Master of Science Management
Information for Applicants

The Master of Science in Management (MSM) program provides recent graduates from non-business and non-technical backgrounds with a foundation in business that will accelerate their career. (Students with backgrounds in technical fields such as engineering or mathematics should enroll in the Illinois MSTM program.) Through classroom learning in areas of finance, accounting, marketing, and operations, you will learn to successfully take on business roles at your employer of choice.

The MSM program will develop your broad-based thinking skills and help prepare you to bring the skills honed in your undergraduate major into today’s business climate.

Apply at [http://www.grad.illinois.edu/admissions/apply](http://www.grad.illinois.edu/admissions/apply)
Program: Choose Business Administration
Degree: Choose Management-MS

Tuition and Fees
The proposed tuition and fees for the cohort starting in June 2018 is $32,000 plus a student program fee of $2,500. Additional expenses include $4,054 for campus fees per academic year. Campus fees include student health insurance. All tuition and fees are subject to approval by the Board of Trustees. Tuition and fee waivers are not available for this program.

Curriculum
The MSM program consists of 34 credit hours taken over three semesters (one calendar year) starting in June. The courses are drawn from a set of required and elective courses in Business Administration.

<table>
<thead>
<tr>
<th>Summer (6 credit hours)</th>
<th>Fall (14 credit hours)</th>
<th>Spring (14 credit hours)</th>
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</thead>
<tbody>
<tr>
<td>• Marketing Management</td>
<td>• Managing Organizations</td>
<td>• Project Management</td>
</tr>
<tr>
<td>• Introduction to Business OR Internship</td>
<td>• Process Management</td>
<td>• Global Business</td>
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<tr>
<td>• Quantitative Reasoning Prep Module</td>
<td>• Accounting, Reporting and Control</td>
<td>• Strategic Management</td>
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<tr>
<td>• Conducting and Effective Job Search Module</td>
<td>• Intro to Finance</td>
<td>• Information Systems</td>
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<td>• Communicating with Data and Decision Making</td>
<td>• Integrated Project</td>
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<td>• Communication Strategy in Business</td>
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<td>• Integrated Project</td>
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<td>• Approved Electives</td>
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*If you have successfully completed the business minor at the University of Illinois (or approved equivalent coursework), you can apply to waive up to four (4) credit hours of required courses. If you do waive a course, you will need to replace it with an approved business graduate elective that has an equivalent number of credit hours. This will not affect tuition for the program or the total credit hours needed to complete the program. (i.e., you can waive a specific course, but you still need the same total credit hours to complete the program.)
**Program Requirements for Application**

- GPA of 3.0/4.0 for the last two years of undergraduate study and a 3.0 GPA for any previous graduate work completed
- One college-level quantitative methods class
- Bachelor’s degree in arts, humanities, social science, or other non-STEM major. **Any students with a three-year bachelor’s degree must confirm that their degree is acceptable for admission, based on their country of origin, at:** [http://www.grad.illinois.edu/admissions/countries](http://www.grad.illinois.edu/admissions/countries)
- Proof of English Proficiency (non-native English speakers only)
  - TOEFL minimum score of 103 (iBT)
  - IELTS minimum score of 7.0 overall
  - TOEFL or IELTS score must be less than two years old from the first day of class at the proposed term of entry in order to be valid.
  - A waiver is not available for the MSM program.

**Application Items Required**

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<tr>
<th>Domestic</th>
<th>International</th>
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<tbody>
<tr>
<td>Online application</td>
<td>Online application</td>
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<tr>
<td>Application fee-$70</td>
<td>Application fee-$90</td>
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<tr>
<td>Résumé</td>
<td>Résumé</td>
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<tr>
<td>Statement of Interest Essay¹</td>
<td>Statement of Interest Essay¹</td>
</tr>
<tr>
<td>Essay ²</td>
<td>Essay ²¹</td>
</tr>
<tr>
<td>Optional Essay²</td>
<td>Optional Essay²</td>
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<tr>
<td>Unofficial transcripts (must include transcript legend, grade scale or grade criteria; institution name and your name must be on the transcript)</td>
<td>Unofficial transcripts in English and native language (must include transcript legend, grade scale or grade criteria; institution name and your name must be on the transcript)</td>
</tr>
<tr>
<td>Degree Certificate or Diploma (if completed)</td>
<td>Degree Certificate or Diploma in English and native language (if completed)</td>
</tr>
<tr>
<td>Three (3) Letters of Recommendation</td>
<td>Official English proficiency scores</td>
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**Note:** Neither GMAT or GRE scores are required for admission, but may be included if the applicant believes it will strengthen their application.

¹**Required Essays:**

1. **Statement of Interest Essay:**
   - What are your career aspirations upon graduation and how will the MSM degree help you achieve your professional goals?
   - How will your background benefit you in this program as well as the other students in the class?
   - Briefly detail past extracurricular/community involvement, the responsibilities you had and the benefit(s) you gained from each.
   - What are your three greatest strengths and how will you leverage these to support your learning outcomes and professional objectives?
   - What is one personal attribute or characteristic about yourself that you would like to improve?
   - Tell us something about yourself that isn’t on your resume that the admission committee will find interesting or entertaining about you as a person.
• INTERNATIONAL STUDENTS ONLY: For International students seeking employment in the US: Realizing that the U.S. job market is extremely competitive and challenging, if unable to secure employment in the U.S., what is your alternative plan?

1Essay 2:
• How do you envision the business world will be 20 years from now? What will change and what will remain the same? You can make your answer as broad or as narrow as you would like. Limit your response to 400 words.

2Optional Essay:
• If you feel you need to explain an area of your application or if you have something you would like to share that was not addressed elsewhere in the application, you may upload an optional essay as supporting documentation. Please note that no preference is given in the evaluation process to applicants who submit an optional essay. (400-word maximum, double-spaced)

Request ETS to send scores to University Code 1836

All materials (transcripts, statement of purpose, etc.) may be uploaded online during the application process. Please DO NOT send official copies of transcripts, diplomas, or reference letters. If official copies or additional materials are needed from an applicant, the applicant will be sent a request via email. Do not send additional materials, such as publications, photographs, or portfolios. These items are not reviewed during the admission process and will be discarded.

Information regarding evidence of financial resources and acceptable funding documents is available at http://www.grad.illinois.edu/sites/default/files/pdfs/certoffinances.pdf. If admitted, your I-20 will not be issued without evidence of financial resources.

Websites with Additional Information
- Graduate and Professional Admissions (The Graduate College)  http://www.grad.illinois.edu/admissions/apply
- University of Illinois Courses  https://courses.illinois.edu/
- Master of Science in Management  https://business.illinois.edu/msm/

Miscellaneous Information
• The College does not pre-review potential applicants.
• The College does not review unpaid applications.
• Applicants will be notified via email when the application is received and if additional items are required.
• The College will not upload updated copies of resumes, essays, or transcripts; however, the applicant may do so on their own through Slate.
• Applicants will be notified via email on the notification date or shortly thereafter regarding a decision.
• The College will not respond to inquiries regarding the status of admission.
FAQ-Frequently Asked Questions

Application Information Page-Fee Waiver
Q: Am I eligible for an application fee waiver?
A: Certain domestic applicants (U of I Civil Service Staff, Academic Professionals, Faculty, Employees of Allied Agencies, or applicants to designated programs, such as Project 1000, McNair Scholars, CIC FreeApp) may be eligible for an application fee waiver or exemption. If you are eligible for a fee waiver, choose the appropriate waiver in the application. Unfortunately, unless the applicant is covered by one of the waivers described above, the application fee will not be waived. International applicants are not eligible for an application fee waiver unless studying under an exchange contract that includes an application fee waiver.

Q: Where can I get a Declaration and Certification of Finances form?
A: The form is available in pdf format within the online application or at http://www.grad.illinois.edu/sites/default/files/pdfs/certoffinances.pdf.

Q: Do I have to submit a Declaration of Finance Form when I submit my application (International Students Only)?
A: It is highly recommends that this form is submitted with the application. It will save time if admitted to our program. Students who submitted their proof of funding at the time of application received their I-20 approximately three weeks earlier than those who waited until admission.

Q: Where do I send my official transcripts?
A: Simple—You Don’t. The College does not require official transcripts unless you are admitted to Our program. After being admitted, a student may bring or send their official transcripts to: The Graduate College 110 Cable Hall 801 S. Wright St. Champaign, IL 61820

Q: My TOEFL score is not the required minimum of 103. May I still apply?
A: No. A TOEFL score of 103 is required for the MSM program.

Q: My recommender cannot use the online system. What do I do?
A: The College prefers that the recommender submit their recommendation online. If he/she is unable to do so, please ask your recommender to send the letter directly to business-msm@illinois.edu

or mail to:
Business Graduate Programs
College of Business
3019 Business Instructional Facility
515 E. Gregory Dr.
Champaign, IL 61820
Q: I completed a degree in a country where English is not the primary language, but my education was completely in English. Do I still need to submit my TOEFL scores?
A: Yes.

Q: When will I receive my I-20?
A: Processing of the I-20 is completed by the Graduate College. Once the I-20 is completed, it can take up to a week before it is received by Business Graduate Programs. The Business Graduate Programs Office then requests the document to be sent. A tracking number will be sent to the student.