

## Doctor of Business Administration (DBA) Admission Eligibility & Requirements

---

Candidates must be committed to a rigorous program of study requiring monthly residence at the University of Missouri-St. Louis College of Business Administration as well as substantial reading and academic inquiry throughout the program.

### Required Qualifications:

Applicants are expected to hold an MBA or other relevant advanced degree from an acceptable academic institution and to have ten years of significant professional and/or senior level management experience with high levels of responsibility. In exceptional cases, individuals without an advanced degree but other forms of advanced education and substantial managerial experience may be considered; other experience or qualifications may also compensate for less than 10 years of professional or managerial experience.

In reviewing applications, the admission committee considers:

- Proficiency in written and oral English
- Significant professional achievements including oral presentations, written works, leadership on major projects, and participation in professional development activities
- Background knowledge in the functional areas of business and commerce (accounting and finance, marketing, human resource management, corporate and competitive strategy, information systems and operations management)
- Professional expertise and certifications (such as CPA<sup>®</sup>, CFA<sup>®</sup>, SHRM-SCP<sup>®</sup>, etc)
- Creative leadership, continuing intellectual development, and community engagement.

### Materials Required:

- UMSL Graduate School Online Application:  
<http://www.umsl.edu/gradschool/prospective/degree-seeking.html>
- Application fee \$50
- Official transcript(s). Scanned transcripts will be sufficient for the preliminary application. Official transcripts from each university attended will be required for final acceptance.
- Résumé or Curriculum Vitae (C.V.)
- Names and contact information of two people who can provide insights into your academic potential and ability to think critically.
- Two essays (Statement of Commitment & Statement of Research Interest)

**Note for international applicants: NOT OPEN TO F-1 VISA HOLDERS.** All international students need to submit a valid English-proficiency score of 100+ on the Test of English as a Foreign Language (TOEFL) iBT exam or 7+ on the International English Language Testing System (IELTS) exam.

**Statement of Commitment** essay should be 2-3 pages in length and discuss the applicant's plans to balance the time commitment required of the program (about 20 hours per week) with their work schedule and other demands, any foreseen obstacles/challenges which will need to be overcome in order to successfully finish the program in the 3-year time frame allotted for completion, and your plan to address these challenges.

**Statement of Research Interest** essay should be 3 to 5 pages in length and discuss (1) why you are interested in pursuing a Doctor of Business Administration and (2) key organizational problems you are facing that can be addressed by applied research. Included in this statement should be information pertaining to your career goals once you have received your degree, the area of business you are interested in studying and the specific research questions that are of interest to you.

**Neither the GMAT nor the GRE is required;** though strong scores are considered favorably.

The DBA Admissions Committee will review all application documents, and, if selected, you will be invited to proceed to the next phase. If you are not selected to proceed to the next phase, you will be notified as well.

#### **INTERVIEW** (by Invitation Only)

Short-listed applicants may be interviewed by the DBA Admissions Committee, who will make final admissions decisions. The size of each DBA cohort will be approximately 15 students.

Applicants who live within a reasonable driving distance of UMSL should plan to attend the interview in person. For others, the admissions committee will conduct a video interview.

Because of cohort size limitations, all worthy candidates may not be selected for admission. Some may be asked to reconsider the program in a subsequent year.

#### **OFFER & COMMITMENT**

Once the offer is made, candidates have 30 days to accept and pay a non-refundable deposit. A non-refundable deposit of \$3,000 is due 30 days after receiving the offer to join the upcoming cohort.

<u>Domestic Admissions</u>	<u>International Admissions</u>
University of Missouri St. Louis Graduate Admissions Office 121 Woods Hall One University Boulevard St. Louis, MO 63121-4400 Phone: 314-516-5900 Email: gradadm@umsl.edu	University of Missouri St. Louis International Student Services 261 Millennium Student Center One University Boulevard St. Louis, MO 63121-4400 Phone: 314-516-5229 Email: iss@umsl.edu

**DBA Office**

University of Missouri-St. Louis  
College of Business Administration  
Doctor of Business Administration Office  
105 Anheuser-Busch Hall  
One University Boulevard  
St. Louis, MO 63121-4400  
Phone: (314) 516 4528  
Email: dba@umsl.edu