Spring 2017
Admission Requirements for the Undergraduate Business Program

Thank you for your interest in our Undergraduate Business Program. While other business schools tell you what you should do, we challenge our students to imagine what they can do with their business education. At the Raymond A. Mason School of Business, we want you to explore and develop your strengths and talents -- in business and beyond.

Our admission process is designed to identify students who will thrive academically and professionally, and who will contribute to our learning community through their unique background of talents and experiences.

Successful candidates exhibit:
- Academic achievement to date (as exhibited by grades, course load, difficulty of courses, trends in academic performance, and recovery from academic setbacks).
- Personal attributes and life experiences that illustrate the drive to better oneself and others, resilience in the face of challenges, ethical character, openness to diverse perspectives, entrepreneurial and creative spirit, and a collaborative approach in working with others.
- Strong communication skills (as demonstrated by one’s application essay).

Minimum Eligibility Requirements for Business Majors

To be considered for admission, all prospective business majors must meet the following qualifications prior to the semester of entry into the Business School:
- Junior academic standing (54 academic credit hours).
- Completion of all of the following prerequisite courses (reflected on William & Mary transcript), prior to matriculation in the business majors program (prior to the semester one begins the program):
  - Principles of Accounting (BUAD 203)
  - Introductory Microeconomics (ECON 101)
  - Introductory Macroeconomics (ECON 102)
  - Introductory Calculus (MATH 108, MATH 111, MATH 112, MATH 131, MATH 132, or MATH 212)
  - Introductory Statistics (BUAD 231, MATH 106, ECON 307, PSYC 301, SOCL 353, MATH 351, or KINE 394)
- Majors are required to have at least a 2.5 GPA; however, the admission process is competitive, and meeting the minimum GPA does not guarantee acceptance into the business program.
Minimum Eligibility Requirements for Business Minors

To be considered for admission, all prospective business minors must meet the following qualifications prior to the semester of entry into the Business School:

- Junior academic standing (54 academic credit hours).
- Completion of all of the prerequisite courses (reflected on William & Mary transcript) for one’s particular minor (as illustrated below), prior to the semester one begins the program.

<table>
<thead>
<tr>
<th>MINOR:</th>
<th>Prerequisite Course #1</th>
<th>Prerequisite Course #2</th>
<th>Prerequisite Course #3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting</td>
<td>No course prerequisites required for admission to this minor</td>
<td></td>
<td></td>
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<tr>
<td>Business Analytics</td>
<td>Statistics</td>
<td></td>
<td></td>
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<tr>
<td>Finance</td>
<td>Statistics</td>
<td>Principles of Accounting</td>
<td></td>
</tr>
<tr>
<td>Management</td>
<td>No course prerequisites required for admission to this minor</td>
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<td></td>
</tr>
<tr>
<td>Marketing</td>
<td>Microeconomics</td>
<td>Macroeconomics</td>
<td>Statistics**</td>
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<tr>
<td>Supply Chain</td>
<td>Statistics</td>
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</tbody>
</table>

**Statistics is not a required prerequisite for the Marketing Minor, however it is required before students can take BUAD 452 Marketing Research.

- Minors are required to have at least a 2.5 GPA; however the admission process is competitive, and meeting the minimum GPA does not guarantee acceptance into the business program.
Instructions for Admissions Application

All students planning to major or minor in business must apply for competitive admission, as outlined in the following detailed instructions. Students may submit only one application each admission cycle, selecting either the major program or the minor program. Those who select major on the application will have the option to indicate interest in the minor program if they are not accepted into the major program.

2016-2017 Application Submission Deadlines:

<table>
<thead>
<tr>
<th>Current Admissions Cycle</th>
<th>Transfer Students</th>
<th>Social Freshmen</th>
</tr>
</thead>
<tbody>
<tr>
<td>Social Sophomore/Juniors</td>
<td>(Started at W&amp;M January 2016 or earlier)</td>
<td>(Transferred to W&amp;M August 2016 or later)</td>
</tr>
<tr>
<td>SPRING 2017 Application Opens</td>
<td>Early August 2016</td>
<td>Early December 2016</td>
</tr>
<tr>
<td>Submission Deadlines</td>
<td>September 15, 2016</td>
<td>January 3, 2017</td>
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<tr>
<td>FALL 2017 Application Opens</td>
<td>Early January 2017</td>
<td>Early May 2017</td>
</tr>
<tr>
<td>Submission Deadlines</td>
<td>February 1, 2017</td>
<td>June 1, 2017</td>
</tr>
</tbody>
</table>

All applications must be electronically submitted online by 11:59pm on the deadline listed above and include all required components of the application as identified below in the Applicant checklist. Applications received after the application deadline will be considered only if the admission limit has not been attained. Inactive students should contact us at bba@mason.wm.edu or 757-221-2910 for further instruction.

Below you will find your general checklist for completing the admission process.

APPLICANT CHECKLIST:

☐ Admission Essay. All applicants must complete and submit the admission essay listed within the Admission Essay Instructions link on the Admissions website. You will upload your Admission Essay within the online application as a PDF document.

☐ Student Profile. Please provide the admissions committee with a 1-2 page Student Profile of your collegiate and work experiences. Please see the instructions link for completing your Student Profile on the Admissions website. You will upload your Student Profile within the online application as a PDF document.
☐ **Statement on Extenuating Circumstances (Optional).** You have the option to submit a statement explaining any extenuating circumstances regarding your application that you think the admission committee would find helpful. Please see the instructions link for completing your Statement on the Admissions website. You will upload your Statement on Extenuating Circumstances within the online application as a PDF document.

☐ **Online Admissions Application.** The admission application process for both major and minor applicants for the Undergraduate Business program is now fully online. The online application will ask for basic information regarding your current interest in the Business program as well as your past academic experiences. We strongly encourage you to complete the online application in one sitting due to the mechanics of the online software. Therefore, since you will upload your Admission Essay and Student Profile documents within the online application it is important to complete your essay and profile *prior* to starting the actual online application.

☐ **Transcripts from other Universities (Optional).** You may submit unofficial transcript(s) from any colleges/universities attended besides William & Mary. Please note - The admission review by the committee will include a review of all coursework completed at W&M, as well as an assessment of all transcripts submitted to the Undergraduate Admissions office during your initial admission to the W&M. If you are currently in progress in coursework at another institution or just finished classes within the past few weeks, please upload an unofficial copy of your transcript so we can review your most recent coursework since this information will not yet be available from the W&M Undergraduate Admissions office.

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**Additional Admission Information**

**Conditional Admission.** All admission offers are conditional; students must successfully complete all prerequisite coursework, and sustain their academic performance. Students will forfeit their admissions offer if they fail to complete any of the prerequisites. Failure to sustain academic perform may result in the loss of one's admissions offer.

**Financial Aid.** Applicants who wish to be considered for scholarship aid, loans, or work/study should contact the Financial Aid Office for the necessary forms and further information.

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**Undergraduate Business Contact Information**

Please contact us for further information or to schedule an individual appointment to further discuss the admissions process for the Undergraduate Business program.

Laura Gianfrancesco, Assistant Director  
Email: Laura.gianfrancesco@mason.wm.edu  
Phone: 757-221-2910