program)
Housing	\$8,800 US
Books & Supplies:	\$1200
Health Insurance:	\$900 US

**Scholarship** Merit Scholarship (up to a maximum of 50% off tuition) is available based on a combination of the student's GMAT score and previous college performance (GPA). Paid student assistantships are available. Many students also earn money through paid internships.

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