



MBA Application Checklist

✓ Essays

- Answer the exact question that is asked
- Keep your responses within the word limit
- Double check to make sure you spell UNC Kenan-Flagler correctly!

✓ Recommendations*

- Allow the most time for this part of the application
- Choose a recommender who knows you well and can comment on your work history, work ethic and work product
- Try to meet with your recommender in person, if possible, to reflect and remind them of your accomplishments

✓ Resume

- In most instances, your resume should be no longer than one page
- Include education and employment history in reverse chronological order

✓ Interview

- You may be invited to interview at any time after you submit your application and up until the admissions decision release date
- Several types of interview options are available (on-campus, with local alumni, by Skype or phone) and all types are weighed equally

✓ Test Scores*

- Have your [GMAT](#) or [GRE](#) scores sent directly to UNC Kenan-Flagler
- International students, be sure to check our [TOEFL requirements](#)

✓ Transcripts*

- Request transcripts from all academic institutions you attended
- You may submit unofficial transcripts with your application

✓ Application Fee

- Don't forget to pay the application fee in order for your application to be complete

*Recommendations may be submitted up to 10 days after the application deadline.
Official copies of your test scores and transcripts are not required until after you have enrolled.