APPLICATION PROCESS

For preliminary admission decisions, we prefer “unofficial” copies (a scan or PDF) of test scores and transcripts. If you are admitted and decide to enroll at Olin, you’ll be required to submit your official results. Most application components, including application fee, can be submitted electronically.

Please do not send application or financial documents by postage mail. Documents sent by postage mail may delay application processing.

To Apply Online

Submit the following to complete your application:

• **An Olin application** – forms, essays, and a résumé submitted online.

• **Academic transcripts** – from all colleges or universities you’ve attended, including any graduate or professional course work. Transcripts should include all course work taken with corresponding grades and any transcript instructions/descriptions provided by the institution.

Submit by electronic upload into the online application (2 MB maximum) or email to apply@olin.wustl.edu. If you are unable to submit an unofficial copy, you may submit an official copy by mail. A copy of all official transcripts (with degree and degree conferred date) will ultimately be required for all enrolling students.

• **Standardized test scores**

Submit by electronic upload (preferred method) into the online application or email: apply@olin.wustl.edu.

**GMAT or GRE** – Olin requires either the GMAT or GRE, up to five years old. The GMAT institution code for the Global Master of Finance – Dual Degree Program is R4T-WG-53. The GRE institution code is 4938. For GMAT information or registration, go to www.mba.com.

**TOEFL or IELTS (Academic Format)** – Required if your native language is not English, unless 1) you have completed an undergraduate or graduate degree at a college or university where the primary medium of instruction is English or 2) you have completed at least two or more years of study at a college or university in a country where the primary language is English. The TOEFL institution code for Washington University in St. Louis is 6929. The TOEFL or IELTS is not required for U.S. citizens or U.S. permanent residents.

• **References/Recommendations.** We do not require or accept letters of recommendation. Rather, we ask that you submit names and contact information for two professional references as part of the online application. The Admissions Committee may or may not contact these references as part of its evaluation of your application.

• **Application Fee.** The application fee is $100 and payment can be made with a credit card.

• **Personal Statement.** Rather than asking you for an assorted series of short essay responses, we require that you submit one comprehensive personal statement regarding your interest in the Global Master of Finance – Dual Degree Program and your personal and professional aspirations. We believe that this relatively open-ended requirement will allow you to more fully express your candidacy for our program.
• If you are accepted for admission, you’ll need to submit official transcripts and test scores. Request transcripts from each university or college you have attended. You must supply the original transcript even if the credit or grades are noted on another transcript. Enclose a self-addressed, postage-paid return envelope so the registrar can return the transcript to you.

**Interviews**

Invitation-only interviews are conducted at the discretion of the Admissions Committee after the submission of a complete application.

**Information for Re-applicants**

If you submitted a previous application to Olin Business School prior to the last admissions cycle (before September 1, 2012), you must submit an entirely new application using the “Apply Online” link.

If you submitted a previous application to the program during our last admissions cycle (after September 1, 2012), you should not submit a new application. Rather, you should provide the following:

1) A brief note/letter that states that you wish to be re-evaluated for admission to the Global Master of Finance – Dual Degree Program Class entering summer 2013;

2) An updated résumé;

3) An essay that describes anything that has occurred since your last application that may serve to strengthen your candidacy;

4) Any updated test scores (if applicable).

Please submit these directly by email to Megan Waite at mwaite@wustl.edu, and your application will be placed within the appropriate admissions round for evaluation.

**Mailing Address:**

Global Master of Finance – Dual Degree Program Admissions
Olin Business School
Washington University
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Saint Louis, MO 63130-4899