



GRE/GMAT Waiver Request Form

A Reinhardt University MPA or MBA applicant can request a waiver of the GRE/GMAT application requirement. To file a request, an applicant submits to the Office of Graduate Admissions a completed GRE/GMAT Waiver Request Form, along with official supporting documentation which can include official transcripts and/or an employment letter stating one's work roles, supervisory capacity and work accomplishments. The graduate program's admissions committee will evaluate the request, and the decision will be communicated to the applicant by the Office of Graduate Admissions. Please note that the waiver is not guaranteed, and that the committee's decision is final.

Graduate Degree Program

_____ Master of Business Administration

_____ Master of Public Administration

Anticipated Start Date _____

Applicant Information

Name _____

Address _____

Email _____

Phone _____

Reason for the Waiver

(Select one and provide supporting documentation)

_____ An earned graduate degree from a regionally accredited college or university

_____ An earned undergraduate degree with a GPA of 3.5 or higher from a regionally accredited college or university

_____ An earned undergraduate degree with a minimum GPA of 3.00 from a regionally accredited college or university **and** employment for a minimum of 5 years in a full-time, relevant professional position

_____ Employment for 10 or more years in a full-time, relevant supervisory position

_____ Other

Materials Submitted for Consideration

_____ Official transcripts

_____ Employment letter stating the applicant's work roles, supervisory capacity and work accomplishments

_____ Other: _____

Applicant Signature

Date

For Institute Use Only: Program Decision: _____ Approved _____ Denied

Program Reason: _____

Program Coordinator Signature: _____ Date _____

Date Communicated to Applicant _____ Method used: mail email phone

Office of Graduate Admissions, 7300 Reinhardt Circle, Waleska, GA 30183 ~ 770-720-5760~ fax 770-720-5739 ~
gradadmissions@reinhardt.edu

November 2015