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APPLY ONLINE NOW!

GMAT (Graduate Management Admissions Test)
All applicants are required to take the Graduate Management Admission Test (GMAT). The GMAT is offered only as a computer adaptive test in the U.S. If applying prior to January 3, 2006, request that the Educational Testing Service (ETS) report your GMAT score to Darden. Darden's ETS code is 5820. Effective January 3, 2006, Pearson VUE will begin administering the GMAT, and Darden's Program Code is KC7-0X-86. We evaluate only GMAT results from tests taken prior to submission of the application. The highest score is used, but we do not combine scores from multiple tests. Scores are valid for five years. Unofficial, self-reported scores will be used for evaluation purposes. However, offers of admission are not binding until official scores are received. If discrepancies are found between self-reported and official scores, the offer of admission will be withdrawn. Return to Top

TOEFL
All international candidates whose native language (the language first learned and spoken at home) is not English are required to take the TOEFL. Ask the Educational Testing Service (ETS) to report your TOEFL score to Darden. Darden's ETS code is 5820. The department code is 02. If you believe that your situation warrants a waiver of the TOEFL, please email a detailed explanation of your circumstances. The
Admissions Committee will review the request and notify you by email whether or not we are able to grant the waiver. Return to Top

Résumé
Please prepare a business résumé (as opposed to an academic c.v.) that includes your employment history in reverse chronological order, with titles, dates, and whether you worked part-time or full-time. As part of this résumé, also include a similar education history that includes dates and degrees, listed in reverse chronological order. The résumé should not be more than one page long. Return to Top

Essays
Use your best judgment in determining the appropriate length of your essays. The essay question fields are large enough for you to answer each question thoroughly. Use the essays to display your writing skills and tell us more about yourself. You will be asked to organize a persuasive argument to show us how you think about and approach business challenges. Emphasize those experiences, values, and goals that are most important and meaningful to you. Be sincere and be specific. Tell us what particular experiences and expertise you will bring to the mix. Return to Top

Recommendations
We require two recommendations which address the questions asked on our Recommendation Form. Additional recommendations may be submitted, but they should offer additional and valuable insight. Generally, work-related recommendations are more valuable than academic-related recommendations. We prefer that recommenders with web access and an email address submit their recommendations electronically. After you have contacted the recommenders about providing the recommendation, complete the form on the Recommender's page and check the "Please email this person a recommendation request" beneath each recommender you wish us to contact. They will be sent an email message with instructions and a web address to go to in order to complete your recommendation. To submit paper-based recommendations, you should download the Recommendation Form, print one copy for each recommender, and follow the directions provided on the form. Return to Top

Interviews
Interviews play a critical role in our evaluation of candidates. For this reason, an interview is required prior to matriculation. Applicant-initiated interviews, conducted only on the Darden grounds, may be scheduled online. Interviews are allocated on a first-come, first-served basis. The application is not considered complete and will not be evaluated until the applicant-initiated interview has been
completed. Candidates who are not able to schedule an interview prior to applying or who prefer that the Admissions Committee review their application first, will be notified by Committee if an interview is necessary. Note that you cannot self-schedule an interview after the application has been submitted. Candidates living abroad are encouraged to visit Darden for an interview, but are not expected to do so. Application review is required before an international interview will be requested and scheduled. International interviews are conducted by Admissions Committee members during recruiting trips and by alumni. Return to Top

Self-reported Transcripts
Submitting unofficial transcripts of your academic work using the Microsoft Word Transcript Template in the online application substantially accelerates application processing. Note that we have included a generous section for additional information you may use to explain your institution’s grading system, list examination marks, special certificates, etc. As an alternative to using the online Transcript Template, have your academic records sent to us from the institutions where you studied. Applicants who completed their education in a non-English-speaking institution will need to make arrangements to have their academic records translated and sent with the official transcript. All translations must be complete and literal versions of the original records. If you use the Transcript Template and are offered admission, you will be required to provide official transcripts of all previous academic work. If there are discrepancies between self-reported academic information and official transcripts, the offer of admission will be withdrawn. Transcripts can be mailed to the above-mentioned address. Offers of admission are not binding until academic records are verified. Return to Top

Residency/In-State Status
The Residency section of the application requests information related to verification of residency to establish in-state status for Virginia residents. Residency status is assigned by the Virginia Status Office at the University. Visit the Virginia Status Office at the University or call (434) 982-3391 if you need more information. Return to Top

Visa Information
While not a required part of the application, admitted international applicants are required to submit a supplemental Darden Request for Form I-20 outlining the financial resources available for their study in the United States. The Form I-20 must show that a student has the financial resources necessary for both years of study. Timely submission of the Darden Request for Form I-20 expedites issuance of the I-20 Certificate of Eligibility for the F-1 Student Visa. An I-20
cannot be issued until the Darden Request for Form I-20, which can be downloaded from the Incoming Student Website, has been submitted. All I-20 documentation must be original; no photocopies or faxes are accepted. The completed Darden Request for Form I-20 and supporting documents should be express mailed to:

International Studies Office  
Attention: Richard Tanson  
University of Virginia  
208 Minor Hall  
P.O. Box 400165  
Charlottesville, VA 22904  
434-982-3010  
http://www.virginia.edu/iso/issp/

Application Fee
A non-refundable application fee of $140 must accompany the application. Online application fees must be paid by credit card (Visa or MasterCard). Credit card payments are processed through Darden's secure server using ViaKlix. Also, the application fee can be paid by check, money order or cashier's check.

Honor Code
Founded in 1842, the Honor System is one of the University's most cherished institutions. Based on the principle that University students want to be trusted, the Honor System helps create and strengthen a school-wide community of trust. Students who enroll at the University benefit from the freedom and security provided by the Honor System; every student must agree to live by and support the spirit of honor. Applicants who are not prepared to embrace this freedom and accept this responsibility should not apply for admission. If you have further questions, please call the Committee at (434) 924-7602 or visit the Honor Committee Web page: www.student.virginia.edu/~honor. Further information on the Honor System can be found in the Darden Record. Details of the background and operation of the Honor System are fully explained during Darden Orientation.

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