NEW YORK UNIVERSITY
LEONARD N. STERN
SCHOOL OF BUSINESS

THE LANGONE PROGRAM
A PART-TIME MBA FOR WORKING PROFESSIONALS
APPLICATION 2004-2005
GENERAL INFORMATION

Please read this important information carefully before starting the application.

APPLICATION DEADLINES FOR 2004-2005

<table>
<thead>
<tr>
<th>Term:</th>
<th>Fall 2004</th>
<th>Spring 2005</th>
<th>Fall 2005</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application due:</td>
<td>May 15, 2004</td>
<td>September 15, 2004</td>
<td>May 15, 2005</td>
</tr>
<tr>
<td>GMAT taken no later than:</td>
<td>May 15, 2004</td>
<td>September 15, 2004</td>
<td>May 15, 2005</td>
</tr>
<tr>
<td>GMAT not older than:</td>
<td>January 1999</td>
<td>January 2000</td>
<td>January 2000</td>
</tr>
<tr>
<td>TOEFL taken no later than:</td>
<td>May 15, 2004</td>
<td>September 15, 2004</td>
<td>May 15, 2005</td>
</tr>
</tbody>
</table>

You must take your GMAT and TOEFL before submitting your application to Stern.

General Admissions Qualifications

Our Master of Business Administration (MBA) degree is open to qualified persons who hold a four-year bachelor's degree from an accredited college or university in the United States or an equivalent degree in a foreign country.

Our admissions process is highly selective, and the Admissions Committee evaluates each piece of the application carefully, looking for excellence and potential in all areas. Information provided in your application allows us to evaluate the following in comparison to the overall applicant pool:

* **Academic potential**: demonstrated by previous academic performance, including the level of success achieved and the quality of the program pursued. We do not require minimum cumulative grade point averages. We take into account the variance in grading systems around the world. No special undergraduate preparation is required. Stern students have very diverse academic backgrounds, including liberal arts, science, engineering, and mathematics, as well as business.

* **Personal and professional characteristics**: maturity, character, career performance, leadership ability, communication skills, and career potential as evidenced in your essays, résumé and work history, recommendations, and history of community and extracurricular involvement. Applicants come from a variety of professional backgrounds. They come to the program while moving in a wide variety of industries, such as consulting, financial services, pharmaceuticals, publishing, media, consumer products, technology, and insurance.

* **General aptitude for business**: measured by the Graduate Management Admission Test (GMAT). We do not require minimum GMAT scores.

* **Mastery of English**: for international students whose first language is not English (or who have not received a degree from an English-speaking institution), mastery of written and spoken English as measured by the Test of English as a Foreign Language (TOEFL). We do not require minimum TOEFL scores.
The Application Process
Stern uses a rolling admissions process, evaluating applications in order of their receipt and completion. The Admissions Committee often begins reading applications as early as a month before the deadline date. Therefore, it is beneficial to have your application processed and evaluated by the Admissions Committee as early as possible. For this reason, it is important that you:

- submit your application as soon as it is complete and prior to the deadline date.
- submit a complete application with all supporting materials in one package (for paper applicants).

If for any reason your application is incomplete when submitted, we will try to inform you of any missing materials. Application packets that are received or completed after the deadline are evaluated on a space-available basis.

Electronic Application Completion and Submission
You can complete your application online via the Stern website. If applying online, follow the submission instructions for our NYU Stern online application.

- NYU Stern Online Application
  www.stern.nyu.edu/mba/admissions/langone

For your convenience, all application forms are also available online and can be downloaded and printed.

E-mail Contact
You must provide an e-mail address that will be your primary means of communication with MBA Admissions. To protect your privacy, admissions decisions are available through our password protected website but are not sent out via e-mail.

Checking the Status of Your Application
http://applicant.stern.nyu.edu/statuscheck
Within ten working days of receipt of your application, we will confirm via e-mail that we have received it. This e-mail will also contain the information and password you need in order to access the MBA Application Status Check page of the MBA Admissions website. This page is available 24 hours a day and reflects the current status of your application. It is updated continuously, but it may take up to ten working days for information to be posted once we receive it.

Application Review
The Admissions Committee often begins reviewing part-time applications a month before the deadline date. The Committee reviews applications in the order in which they are received.

If your application is complete on the deadline date, you will receive a response from Stern within 8-10 weeks. If your application packet is incomplete on the deadline date (e.g., missing GMAT, TOEFL, or other items), a notification will be made six to eight weeks after we have received the missing items. Incomplete applications may not receive a decision by the notification deadline.

Notification
You will be notified via e-mail when your status has been updated on the application status page of the MBA Admissions website. You can expect a decision within 8-10 weeks of the deadline date. The notifications are as follows:

- Acceptance — You will be notified via e-mail that your status has been updated on the application status page of the MBA Admissions Website. You will then need to go to the website to view your decision.
- Invitation to interview — If you are invited to interview, you will receive the invitation and scheduling information via e-mail.
- Offer of a place on the waitlist — You will be notified via e-mail that your status has been updated on the application status page of the MBA Admissions Website. You will then need to go to the website to view your decision and respond online.
- Denial of admission — You will be notified via e-mail that your status has been updated on the application status page of the MBA Admissions Website. You will then need to go to the website to view your decision.

Only acceptance packets are sent via regular mail, in addition to being posted on the website. To protect your privacy, we will not release decisions via e-mail, telephone, or fax.

Interviews
After reviewing your application, the Admissions Committee may request an interview. An interview is available by invitation only, and the committee offers a very limited number of interviews. The interview is evaluative and provides the Admissions Committee with more information on your qualifications, career accomplishments, goals, and personal achievements.
Contacting the Chairperson
of the Admissions Committee

Correspondence directed to the Chairperson of the Admissions Committee should be e-mailed to:
admchair@stern.nyu.edu

Change of Name and/or Contact Information

If your name, e-mail, phone numbers, or street address change during the application and admissions process, update your contact information via the application status page on the MBA Admissions Website or e-mail admchair@stern.nyu.edu.

Enrollment Information

Admitted students must submit a non-refundable enrollment deposit of U.S. $1,000 by the deadline specified in your offer of admission to secure a place in the MBA program. Deposit extensions are not granted for any reason. An offer of admission is valid only for the term for which the offer is made.

Langone Program Credit Information

Students enrolled in the part-time program may register for up to 9 credits each term. Because the program is intended for working professionals, credit overloads are not permitted. All coursework must be completed within six years, and students must request a Leave of Absence if they will not be taking classes in a given semester.

Change in Status: Full-time or Part-time

Because of the integrated nature of the MBA program, you should apply for the program (full-time or part-time) in which you plan to enroll.

You may submit only one application per term, meaning that you cannot apply to both the full-time and part-time program for the same term.

Prior to First Enrollment

Part-time applicants who request a status change after the full-time deadline will be considered only after all applicants to the full-time program have been evaluated. You must submit your written request to the Admissions Committee Chairperson. The Admissions Committee will consider your request on a space-available basis. Permission to change status is not guaranteed and occurs rarely due to class size. If you request a change in status, you relinquish all consideration for the part-time program.

After First Enrollment

Students cannot change from the part-time program to the full-time program once they have enrolled. Students admitted to the part-time program may not enroll in day block courses. The full-time program involves extensive requirements and must be taken in its entirety. All other day, evening, and Saturday courses are available to part-time students, although enrollment in day courses may be restricted due to limited capacity.

Deferral of Admission

The Stern School does not defer admission to the program. You will need to reapply. (See Information for Previous Applicants).

Transfer Policy

The Stern School does not accept transfer credits. If you have already earned an MBA from another college or university within the U.S., you are not eligible for admission to the MBA program at the Stern School. For students enrolled in another NYU division prior to admission to Stern, all 60 credits of the MBA program must be completed after admission to the Stern School.

Information for Previous Applicants

Reapplication Information

Applicants who wish to reapply for a future term and are within one year of their last application can reapply under NYU Stern’s abbreviated application procedures. Reapplicants are required to submit the following application materials only:

- New Personal Data Forms
- An updated résumé and work history
- One new recommendation
- New Essay #1
- Official transcripts from any additional coursework taken since last application
- Application fee

Interviews are by invitation only, and may be part of the admissions process (please see Interviews on page 2).

NYU Stern keeps your transcripts and test scores on file for one year. Please refer to the deadline chart on page 1 to determine whether your GMAT and/or TOEFL scores are valid for the new application period.

If you are applying for a different MBA program than the one you originally applied to, you must begin a new application for admission. All forms can be downloaded from our website at:
www.stern.nyu.edu/mba/admissions/langone

Formerly Enrolled Students

Students who were previously enrolled in the Stern MBA program should contact:
The Langone Program Office
New York University
Stern School of Business
Phone: (212) 998-0590
E-mail: langone@stern.nyu.edu
Accepted Degrees
International applicants to Stern should have the equivalent of a four-year U.S. bachelor’s degree from an accredited college or university. Specific degree information listed by country is available on the MBA Admissions Website.

Diplomas/Degree Conferrals
All transcripts from institutions outside the U.S. must be accompanied by a photocopy of the diploma and/or degree conferral.

Transcripts from Institutions Outside the U.S.
All academic transcripts must be original documents bearing the institutional seal and the signature of the institution’s registrar. If an institution cannot issue a transcript to you, you must submit a letter (in a sealed envelope) from the institution stating its policy. If you cannot obtain transcripts directly from the institution and possess an original transcript, you may submit verified copies from the embassy or consulate of the institution’s country.

Certifications by a Notary Public are not acceptable. Please do not submit the original copy of an academic transcript that cannot be replaced. Each transcript should contain a list of courses taken, grades or marks earned, name of degree earned (if any), and date of degree conferral.

Non-English Transcripts
If your original transcript is not in English, you are required to submit both the official transcript and its English translation in the same sealed envelope. If the institution you attended does not provide an English translation with the official transcript, you must obtain a certified English translation through a translating service and submit it in a sealed envelope, endorsed across the seal. Stern has no preferred translating service, and certifications by a Notary Public are not acceptable.

TOEFL
All applicants whose native language is not English and who have not received a university degree in an English-speaking country must take the Test of English as a Foreign Language (TOEFL). For applicants from countries where English may not be the primary spoken language but is the primary language used in education, such as India and Singapore, the TOEFL is strongly recommended but not required.

Permanent International Address
All universities in the U.S. must now comply with the new Federal government SEVIS (Student and Exchange Visitor Information System) database regulation. If the mailing address you provided on Data Form 1 is a U.S. address, you must also provide a permanent, foreign address in your country of citizenship on the International Student Supplement Section of the NYU Stern application at the bottom of Data Form 4.

Visa Information
International students who hold H-1 visas are eligible to apply for the part-time program, but they should be aware that part-time study does not provide eligibility for student visas.
Investing in Your Future

The NYU Stern MBA is a significant investment in your future and requires a serious commitment of time and money. As our graduates will tell you, it is likely to be one of the best investments you will ever make.

Estimated Costs

Based on 12 credits per academic year, 6 in the fall and 6 in the spring, estimated tuition and fees for the 2004-2005 year are $15,406.

Student Loans

If you need assistance in financing your graduate school education, student loans are a primary source of aid. Federal and private loan programs are available to assist you.

Federal Loans

www.fafsa.ed.gov
If you are a U.S. citizen or U.S. permanent resident, you should follow these instructions:

* You must complete the Free Application for Federal Student Aid (FAFSA) online at the website listed above. We recommend that you complete the FAFSA at the same time that you are submitting your application for admission. List Stern as New York University with Title IV code 002785.

* Once you are admitted to the program, Stern then receives your FAFSA information and reviews it for accuracy and completeness. We may request more information from you.

* Upon review of your FAFSA results and your admission to Stern, MBA Financial Aid sends you an award letter that lists your financial aid eligibility and includes the next steps you need to take to secure the loan funds.

* You must take the additional steps listed in your award notice to secure the loan funds.

Private Loans

A satisfactory credit history and U.S. citizenship or permanent residency are generally required for private loan programs. In most cases, you can apply for a private loan without a co-signer if you meet the lender’s credit criteria.

If you are an international student, you may need a U.S. citizen or U.S. permanent resident as a co-signer, and both you and your co-signer must meet the lender’s credit criteria.

Specific information on loan programs becomes available in December for the following academic year. For more information, contact:

MBA Financial Aid
www.stern.nyu.edu/mba/finaid/
Phone: (212) 998-0790
E-mail: fin-aid@stern.nyu.edu

Financial Aid Packaging

In order to complete the Langone Program in three years or less, it is necessary to take both summer semester and mini-semester courses. However, because financial aid is automatically packaged on the traditional academic year (fall and spring semesters only), students should advise MBA Financial Aid prior to registering for summer and mini-semester courses in order to increase budgeted financial aid accordingly.

Students attending part-time should anticipate an incremental increase in tuition and fees for each consecutive year of enrollment.

Corporate Tuition Reimbursement Programs

Applicants who are being fully or partially sponsored by their employer are expected to manage the reimbursement relationship individually with their company. If admitted to the Langone Program, applicants are responsible for paying the tuition deposit by the specified enrollment deadline.
**General Information**

Please read and follow all instructions carefully and type or clearly print your responses to all questions on the application forms. Answer all questions and put “none” or “N.A.” (Not Applicable) where appropriate. After you have gathered all materials and supporting documents, including transcripts and recommendations in sealed envelopes, submit the completed application in one large mailing envelope. All application credentials become part of the permanent records of the Stern School of Business and cannot be duplicated or returned for any reason. We suggest that you retain copies of all application forms and essays submitted.

Your application information should be submitted in the order listed on the checklist on page 8.

**GMAT**

Before submitting your application to Stern, you must take the Graduate Management Admission Test (GMAT) administered by the Educational Testing Service (ETS) and have the results sent to Stern. We encourage you to take the GMAT at your earliest possible convenience. If you have taken the test more than once, the Admissions Committee will consider the highest score. GMAT scores cannot be more than five years old. Refer to the deadlines indicated on page 1 for valid dates. You should ask ETS to send your score directly to the Stern School of Business when you register for the test. The ETS reporting code for the Stern School is 2582. Please include a photocopy of your test score report in your application packet.

You may obtain a test registration form and bulletin of information by contacting:

Graduate Management Admission Test  
www.mba.com  
Educational Testing Service  
Phone: (609) 771-7330, (800) GMAT-NOW  
E-mail: gmat@ets.org

**TOEFL**

All applicants whose native language is not English and who have not received a university degree in an English-speaking country must take the Test of English as a Foreign Language (TOEFL) in addition to the GMAT. For applicants from countries where English is not the primary spoken language but is the primary language used in education, the TOEFL is strongly recommended but not required. TOEFL scores cannot be more than two years old. Refer to the deadlines indicated on page 1 for valid dates. You should ask ETS to send your score directly to the Stern School of Business when you register for the test. The ETS reporting code for the Stern School is 2582. Please include a photocopy of your test score report in your application packet.

You may obtain a test registration form and bulletin of information by contacting:

TOEFL  
www.toefl.org  
Educational Testing Service  
Phone: (609) 771-7100, (800) GO-TOEFL  
E-mail: toefl@ets.org

In place of the TOEFL, you may take the English Language Proficiency Test from the American Language Institute at New York University. You may obtain more information about the test by contacting:

The American Language Institute  
www.scps.nyu.edu/ali  
48 Cooper Square  
New York, NY 10003  
Phone: (212) 998-7040  
E-mail: ali@nyu.edu
Data Forms 1 - 4

Social Security Number
The Social Security Number on the application becomes your Stern student identification number. Social Security Numbers should be submitted by U.S. citizens and U.S. permanent residents. An international student who has been assigned a Social Security Number while studying in the U.S. should also enter it here. Other applicants should leave this blank.

Intended Specialization(s)
Your indication of an intended specialization is in no way binding and will not influence your application review in any way. The selection of a specialization is entirely optional.

Racial/Ethnic Background
The U.S. Government requires New York University to report on the racial/ethnic composition of its student enrollment. To assist us, please indicate your background. Self-identification by race is entirely voluntary.

Telephone/Fax/Mobile Numbers
We may need to contact you via telephone or fax. Please list these numbers only if we can contact you via these methods.

GMAT and TOEFL
Indicate the date you took the GMAT and TOEFL and the scores you received, including both numeric and percentile scores. Please remember to include a photocopy of your GMAT and TOEFL scores with your application materials.

Current Résumé
Provide a current résumé including educational and professional information.

Employment History
Provide your Employment History separately from your résumé. The Employment History should follow the format provided and should list all positions you have held, including employer, title, starting and ending dates, promotions, salary/bonus, and reason for leaving, with the most recent at the top of the page.

College Code
www.mba.com
College Code information is provided in the GMAT bulletin, which is sent to you upon requesting a test registration form from the Educational Testing Service or can be downloaded via the GMAC Website.

Signature
Be sure to sign Data Form 4.

Data Form 5
The information requested on this form is optional but can provide information useful in understanding your background.

Essays
The Admissions Committee requires three personal essays. Follow the instructions on the Essay Instructions form. Essays should be typed on separate sheets and should not exceed the page limits. Essay #4 is optional, and you may use it to present any additional information you would like the Admissions Committee to consider.

Transcript(s)
You must provide an official transcript in a sealed envelope from each institution you have attended. If you attended classes at any school other than your degree-granting institution, you must submit a transcript from each school. We do not accept personal or notarized copies. If you are submitting more than one transcript and need additional forms you do not need to request them from Stern; photocopy the form and the institution may use an envelope of its own.

Transcript Policy
Transcripts submitted as part of your official Stern MBA admissions application are considered property of Stern MBA Admissions. Therefore, transcripts will not be transferred or forwarded to other departments or schools at NYU.

Recommendation Forms
You are required to submit two recommendations from individuals who can comment on your management potential and professional performance, as well as your qualifications for successfully participating in Stern’s MBA program. One recommendation should be from your current supervisor. If you cannot provide one from your current supervisor, you must provide an explanation in Essay #4 and must still submit a total of two recommendations.

A complete application contains two recommendations. If you would like to submit additional recommendations, you may download additional forms. The Admissions Committee will review your application when two recommendations are received unless you notify us in writing to wait for supplemental recommendations.

Please follow the instructions provided on the form. You are responsible for ensuring that the completed recommendations are returned to you in time for them to be submitted with your application packet and remain in their sealed envelopes.

Application Fee Form and Application Fee
Type or clearly print all necessary information. You must submit a check or money order or make a payment by credit card (Visa, MasterCard, American Express or Discover only) in the amount of U.S. $175 payable to New York University Stern School of Business. All checks and money orders must be drawn on a U.S. bank and paid in U.S. dollars. Print your name on the face of the check or money order and attach it to the form where indicated. When paying by credit card, please enter all information requested on the Application Fee Form. Fund transfers cannot be accepted. The application fee is non-refundable.
Your application information should be submitted in the order listed on this checklist. All materials should be submitted at one time, in one large envelope.

Paper Application Checklist

- Data Forms 1-4, including signature
- Data Form 5 (optional)
- Current Résumé
- Employment History, (separate from Résumé) including title, dates held, salary, and responsibilities
- Transcripts in sealed envelopes (including translations and copies of diploma/degree conferral if necessary)
- 2 Recommendations in sealed envelopes
- Copy of GMAT and TOEFL scores
- Essays
- Application Fee Form
- Application Fee of U.S. $175

If you apply online, please refer to the online application checklist.

Common Problems that Delay the Processing of Your Application

1. Submitting an incomplete application.
2. Forgetting to sign your application Data Form 4.
3. Having transcripts and/or recommendations sent directly to the Stern School.
4. Submitting faxed or photocopied credentials.
5. Stapling or binding your application parts or inserting them in folders or plastic sheets.
6. Not including your name on each page of your essays and other supporting documentation.
7. Using forms of your name other than your legal name. Your legal name appears on your passport, birth certificate, or other official documentation.
8. Applying under a name different than the one used for GMAT and/or TOEFL.
9. Omitting a photocopy of your degree conferral (international applicants only).
10. Not including the official English translation of your international transcripts, if necessary.
Notice of Right to Change Information at Any Time

The policies, requirements, course offerings, schedules, activities, tuition, fees, and calendar of the school and its departments and programs set forth in this publication are subject to change without notice at any time at the sole discretion of the administration. Such changes may be of any nature, including, but not limited to, the elimination of the school, programs, classes, or activities, the relocation or modification of the content of any of the foregoing, and the cancellation of scheduled classes or other academic activities. Payment of tuition or attendance at any classes shall constitute a student’s acceptance of the administration’s rights set forth in the above paragraph.

Policy on Nondiscrimination

The University is committed to a policy of equal treatment and opportunity in every aspect of its relations with its faculty, students, and staff members, without regard to age, citizenship status, color, disability, marital or parental status, national origin, race, religion, gender, or sexual orientation.

Policy on Admissions Committee Decisions

The decision of the Admissions Committee is final. The Admissions Committee does not reconsider decisions.

MBA Admissions
www.stern.nyu.edu/mba/admissions/
New York University
Stern School of Business
Henry Kaufman Management Center
44 West Fourth Street, Suite 6-70
New York, NY 10012-1126
Hours:
Monday through Thursday, 9 - 6 pm
Friday, 9 - 5 pm
Phone: (212) 998-0600
Fax: (212) 995-4231
E-mail: sternmba@stern.nyu.edu

MBA Financial Aid
www.stern.nyu.edu/mba/finaid/
New York University
Stern School of Business
Henry Kaufman Management Center
44 West Fourth Street, Suite 6-120
New York, NY 10012-1126
Hours:
Monday through Thursday 9 - 6 pm
Friday - 9 - 5 pm
Phone: (212) 998-0790
Fax: (212) 995-4606
E-mail: fin-aid@stern.nyu.edu

The Langone Program Office
www.stern.nyu.edu/langone/
New York University
Stern School of Business
Henry Kaufman Management Center
44 West Fourth Street, Suite 1-75
New York, NY 10012-1126
Phone: (212) 998-0590
Fax: (212) 995-4336
E-mail: langone@stern.nyu.edu
Information must be typed or clearly printed.

Mr.  Ms.  Other  
First  Middle  Last  

Intended Term
- Part-time Fall 2004
- Part-time Spring 2005
- Part-time Fall 2005

Please check one box only, if applicable:
- I am strongly considering the weekend program
- I can ONLY attend the weekend program

Primary Area of Specialization:
- Accounting
- Banking
- Corporate Finance
- Customer Relationship Management
- Digital Economy
- Economics
- Entertainment, Media & Technology
- Entrepreneurship & Innovation
- Finance
- Financial Instruments & Markets
- Global Business
- Information Systems
- International Finance
- Law & Business
- Leadership and Change Management
- Management & Organizational Behavior
- Marketing
- Operations Management
- Product Management
- Quantitative Finance
- Statistics
- Strategy

Biographical Information

Have you previously applied to Stern's MBA Program?  
☐ Yes  ☐ No

If yes, term and year:  
Fall  _________ Spring  _________

Were you admitted?  
☐ Yes  ☐ No

Did you register?  
☐ Yes  ☐ No

Gender:  
☐ Male  ☐ Female

Date of Birth:  
Month/Day/Year

Ethnic Background (optional – U.S. Citizens Only):
☐ Black (Non-Hispanic)  ☐ White (Non-Hispanic)  ☐ Asian or Pacific Islander
☐ Hispanic  ☐ Alaskan or Native American  ☐ Other

Marital Status (optional):  
☐ Single  ☐ Married  ☐ Engaged  ☐ Other __________________________

Full name of Domestic Partner/Spouse:

Also applying to NYU?  
☐ Yes  ☐ No  
 If yes, which school/program?  

Citizenship:
☐ U.S. Citizen  ☐ Non-U.S. Citizen  
Country

☐ U.S. Permanent Resident  ☐ Dual Citizen  
Countries

High School Location:  
City  State  Country

Your native language and other languages in which you are fluent:

Address Information

Your Mailing Address:  
Number and Street

City  State

Country  Postal Code

Home Telephone:  
Work Telephone:  

E-mail:  

Fax number:  

Mobile/cellular phone number:  

Standardized Test Information

GMAT:

Date GMAT taken: ___________________________ Name used when registering ___________________________

Verbal Score % Quant. Score % Total Score % AWA

TOEFL:

Date TOEFL taken: ___________________________ Name used when registering ___________________________

Section 1 Section 2 Section 3 Total Score

Employment Information

Current Employer: _________________________________________________________________

Name: _________________________________________________________________

City State Country

Job Title: ___________________________ Salary: ___________________________

Months of full-time work experience*:

*Calculate the months of full-time work between your graduation from undergraduate/graduate school and the anticipated beginning of your program at Stern. If you attended undergraduate/graduate school part-time and worked full-time, include that in your calculation.

Please submit the following items on separate sheets of paper:

1. Current Résumé

2. Work History (in the following format)

<table>
<thead>
<tr>
<th>Name of Employer</th>
<th>Business Address</th>
<th>Dates of Employment (month/year)</th>
<th>Title</th>
<th>Starting Salary/Ending Salary/Bonus (in US Dollars)</th>
<th>Responsibilities</th>
<th>Reason for Leaving</th>
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List most recent first. Please account for gaps in employment and/or if currently unemployed.

Recommendation Information

List below the names of those who will submit recommendations supporting your application. The Admissions Committee expects a recommendation from your current supervisor. If you are unable to provide from your current supervisor, please explain in Essay 4.

Please check the box next to the industry in which you are currently employed.

- Accounting
- Advertising
- Architecture
- Arts
- Athletics
- Building/Construction Trades
- Chemicals
- Consulting
- Consumer Goods/Products
- Education – Administration
- Education – Teaching
- Energy/Utilities
- Engineering
- Entertainment
- Financial Services – Commercial Banking
- Financial Services – Investment Banking
- Financial Services – Investments
- Financial Services – Other
- Government/Military
- Health Care Services
- High Tech – Hardware
- High Tech – Internet Services
- High Tech – Multimedia
- High Tech – Software
- Hospitality/Leisure
- Human Resources
- Import/Export/Trading
- Insurance
- Law
- Manufacturing
- Marketing
- Media
- Nonprofit Management
- Pharmaceuticals/Biotechnology
- Public Relations
- Publishing
- Real Estate
- Retail/Fashion
- Telecommunications
- Transportation Services
- Other

Please check the box next to the best description of your current job function.

- Accounting/Controller
- Accounting/Public Administration
- Advertising
- Architect
- Consulting
- Education
- Engineering
- Entrepreneur/Owner
- Finance – Commercial Banking
- Finance – Corporate Finance
- Finance – Investment Banking
- Finance – Sales & Trading
- Finance – Other
- General Management
- Government
- Health Care Provider
- Human Resources/Personnel
- Information Systems
- Insurance
- Legal Services
- Marketing
- Military
- Operations/Production
- Performing Arts
- Public Relations
- Publishing
- Real Estate
- Research & Development
- Sales/Business Development
- Other
DATA FORM 3

☐ Mr. ☐ Ms. ☐ Other ____________________________________________________________________________________    _________________________
First    Middle    Last    U.S. Social Security Number

**Academic Background**

List in **chronological order** any colleges and universities attended. Include graduate and professional schools and all undergraduate colleges. We require a separate transcript from every institution. Attach additional sheets if necessary.

**College Code ** __ __ __ __

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**Activities & Achievements**

List any awards, scholarships, or other types of recognition you have received (academic – for example, Beta Gamma Sigma, Phi Beta Kappa, Summa Cum Laude, etc.; military; extracurricular; professional; community). Attach additional sheets if necessary.

____________________________________________________________________________________________________________________________________________________________________________________

____________________________________________________________________________________________________________________________________________________________________________________

List college extracurricular, community, or professional activities in the order of their importance to you. Attach additional sheets if necessary.

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Please list any other graduate schools to which you are applying, including other programs at Stern or New York University. Write “none” if appropriate.

____________________________________________________________________________________________________________________________________________________________________________________
____________________________________________________________________________________________________________________________________________________________________________________

Have you ever been subject to academic discipline, placed on probation, suspended, or required to withdraw from any college or university?
☐ Yes  ☐ No  
If yes, please explain fully in Essay 4.

Have you ever been convicted of a crime?
☐ Yes  ☐ No  
If yes, please explain fully in Essay 4.

Statement of Certification and Signature

I certify that all the statements made in this application for admission to the Stern School of Business at New York University are correct, that the information supplied is complete, and that the essays have been written by me. I agree to abide by all rules and regulations that are now, or may be in the future, in force at the University. I understand that any items submitted to New York University in conjunction with this application become the sole property of the Stern School of Business and will not be returned, duplicated, or transferred. I understand that misrepresentation and/or omission of information will make me ineligible for admission to the Stern School of Business. I understand that NYU may contact the appropriate source to validate the accuracy of the information I have provided.

I also understand that the application fee is not refundable.

Signature: ______________________________ Date: _____________________________

International Student Supplement

This section is to be completed by international students, i.e., all non-U.S. citizens, including nonresident aliens (those holding F or J visas or trainee visas), foreign government officials, etc. Part-time study does not provide student visa eligibility.

Indicate the type of visa you currently hold: __________________________________________________________
Sponsor: __________________________________________________________  Expiration Date, if any: ________________

Indicate source(s) of your dollar support for tuition and living expenses:

☐ Employer Scholarship/Sponsorship
☐ Self/Family
☐ Other Funding Agency (i.e., government scholarship)

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<th>Name</th>
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<th>Relationship to You</th>
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All universities in the U.S. must now comply with the new SEVIS database created by the federal government. All non-U.S. citizens must provide a permanent international address below. If the mailing address you provided on Data Form 1 is a U.S. address, you must also provide a permanent, foreign address in your country of citizenship below.

Permanent, Foreign Address (No P.O. Box)

Name

Street

City  State  Country  Postal Code
□ Mr. □ Ms. □ Other ____________________________________________________________________________________    _________________________

Family Information

Father's Name: ___________________________________________                      Occupation: ______________________________
Firm: ___________________________________________________                      Title: _______________________________________
Still living? □ Yes □ No

Mother's Name: ___________________________________________                      Occupation: ______________________________
Firm: ___________________________________________________                      Title: _______________________________________
Still living? □ Yes □ No

Provide the names of family members who attended or are now attending the MBA Program at the Stern School of Business.

<table>
<thead>
<tr>
<th>Full name</th>
<th>Relationship to you</th>
<th>Year of graduation or period of attendance</th>
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Stern Contact Information

What initially prompted you to consider Stern? ___________________________________________________________

Please indicate the sources you have utilized for information on the Stern School of Business:

- MBA Forums/MBA Fairs
- On-Site Event (Please specify) □
- Off-Site Event (Please specify) □
- Wednesday Langone Program Information Session □
- Class Visit (At Stern) □
- Stern Viewbook (Publication) □
- Other Publication (Please specify) □
- Stern Web site □
- Other Web site (Please specify) □
- Current Students (Please specify) □
- Stern Alumni (Please specify) □
- Admissions Staff (Please specify) □
- Other (Please specify) □

Please attach a photograph showing your full face
The following essay questions give you the opportunity to present yourself more fully to the Admissions Committee and to provide insight into your experiences, goals, and thought processes. Your essays should be written entirely by you. An offer of admission will be withdrawn if it is discovered that you did not write your essays. Please note the following:

- Essays 1, 2, and 4 must be typed and submitted on standard 8 1/2” x 11” paper, double-spaced, in 12 point font.
- Please adhere to the essay limits provided for each question.
- Label the top of each essay with the following: Name, SSN, Essay Number and Page Number
  Ex: Joe Applicant, 123 - 45 - 6789, Essay #1, Page 1

1. Think about the decisions you have made in your life. Describe the following:
   (2 pages maximum, double-spaced)
   PAST: What choices have you made that led you to your current position?
   PRESENT: Why is now the optimal time for you to pursue your MBA in the Langone Part-time Program?
   FUTURE: How will the Stern MBA contribute to your professional success? What are your intended short- and long-term career goals?

2. Please respond to only one of the following questions, giving relevant reasons and/or examples from your personal and professional experience to support your answers.
   (2 pages maximum, double-spaced)
   a). What was the most difficult constructive feedback you have received, and what did you do as a result of it?
   b). Based on your experience of working in and leading teams, please describe a situation when your actions significantly enhanced the performance of the team as a whole.

3. Creatively describe yourself to your MBA classmates. You may use any method to convey your message: words, illustrations, etc. All submissions become part of the permanent records at the NYU Stern School of Business and cannot be returned for any reason. We do not recommend submitting anything that must be viewed or played electronically. (if written essay, 2 pages maximum, double-spaced)

4. (Optional) Please provide any additional information that you would like to bring to the attention of the Admissions Committee. If you are unable to submit a recommendation from a current supervisor, please give your reason here. If you answered yes to either question on Data Form 4, please provide an explanation here.