

# SPONSORSHIP AGREEMENT

## FOR GLOBAL MBA ADMISSION

### INSTRUCTIONS

Please complete this form, then scan and submit to [rossgmba@umich.edu](mailto:rossgmba@umich.edu). Alternatively, the applicant may submit this form along with his or her admission application. If the company is nominating more than one applicant, please submit a separate agreement for each applicant.

### SPONSOR INFORMATION

COMPANY NAME		INDUSTRY	
YEAR FOUNDED	NO. OF EMPLOYEES	LAST YEAR REVENUE (IN US \$)	WEB ADDRESS

### APPLICANT INFORMATION

APPLICANT'S FULL NAME (LAST, FIRST, MIDDLE)		TITLE/POSITION	
DEPARTMENT			
OFFICE ADDRESS			
CITY	STATE (PROVINCE)	COUNTRY	ZIP (POSTAL) CODE
PHONE		EMAIL	

### CONTACT PERSON INFORMATION

CONTACT'S FULL NAME (LAST, FIRST, MIDDLE)		TITLE/POSITION	
DEPARTMENT			
OFFICE ADDRESS			
CITY	STATE (PROVINCE)	COUNTRY	ZIP (POSTAL) CODE
PHONE		EMAIL	

### SPONSORSHIP AGREEMENT

My signature below certifies that our company consents to the terms in the Michigan Ross Global MBA Class of 2020 Program Policy and that, if admission to the program is granted, we will sponsor the applicant for the program beginning Feb. 25, 2019, and running through July 3, 2020.

SIGNATURE*	DATE
FULL NAME (LAST, FIRST, MIDDLE)*	TITLE/POSITION

*\*An executive or manager who has signing authority for foreign education programs may sign.*

This document provides an overview of the Global MBA Program at the Stephen M. Ross School of Business at the University of Michigan (the school hereafter), including administration, curriculum, admission procedures, and tuition and fees.

## 1. ADMINISTRATION

- 1.1 The Global MBA is a 16-month, full-time program that begins at the end of February each year.
- 1.2 The curriculum is the same as that of the school's Full-Time MBA Program.
- 1.3 Upon successful completion of academic requirements, participants receive a Master of Business Administration (MBA) degree.
- 1.4 Only individuals with sponsorship, including corporations, firms, institutions, and government entities, are eligible to apply to the program.
  - 1.4.1 Licensed professionals, entrepreneurs, and heirs to family businesses who plan to return to their current employment after graduation may be eligible for sponsorship.
  - 1.4.2 The sponsoring organization must submit the sponsorship application prior to or along with an applicant's individual admission application.
  - 1.4.3 If an applicant's sponsor will guarantee sponsorship only after the applicant is granted admission, the applicant must submit a letter explaining the policy. In this situation, the admissions committee will make a decision subject to receipt of a fully endorsed sponsorship application. The sponsoring organization must submit the sponsorship application within two weeks of the date of the admission offer.
  - 1.4.4 The program is offered exclusively to sponsored students who plan to return to their sponsor after graduation, therefore, students in the program cannot access career services at the school or at the University of Michigan.
- 1.5 If a student withdraws before completing the program, the credits earned are not transferable to any other MBA programs at the school.

## 2. CURRICULUM

- 2.1 The Michigan Ross MBA curriculum requires successful completion of 57 graduate credit hours and includes a series of core courses and elective courses, as well as a field project called the Multidisciplinary Action Projects (MAP) course.
  - 2.1.1 Students must maintain a minimum GPA of 2.0 to graduate.
- 2.2 The MBA curriculum consists of both core and elective courses. The core courses establish a basic understanding of the functional responsibilities of an organization. The elective courses allow for integration of concepts learned in the core to courses in a student's individual area of interest. The program concludes with the Multidisciplinary Action Project (MAP).
- 2.3 The core courses are scheduled from the end of February through August of the year the program begins.
  - 2.3.1 From February through May, core courses are conducted four weeks each in Korea, Japan, and California.
    - 2.3.1.1 Students complete 3.0 credit hours of business communication, 11.25 credit hours of the MBA core curriculum, and 1.0 credit hour of benchmarking.
  - 2.3.2 From June through August, core courses are conducted in Ann Arbor.
    - 2.3.2.1 The remaining 8.25 credit hours of the core curriculum are completed.
- 2.4 Elective courses are scheduled from September of the year the program begins through April of the following year at the Ann Arbor campus.
  - 2.4.1 Students must complete a minimum of 27 elective credit hours during the fall and winter terms to meet graduation requirements.
  - 2.4.2 Students can take a maximum of 18 credit hours each session without additional tuition payment.
  - 2.4.3 Students can take up to 10 credit hours of graduate study in other University of Michigan schools and colleges depending on availability and course prerequisites.
  - 2.4.4 Individual and group research projects, supervised by faculty, are available to students in good academic standing. Students may earn one to three credit hours per project, elect only one research project per term, and apply a maximum of six research project credit hours toward degree requirements.
  - 2.4.5 Students may attend various special lectures and programs without additional charge.
  - 2.4.6 Students may apply to the Michigan Ross Semester Exchange Program for an opportunity to study for one term at one of our worldwide partner schools.
- 2.5 The Multidisciplinary Action Project (MAP) starts in May in the second year of the program.
  - 2.5.1 MAP is a mandatory, 7.5 credit hour course within the Michigan Ross MBA curriculum.
  - 2.5.2 Projects primarily are in the U.S. The school will attempt to develop projects at alternate locations if requested by a sponsor company.
  - 2.5.3 Students bid for projects of their preference, but the school reserves the right to assign students to a project regardless of their preference.

## 3. ADMISSION

- 3.1 Typical students are high-potential employees identified by their employer as having the ability to progress as a future leader.
- 3.2 Each nominated candidate must submit an individual admission application.
- 3.3 All applicants must take the Graduate Management Admission Test (GMAT) or the Graduate Record Examination (GRE), as well as the Test of English as a Foreign Language (TOEFL). Test results must be reported directly from the governing institutions.
  - 3.3.1 Applicants who earned a degree from an accredited U.S. school or from an institution abroad where the curriculum is taught exclusively in English may waive the TOEFL requirement.

- 3.3.2 Applicants may waive the TOEFL requirement if they have two or more years of full-time work experience in the U.S. where communication is exclusively in English within the past five years.
- 3.3.3 Applicants with a valid IELTS score of 7.0 or higher may submit their official IELTS results in lieu of TOEFL results.
- 3.4 For early admission consideration, applicants must submit all admission requirements, including official score reports, between April 1 and Oct. 31, 2018.
  - 3.4.1 Applicants who are denied in the early admission period are eligible for admission consideration during the regular admission period. For consideration during the regular admission period, applicants should submit improved test score reports by the deadlines shown below.
- 3.5 For regular admission consideration, applications and official score reports must be submitted by Nov. 26, 2018.
  - 3.5.1 Incomplete applications as of Nov. 26, 2018 will be moved to the extended round.
  - 3.5.2 Applicants may take additional tests through Dec. 31 in an attempt to strengthen their application.
- 3.6 For extended admission consideration, applications, including official score reports, must be submitted by Jan. 2, 2019.
  - 3.6.1 Applications will be accepted for any remaining seats.
  - 3.6.2 Applications will be processed as they are received. The earlier an application is submitted, the earlier an admission decision will be made.
- 3.7 Admission interviews will be scheduled typically within two weeks of application submission.
- 3.8 Admission decisions will be notified typically within two weeks of the interview.
- 3.9 Applicants admitted during the regular admission round must confirm acceptance within one week of the offer. Applicants admitted during the extended round must confirm acceptance immediately.
- 3.10 The admissions committee will assess English ability during the application process. Depending upon English ability, applicants may receive conditional admission subject to completion of intensive English instruction prior to the start of the Global MBA Program on Feb. 25, 2019.
  - 3.10.1 The school has developed an intensive pre-MBA English course jointly with a professional language institute. The course will be held in Seoul, Korea, Feb. 4-23, 2019.
  - 3.10.2 Applicants who are not able to attend the English program in Korea may fulfill the requirement individually at an accredited institution.
    - 3.10.2.1 Admitted students who prefer this option must submit a study plan to the Global MBA Program office for approval.
    - 3.10.2.2 An instructor whose native language is English must conduct the course, and the total hours of instruction should equal the total hours of the Ross course.
  - 3.10.3 All fees associated with a pre-MBA English program are the responsibility of either the student or the sponsor company.
- 3.11 The school considers applicants without regard for race, sex, sexual orientation, color, religion, national origin or ancestry, age, marital status, handicap, height, or weight.

## 4. FINANCE

- 4.1 Candidates must submit a nonrefundable application fee of \$200.
- 4.2 The tuition of the Global MBA Program is the same as the school's 2-year Full-Time MBA Program.
- 4.3 The school will invoice tuition for each of the four terms students are registered: winter 2019, spring/summer 2019, fall 2019, and winter 2020.
  - 4.3.1 Tuition is due on Jan. 2, April 30, Aug. 31, 2019, and Jan. 2, 2020. The school will send an electronic invoice approximately two weeks prior to the due date.
  - 4.3.2 Tuition for the winter 2019 and spring/summer 2019 terms will be based on the rate for the 2018-19 academic year. Tuition for the fall 2019-20 and winter 2020 terms will be based on the rate for the 2019-2020 academic year. The university's board of regents determines tuition in July each year for the upcoming academic year. Tuition for the 2017-18 academic year was \$33,650 per term.
  - 4.3.3 The first tuition payment for students admitted after Jan. 2, 2019 is due immediately upon acceptance of the offer of admission.
  - 4.3.4 The tuition fee does not include students' travel, lodging, and course material expenses during the program.
- 4.4 The school will add a registration fee to each invoice. The registration fee for the 2017-2018 academic year was \$164.
- 4.5 Room and board expenses for the session in Asia and California will be invoiced separately in January 2019.
- 4.6 Applicants who are admitted to the program in the early admission period must submit \$1,000, along with their notification of acceptance to the school, within one week of the date of the offer. The school will apply this nonrefundable deposit to the first-term tuition payment.
- 4.7 The school reserves the right to revoke admission for students whose tuition or deposit payment is not received by the due date.
- 4.8 Tuition is nonrefundable. Payment past due may be subject to a late fee. The school reserves the right to prohibit students from attending classes if their payment is past due.
- 4.9 All international students must enroll in the university's International Student Health Insurance Plan immediately upon arrival in the U.S. To substitute a private plan, students must receive approval from the university's International Center.

The Stephen M. Ross School of Business at the University of Michigan reserves the right to change without notice any statement in this policy concerning, but not limited to, curriculum, courses, faculty, tuition, fees, policies, and rules. If course or curriculum changes take place after the program begins, we will make every effort to implement the changes in the best interest of the student.