



Oklahoma State University
College of Business Administration
Master of Science in Telecommunications Management
Program Application

INSTRUCTIONS

Admission to the Master of Science in Telecommunications Management (MSTM) Program at Oklahoma State University (OSU) requires that an applicant first be admitted to the OSU Graduate College. As a result, two application forms are required, one for the OSU Graduate College and one for the MSTM Program. Because two different offices use the application forms, it is essential that you complete both forms.

I. OSU Graduate College Application Requirements

A. Graduate Application for Admission Form

Please complete the OSU Graduate College "Application for Admission" form. Please type or print all information on this form. Give your full name and avoid initials, abbreviations, or nicknames. Please always use the name you listed on this application consistently in all your official relations and inquiries both with the University and the MSTM Program.

When completing the "Application for Admission" form with the intention of entering the MSTM Program, please:

1. Insert "Telecommunications Management" as the Proposed Major and insert "Master of Science" (M.S.) as the Degree Sought.
2. Enclose a \$25 check or money order (**\$50 for international students**) made payable to Oklahoma State University for the Graduate College application.

B. Official Copies of Transcripts

Please submit a transcript from each college and university you have attended, including Oklahoma State University (regardless of the number of credits earned). To be considered official, transcripts must bear the original signature of the registrar and the impression seal of the issuing institution. **Transfer credits listed on a transcript are not acceptable for application purposes; a transcript from the institution at which the credits were earned must be submitted.** Applicants are responsible for contacting each university/ college and requesting official transcripts. Please submit each transcript in a sealed envelope with the registrar's signature across the flap. All transcripts should be sent unopened to the OSU Graduate College with the other application materials.

College seniors should submit transcripts as soon as grades for the first term of the senior year are available. To certify completion of undergraduate degree requirements, seniors admitted to OSU's MSTM Program will be asked to submit a final transcript with degree posted.

If a school will not issue official transcripts to you under any circumstances, they may send transcripts directly to the OSU Graduate College. You must, however, include a note with your application explaining the situation.

C. International Applicants Should Supply:

1. Official Results of the Test of English as a Foreign Language (TOEFL)

A minimum score of 250 computer-based or 600 paper-based score is required for admission to the MSTM Program. The TOEFL code for the MSTM Program is 6528. For inquiries concerning testing arrangements and results please contact: **Test of English as a Foreign Language, Educational Testing Service, P.O. Box 6151, Princeton, NJ 08541-6151, USA., Phone: 609-921-9000.**

2. Confirmation of Financial Resources Form

This form states that the applicant has sufficient funding for tuition and living expenses for the duration of the MSTM Program.

D. Please send the following materials directly to the OSU Graduate College:

- The OSU Graduate College Application for Admission form
- One official copy of your transcript(s)
- Official TOEFL score if applicable
- Confirmation of Financial Resources if applicable

The OSU Graduate College mailing address is: **Graduate College, 202 Whitehurst, Oklahoma State University, Stillwater, Oklahoma 74078-0050, Phone: 1-800-227-4723.**

II MSTM Program Application Requirements

A. Master of Science in Telecommunications Management Degree Application Form

The "OSU Telecommunications Management Program Application" form requests information regarding your personal history, academic preparation, and work experience. It also requests a one-page statement of goals and objectives. Please type or print all information on these forms. Also, please be certain that you read the statement and sign your name at the bottom of 4 of this application form.

B. Written Evaluations from Three Recommenders

Meaningful evaluations are those submitted by individuals who are or have been directly responsible for evaluating your academic and/or professional performance and potential. You should provide each recommender with one evaluation form. Recommenders should seal the completed form in an envelope, then sign across the envelope seal and return the sealed recommendation to you. Please send all three evaluations **unopened** to the MSTM Program Office with your other application materials.

C. GMAT or GRE Scores

In addition to submitting the completed application package, applicants for full-time are required to take either the Graduate Management Admission Test (GMAT) or the Graduate Record Exam (GRE). Those applying for part-time status with a technically oriented undergraduate degree, a 3.2 GPA, and two or more years of telecommunications or networking experience may qualify for a waiver of the examination.

The OSU MSTM Program must receive an official copy of your GMAT or GRE results from the Educational Testing Service (ETS). The GMAT code for the MSTM Program is 6560. The GRE university code is R6546 and the GRE department code is 4201. ETS should forward all current and previous results to the OSU MSTM Program Office. For inquiries concerning testing arrangements and results, please contact:

Graduate Management Admission Test
Educational Testing Service
P.O. Box 610 Princeton, NJ 08541-6103
Phone: 609-771-7330
E-mail: gmat@ets.org Website: <http://www.gmat.org>

Or

Graduate Record Exam Educational Testing Service
P.O. Box 6000 Princeton, NJ 08541-6000
Phone: 609-771-7670
E-mail: gre-info@ets.org Website: <http://www.gre.org>

*Both exams are available in a computerized format at the Sylvan Technology Centers in major U.S. cities. Sylvan offers the exam several weeks out of each month. To register, contact Sylvan at 1-800-967-1100.

D. Statement of Qualifications, Goals, and Objectives

Please prepare a one-page, typewritten, double-spaced essay that includes the following:

- What are your career goals?
- How will an MSTM degree aid you in achieving these goals?
- Why are you applying to Oklahoma State University's MSTM Program?
- What personal strengths will help you attain your goals?
- What personal challenges do you face to attain your goals?

E. Please send the following materials directly to the OSU MSTM program office:

- The OSU Telecommunications Management Program Application
- One official copy of your transcript(s)
- Written evaluations from three recommenders
- GMAT or GRE scores
- Statement of Qualifications, Goals, and Objectives
- A copy of your TOEFL score if applicable

The MSTM program mailing address is: **M.S. in Telecommunications Management, 102 Gundersen, Oklahoma State University, Stillwater, OK 74078-4011, Phone: 405-744-9000, Fax: 405-744-7474, E-mail: mstm-osu@okstate.edu**
[URL:http://mstm.okstate.edu](http://mstm.okstate.edu)

Note: All application materials and supporting documents become the confidential property of Oklahoma State University and will not be returned. **Please note that admissions offers are valid for one year only.** Should you not enroll within that time period, you must reapply.

III. Application Deadlines for Admission to the MSTM Program :

Application materials must be received by the following dates to be considered for admission.

International Applicants	U.S. Applicants Seeking Financial Aid	U.S. Applicants Not Seeking Financial Aid
March 1 Fall Admission	April 1 Fall Admission	July 1 Fall Admission
August 1 Spring Admission	October 1 Spring Admission	November 1 Spring Admission

We urge you to submit your completed application package as early as possible to be considered for Graduate Assistantships and other forms of financial assistance.



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Please type or print all information.

Application is for: Stillwater Campus OSU-Tulsa Distance Learning

Name _____ Social Security Number _____

Address _____ City _____ State _____ Zip _____

Country _____ E-mail _____

Home Phone _____ Work Phone _____ Fax _____

Academic Performance

1. Undergraduate Grade Point Average _____ on a _____ scale

2. Test Score:

GMAT Total _____ Verbal _____ Quantitative _____ Analytical Writing _____

GRE Total _____ Verbal _____ Quantitative _____ Analytical _____

Test Date _____

Anticipated Test Date (if GMAT or GRE not previously taken) _____

Test of English as a Foreign Language (TOEFL) _____

3. Indicate below all scholastic honors you have earned (collegiate and graduate work only).

Extracurricular/Community Activities

4. Indicate below any extracurricular activities (including varsity sports) in which you participated while in college. Use additional sheets as necessary.

Activity	Years From	Involved To	Position/Office Held

Employment History

5. Please note the details of your current or most recent job. If you would like to note other related job experience, please use additional sheets as necessary. College seniors should list each summer job held while attending college and each part-time job requiring more than ten hours per week held while attending college.

Dates		Firm/Employer
From	To	
Location		Job Title
Responsibilities		
Reason for Leaving Job/Position		

Recommendations

6. List the full name, address, and position of your three recommenders.

(1) Name	(2) Name	(3) Name
Position/Title	Position/Title	Position/Title
Organization	Organization	Organization
Address	Address	Address
Telephone	Telephone	Telephone

Statement of qualifications, Goals and Objectives

7. Please remember to attach your statement of qualifications, goals, and objectives to this application form.

Graduate Assistantship and Financial Aid

8. Would you like to be considered for a graduate assistantship? Yes No

In order to be considered for a graduate assistantship, you would need to be a full-time student and available to work 10 hours per week assisting MSTM faculty and staff with research, grading, databases, web pages, etc.

The information provided in this application is a true and accurate account. The essay and work history were written solely by me, without assistance from any other individual. I understand that withholding information or providing false statements will disqualify me from consideration for admission to Oklahoma State University's MSTM Program.

Signature

Date