

University of Hawaii at Manoa
Shidler College of Business
PhD Program in Business Administration

This form must be included in your application packet to ensure your application is not delayed due to missing documents

NAME: _____ ADDRESS: _____

EMAIL: _____

PHONE: (____) _____

Specialization applying for:

- Accounting
- Finance
- Marketing
- Organization and Strategy
- Information Technology Management

DEADLINES:

All application materials must be received or post marked January 31, 2017. Materials must be postmarked January 31 to be considered. If materials are mailed on January 31st please notify the office and mail it the quickest way possible.

This information is for your reference only and is subject to change without prior notice.

Submit the following documents to the Shidler College of Business

Doctoral Program Office:

- Admissions Checklist
- Official GMAT score: Taken within the past 5 years (GMAT Code: PBQ-59-26)
- Statement of Objectives
- Resume or Curriculum vitae
 - o Please include all work experience, internships and related activities
- Letters of Recommendation (3 required)
 - o Letters should have attached the Recommendation Application Form (if Recommendation form is not received application will be considered incomplete)
- Optional: writing sample or research paper

Mail or email (phdbus@hawaii.edu) the above materials to the *Shidler College of Business PhD Program in Business Administration*:

University of Hawaii at Manoa
Shidler College of Business
PhD Program in Business Administration
2404 Maile Way, D307
Honolulu, HI 96822, USA

Questions regarding the above information should be directed to *Shidler College of Business PhD Program in Business Administration*:

Phone: (808) 956-6723

Email: phdbus@hawaii.edu

Submit the following documents to the University of Hawaii at Manoa Graduate Admission Office. Please visit the website for more information:

www.hawaii.edu/graduate

- UH Graduate Application Form
 - **Online (preferred)** -<http://apply.hawaii.edu>
- \$100 (USD) Application Fee
- One copy of official transcripts from *each* post-secondary institutions attended (UH Manoa transcripts are not required)
 - All transcripts need to be sent from the institution to the Graduate Admissions Office in a sealed institutional envelope.
- International Mark Sheets (transcripts) and Academic Records** - Non-English mark sheets/academic records must be issued in the original language and be accompanied by English translations. *English translations must be exact word for word translations of the original document.* Translations issued by the institution must bear the official institution seal or stamp and be attached to the official transcript of academic record. Translations by professional translators must bear the translator's original signature and be accompanied by a copy of the original language document.
- Official TOEFL or IELTS Scores (if required) - Test scores cannot be more than two years old. (Institution code: 4867)
- Official GRE score (Institution code: 4867)

Mail the above materials to the University of Hawaii at Manoa *Graduate Admissions Office*:

**University of Hawaii at Manoa
Graduate Admissions Office
2540 Maile Way, Spalding 354
Honolulu, HI 96822, USA**

Questions regarding the above information should be directed to the *Graduate Admission Office*

Phone: (808) 956-8544, (808) 956-8045

Email: info@grad.hawaii.edu **In Person:** Spalding Hall 354

Online: <http://www.manoa.hawaii.edu/graduate/>

All of the above documents must be submitted to complete your application packet. Only complete applications will be considered for review