With campuses in Northern California’s economic power centers, the UC Davis Graduate School of Management attracts entrepreneurial students to a collaborative learning environment characterized by a rigorous curriculum taught by internationally renowned faculty.

The UC Davis MBA Program offers an online application process for your convenience, and to facilitate faster review of your application. UC Davis MBA Admissions uses a self-managed application process where you collect and upload all your application materials (essays, résumé, unofficial transcripts and test scores) online.

Recommendations are also submitted through the online application system. Official transcripts and test scores are only required for matriculating students.

Full-Time & Part-Time MBA Programs

<table>
<thead>
<tr>
<th>Application Deadlines</th>
<th>Decision Notification</th>
</tr>
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<tbody>
<tr>
<td>Round 1</td>
<td>Round 2</td>
</tr>
<tr>
<td>November 2</td>
<td>January 11</td>
</tr>
<tr>
<td>December 14</td>
<td>February 22</td>
</tr>
</tbody>
</table>

To be reviewed, we need:

- Application Form
- Current Résumé
- Optional: List of outside activities, awards and honors
- Personal Essays: 1 essay, 1 personal introduction
- Unofficial transcripts from all prior colleges and universities
- Recommendations (2) submitted online or in sealed envelope(s) for paper recommendations
- Official GMAT or GRE Test score report
- Official TOEFL, or IELTS (international applicants) report
- US$125 Application Fee

Mailing Address
Graduate School of Management – MBA Admissions
1101 Gallagher Hall
One Shields Avenue
Davis, CA 95616
1. APPLICATION
Complete all data fields on the application form. Your signature verifies the accuracy of your application. When applying online, your electronic signature serves as verification.

Applicants who have already completed an MBA degree are not eligible for admission to the UC Davis MBA Program.

2. PROFESSIONAL RÉSUMÉ
Include a copy of your current professional résumé. It should include your work history, with each employer’s name and location, your title and dates of employment (month and year), and a summary of your accomplishments and responsibilities. List full-time positions, military assignments and significant part-time or summer work experience. Please account for all time that has elapsed since you started working, including gaps. This résumé should also list your education history, including schools attended and credentials earned.

3. SUPPLEMENTAL: OUTSIDE ACTIVITIES, AWARDS AND HONORS
List honors, awards and recognitions that you have received. Include distinctive achievements and significant activities or organizations. Please include dates of participation, offices held and average hours spent per month.

4. ESSAYS
Answer the two essay questions on the application. Share your individual perspectives and the experiences that you believe will be most informative to the Admissions Committee. There is an additional optional essay to share supplemental information about your candidacy with the Admissions Committee.

5. TRANSCRIPTS
You must hold a four-year U.S. bachelor’s degree or its equivalent from an accredited college or university to be considered for admission. We require transcripts from all institutions you have attended, whether or not you have earned a degree, including all University of California campuses. We will evaluate your application with unofficial transcripts, that you should upload with your application. Once you have been admitted, you are required to submit official transcripts and they should be mailed directly to:

Graduate School of Management – MBA Admissions
1101 Gallagher Hall
One Shields Avenue
Davis, CA 95616

Transcripts from Schools Outside the United States
If your school retains the only official copy of your transcript, a copy certified by an officer of the university is acceptable. If you cannot obtain a transcript directly from the school, and you possess an original transcript, you may submit an attested copy from the embassy or consulate of the country where the school is located. If the transcript is not in English, you must obtain a certified English translation from an accredited professional and submit it with a copy of the original transcript.

6. PROFESSIONAL RECOMMENDATIONS
Submit two recommendations from individuals who can comment objectively about your professional qualifications, ideally from current or recent managers. If you are applying to either part-time MBA program, one recommendation should be from your current direct manager. Recommendations from family, friends and acquaintances are not appropriate and may detract from your overall application. If your recommender prefers to submit a paper recommendation, you can provide a blank UC Davis MBA recommendation form, have them complete and return it to you in a signed sealed envelope, and then submit it unopened to UC Davis MBA Admissions.
7. GRADUATE MANAGEMENT ADMISSION TEST (GMAT) OR GRADUATE RECORD EXAMINATION (GRE)

Test scores are valid for five years.

Option 1: GMAT
mba.com/mba/TaketheGMAT

You may register for the GMAT through the Graduate Management Admissions Council.

You must request that your official scores are sent directly to UC Davis MBA Admissions using the following codes:

- Full-Time MBA Program in Davis
  B1S-VF-91
- Part-Time MBA Program in Sacramento
  B1S-VF-79
- Part-Time MBA Program in the Bay Area
  B1S-VF-25

Option 2: GRE
ets.org/gre

You may register for the GRE by contacting Educational Testing Services.

You must request that ETS send your official scores directly to UC Davis MBA Admissions using the Designated Institution (DI) code: 7887

8. TEST OF ENGLISH AS A FOREIGN LANGUAGE (TOEFL)

www.ets.org/toefl

OR INTERNATIONAL ENGLISH LANGUAGE TESTING SYSTEM (IELTS)

www.ielts.org

If your native language is not English, you must submit TOEFL or IELTS scores. Scores are valid for two years. (If you completed a four-year undergraduate degree in English in an English-speaking country, the TOEFL or IELTS is not required.)

Register for the TOEFL by contacting the Educational Testing Service (ETS).

The minimum score requirements for the TOEFL are 600 on the paper-based test, 250 on the computer-based test, or 100 on the Internet-based test.

You must request that ETS send your official scores directly to UC Davis Graduate School of Management using ETS code: 4834.

9. APPLICATION FEE

If you are applying with a paper application, you must submit a check or money order (payable to UC Regents) in the amount of US $125. The fee covers the cost of processing the application and is not refundable or transferable to other University of California campuses or programs. Applicants from disadvantaged backgrounds may request a waiver of the application fee by contacting UC Davis MBA Admissions at admissions@gsm.ucdavis.edu.

Mail application materials not submitted online to:

Graduate School of Management – MBA Admissions
1101 Gallagher Hall
One Shields Avenue
Davis, CA 95616

APPLICATION MATERIALS

All application materials become the confidential property of the UC Davis Graduate School of Management and cannot be returned or copied. We recommend that you retain a copy for your records. We reserve the right to verify the accuracy of all information submitted on your application. Submitting incomplete or false information may be grounds for revoking admission.
REAPPLICATION
If you applied for fall 2016 admission, we can use previous transcripts, recommendations and other supporting documents. However, you must submit new application forms, an updated résumé, new essays, one new recommendation, transcripts for any new academic work and the application fee.

INTERVIEWS
Interviews are available by invitation only. The Admissions Committee will contact you via email to schedule at a mutually convenient time.

CONCURRENT (JOINT) DEGREES
Concurrent degrees are only available through the UC Davis Full-Time MBA program. To apply for a concurrent degree, you must apply separately to each program at UC Davis. Each program will make an independent decision using its own admissions criteria.

FINANCIAL AID
UC Davis offers financial assistance to qualified students to help meet their educational expenses. Specific financial aid options are based on whether you enroll as a Full-Time MBA or Part-time MBA. For more information, visit our web site at:

Full-time Information:
gsm.ucdavis.edu/full-time-mba-financing-your-degree

Sacramento Program:
gsm.ucdavis.edu/sacramento-costs-financial-aid

Bay Area Program:
gsm.ucdavis.edu/bay-area-costs-financial-aid

RESIDENT STATUS FOR TUITION PURPOSES
If you are not a California resident, you may apply to establish residence if: 1) you are a U.S. citizen; 2) you are a permanent resident or other immigrant; or 3) you are a nonimmigrant who is not precluded from establishing a domicile in the U.S. To establish residence you must be physically present in California for more than one year and must have come here with the intent to make California your home and not solely to attend school. Intent includes, but is not limited to, having a California driver’s license or ID card, registering to vote and voting, using a California address on all records, and paying state income tax as a resident. These steps must be taken one full year before the start of the quarter in which you wish to be classified a resident. If you have questions regarding your residency status, please contact the Residence Deputy in the Registrar’s Office at 530-752-5029 or residencedeputy@ucdavis.edu. The Deputy is the only person authorized to give advice, information and final determination on residence matters.

MORE INFORMATION
For more information, visit gsm.ucdavis.edu.

Please contact us if you have any questions about our admission requirements or application procedures. Telephone: 530-752-7658
E-mail: admissions@gsm.ucdavis.edu.
# Important Contacts

## UC Davis Department

<table>
<thead>
<tr>
<th>MBA Admissions and Scholarships</th>
<th>530-752-7658</th>
<th>530-754-9355</th>
<th><a href="mailto:admissions@gsm.ucdavis.edu">admissions@gsm.ucdavis.edu</a></th>
<th>gsm.ucdavis.edu</th>
</tr>
</thead>
<tbody>
<tr>
<td>MBA Career Development</td>
<td>530-752-4003</td>
<td>530-754-9355</td>
<td><a href="mailto:careerdevelopment@gsm.ucdavis.edu">careerdevelopment@gsm.ucdavis.edu</a></td>
<td>gsm.ucdavis.edu/career-development</td>
</tr>
<tr>
<td>Residence Deputy</td>
<td>530-752-5029</td>
<td>530-752-6906</td>
<td><a href="mailto:residence@ucdavis.edu">residence@ucdavis.edu</a></td>
<td>registrar.ucdavis.edu/tuition/residence</td>
</tr>
<tr>
<td>Services for International</td>
<td>530-752-0864</td>
<td>530-752-5822</td>
<td><a href="mailto:siss@ucdavis.edu">siss@ucdavis.edu</a></td>
<td>siss.ucdavis.edu</td>
</tr>
<tr>
<td>Students &amp; Scholars</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Disability Center TTY</td>
<td>530-752-3184</td>
<td>530-752-0161</td>
<td><a href="mailto:sdc@ucdavis.edu">sdc@ucdavis.edu</a></td>
<td>sdc.ucdavis.edu</td>
</tr>
<tr>
<td>Student Housing</td>
<td>530-752-2033</td>
<td>530-752-4345</td>
<td><a href="mailto:studenthousing@ucdavis.edu">studenthousing@ucdavis.edu</a></td>
<td>housing.ucdavis.edu</td>
</tr>
<tr>
<td>Veterans Affairs</td>
<td>530-752-2020</td>
<td>530-752-5500</td>
<td><a href="mailto:vaoffice@ucdavis.edu">vaoffice@ucdavis.edu</a></td>
<td>success.ucdavis.edu/tru/veteran</td>
</tr>
</tbody>
</table>

## Other Graduate Admissions Offices

<table>
<thead>
<tr>
<th>Graduate Studies</th>
<th>530-752-0650</th>
<th>530-752-6222</th>
<th><a href="mailto:gradservices@ucdavis.edu">gradservices@ucdavis.edu</a></th>
<th>gradstudies.ucdavis.edu</th>
</tr>
</thead>
<tbody>
<tr>
<td>Law</td>
<td>530-752-6477</td>
<td>530-752-7279</td>
<td><a href="mailto:admissions@law.ucdavis.edu">admissions@law.ucdavis.edu</a></td>
<td><a href="http://www.law.ucdavis.edu">www.law.ucdavis.edu</a></td>
</tr>
<tr>
<td>Nursing</td>
<td>916-734-2145</td>
<td>916-734-3257</td>
<td><a href="mailto:BettyIreneMooreSON@ucdavis.edu">BettyIreneMooreSON@ucdavis.edu</a></td>
<td>ucdmc.ucdavis.edu/nursing</td>
</tr>
<tr>
<td>Veterinary Medicine</td>
<td>530-752-1383</td>
<td>530-752-2801</td>
<td><a href="mailto:admissions@vetmed.ucdavis.edu">admissions@vetmed.ucdavis.edu</a></td>
<td><a href="http://www.vetmed.ucdavis.edu">www.vetmed.ucdavis.edu</a></td>
</tr>
</tbody>
</table>

## Outside Agencies

<table>
<thead>
<tr>
<th>Educational Testing Services (ETS)</th>
<th>609-921-9000</th>
<th><a href="mailto:etsinfo@ets.org">etsinfo@ets.org</a></th>
<th>ets.org</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Student Aid Information Center</td>
<td>800-4-FED-AID (800-433-3243)</td>
<td>See Website</td>
<td>studentaid.ed.gov</td>
</tr>
<tr>
<td>Graduate Management Admission Test (GMAT)</td>
<td>952-681-3680</td>
<td>See Website</td>
<td>mba.com</td>
</tr>
<tr>
<td>Graduate Record Examinations (GRE)</td>
<td>609-771-7670</td>
<td><a href="mailto:gretests@ets.org">gretests@ets.org</a></td>
<td>ets.org/gre</td>
</tr>
<tr>
<td>International English Language Testing System (IELTS)</td>
<td>323-255-2771</td>
<td><a href="mailto:ielts@ieltsintl.org">ielts@ieltsintl.org</a></td>
<td>ielts.org</td>
</tr>
<tr>
<td>Test of English as a Foreign Language (TOEFL)</td>
<td>609-771-7100</td>
<td><a href="mailto:toefl@ets.org">toefl@ets.org</a></td>
<td>toefl.org</td>
</tr>
</tbody>
</table>
Applying for:

- Full-Time MBA Program in Davis
- Part-Time MBA Program in Sacramento
- Part-Time MBA Program in the Bay Area

What is your anticipated concentration?

If you plan to specialize further, please specify the area (e.g., industry, focus)

Are you applying for concurrent (joint) degree status with another UC Davis program?

- No
- Yes, applying
- Yes, currently enrolled

If yes, which program?

Did you previously apply for admission to the UC Davis Graduate School of Management?

- No
- Yes

If yes, which year?

List all graduate schools to which you are applying:

How did you learn about the UC Davis MBA? (check all that apply)

- Friend/Colleague
- Family Member
- UC Davis website/Other website
- mba.com
- MBA Tour
- QS tour
- Facebook or Twitter
- Information Session
- Radio
- Alumni
- Online Ad
- Outdoor Advertisement (BART)
- Other

Full Legal Name:

(Last [Family] Name, First Name, Middle Name, Suffix [Jr., III, etc.])

By what name will people know you at UC Davis? (e.g., William, Bill, Skip)

Other names that appear on transcripts or documents

Address for Admissions Decision:

(Address line 1)

(Address line 2)

(City, State, Postal Code, Country)

Direct URL to your LinkedIn profile: Please list your Twitter handle:

Preferred E-mail: Home Phone Number ( )

Preferred Mobile Phone Number ( ) Work Phone Number ( )

U.S. Social Security Number:

State of Permanent Residence in U.S.

Country of Citizenship (if dual, list both): Birth Date:

* Pursuant to the Federal Privacy Act of 1974, you are hereby notified that disclosure of your social security number is mandatory. The University's record-keeping systems relating to this application were established prior to January 1, 1973, pursuant to the authority of The Regents of the University of California under Art. IX, Sec. 9 of the California Constitution and the Undergraduate Admission System Reference Manual, Information System Division, Office of the Vice President—Business and Finance. University of California, January 5, 1972, p. 1-5. The principal uses of the number shall be (1) verify your identity in the Graduate School of Management Admissions record system, and (2) tie in with the integrated student information system.

** This is required for both U.S. citizens and permanent residents of the U.S.
Expected status while at UC Davis GSM: [ ] U.S. Citizen [ ] U.S. Permanent Resident [ ] International – F1 Visa [ ] International – J1 Visa [ ] International – Other Visa (if other, list here) [ ]

What is your native language? [ ] List the other languages you speak fluently [ ]

Where are you currently located? [City, State, Zip, Country]

Where is your primary work location? [City, State, Country]

Check here if your MBA education will be sponsored by your employer [ ] Yes, full [ ] Yes, partial [ ] No [ ]

List any scholarships or fellowships and their estimated amounts.

Are you eligible and planning to use any U.S. veteran education benefits while attending school? [ ] Yes [ ] No [ ] Select the statement that best describes you. When you enroll at the Graduate School of Management, I expect to be: [ ] On active duty [ ] Reservist [ ] National Guard member [ ] Discharged Veteran no longer serving on active duty or in the Reserves or National Guard [ ] Dependent/Former dependent of one of the above [ ] None of the above [ ]

Which U.S. branch of service are you or did you serve? [ ] Army [ ] Air Force [ ] Coast Guard [ ] Marines [ ] Navy [ ]

Which U.S. veteran education benefit do you plan to use? [ ] Post 9/11 GI Bill [ ] Yellow Ribbon [ ] Cal Vet (Full-time MBA only) [ ] Chapter 35 [ ] Active Duty TA [ ] Other (please indicate) [ ]

Estimate the number of years of full-time work experience, after the completion of your first university degree, that you will have by September 2017: [ ] years.

Beginning with your current or most recent position, list your last two full-time employers and positions, not including part-time or internship positions.

<table>
<thead>
<tr>
<th>Employer Name</th>
<th>Position</th>
<th>Dates of Employment mm/yy to mm/yy</th>
<th>Salary in U.S. $</th>
<th>Industry</th>
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Based on the goals you describe in essay #1, list the industry and position you expect to work in immediately after completing your MBA:

List any current UC Davis Graduate School of Management students, faculty or alumni with whom you are acquainted, and the nature and length of the acquaintance:

List the two individuals who will be writing your letters of recommendation.

(First Name, Last Name, Reporting Relationship) (First Name, Last Name, Reporting Relationship)
You may submit either a GMAT or a GRE score.

List your score results below. If you have taken the GMAT more than once, list your highest Total Score first.

**GMAT Results (list highest Total Score first)**

<table>
<thead>
<tr>
<th>Total Score</th>
<th>Month/Year</th>
<th>Verbal Score</th>
<th>Verbal Percentile</th>
<th>Quantitative Score</th>
<th>Quantitative Percentile</th>
<th>Total Percentile</th>
<th>Analytical Score</th>
<th>Analytical Percentile</th>
<th>Integrated Reasoning Score</th>
<th>Integrated Reasoning Percentile</th>
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**GRE Results (list most recent first)**

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<th>Month/Year</th>
<th>Verbal Score</th>
<th>Verbal Percentile</th>
<th>Quantitative Score</th>
<th>Quantitative Percentile</th>
<th>Analytical Score</th>
<th>Analytical Percentile</th>
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</table>

**TOEFL Results (list highest score)**

<table>
<thead>
<tr>
<th>Month/Year</th>
<th>Listening Score</th>
<th>Structure/Writing Score</th>
<th>Reading Score</th>
<th>Speaking Score</th>
<th>Total Score</th>
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**IELTS Results (list highest score)**

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<thead>
<tr>
<th>Month/Year</th>
<th>Listening Score</th>
<th>Reading Score</th>
<th>Writing Score</th>
<th>Speaking Score</th>
<th>Overall Score</th>
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**Academic History**

Beginning with your bachelor’s degree (or its equivalent), list all college and/or university level institutions attended, including all regular, concurrent, and summer studies, regardless of length of attendance.

<table>
<thead>
<tr>
<th>School</th>
<th>Dates Attended (mm/yy to mm/yy)</th>
<th>Degree Earned</th>
<th>Date Conferred or Expected</th>
<th>Major</th>
<th>GPA*</th>
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<tr>
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<tr>
<td>5</td>
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</tbody>
</table>

* If your school does not use a 4.0 scale for grade point average, leave blank.

List courses you expect to complete before enrolling at UC Davis, Graduate School of Management

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Institution</th>
<th>Expected Date of Completion</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

Have you ever been subject to academic discipline, placed on probation, suspended, dismissed or otherwise required to withdraw from any college or university for any reason?  □ Yes  □ No

If yes, address these circumstances in the optional essay. (An affirmative response does not automatically disqualify you from admission).
Résumé  
Please include a copy of your current one to two page résumé.  
Your résumé should recount your work history, including each organization’s name and location; your title and dates of employment (month and year); a summary of your accomplishments and responsibilities; and reason for leaving each job.  
List full-time positions, military assignments, and significant part-time or summer work experience. Please account for all time that has elapsed since you started working, including gaps.  
Your résumé should also list your educational history, including schools attended, credentials earned and subjects studied.

Supplemental – Outside Activities, Awards and Honors  
On a separate sheet list honors, awards and recognitions that you have received. Please list significant extracurricular activities during college, and significant activities or organizations that you have joined since college. List any distinctive accomplishments or achievements. Include dates of participation, offices held and average hours spent per month.

Essays  
Each essay should be typed, double-spaced, using a 12-point font.

1) Professional Goal: Our most successful MBAs can articulate their professional aspirations. In up to 300 words, describe your post-MBA role and how you will make it happen. (300 word maximum)

2) Personal Introduction: Introduce yourself to your future UC Davis MBA classmates, through one of the following methods:
   · An introductory live tweet (save & upload your tweet as a txt or pdf file) – make it live and use #ucdavismba
   · A Vine video (save & upload the web link to your Vine video as a txt or pdf file)
   · A Two-minute YouTube Video (save & upload the web link onto a pdf file)

Optional  
3) Is there any other information about your background, family or experience that you would like to share with the Admissions Committee? If you have overcome a specific challenge, please share this in the optional essay.

Additionally, if your undergraduate grade point average is below a 3.0 on a 4.0 scale (or its equivalent if not on a 4.0 scale), please provide additional information about other factors that may have affected your performance. (250 word maximum)
The University of California is required to report to federal and state agencies the ethnic/racial composition of enrolled students. Therefore, we ask that you answer the following set of questions about your ethnic and racial identity. The application form is the primary data source of demographic data for enrolled students. The University holds such information confidential and uses it only for aggregated statistical purposes. Furthermore, this information will in no way influence the application review process.

The University is required by the U.S. Department of Education to ask you to answer the following two questions on race/ethnicity:

1a) Do you consider yourself Hispanic or Latino?  □ Yes  □ No
   Includes persons of Cuban, Mexican, Puerto Rican, South or Central American or other Spanish culture or origin.

1b) In addition, select one or more of the following racial categories as appropriate for you.
   □ African American or Black  □ Asian  □ White
   □ American Indian or Alaska Native  □ Native Hawaiian or Other Pacific Islander

2) For University of California purposes, to help us understand the diverse racial and ethnic backgrounds of our students, which of the following groups best describes your background? Check as many categories as may apply.

- African American/Black
  □ African American
  □ African (from African continent)
  □ Caribbean (African/Black ancestry)
  □ Other Black or African ancestry
  □ American Indian/Alaska Native

- Asian American/Asian
  □ Asian Indian
  □ Bangladesh
  □ Cambodian
  □ Chinese/Chinese American
    (except Taiwanese)
  □ Filipino/Filipino American
  □ Hmong
  □ Indonesian
  □ Japanese/Japanese American

- Hispanic, Latino, or of Spanish Origin
  □ Cuban/Cuban American
  □ Latin American/Latino
  □ Mexican/Mexican American/Chicano
  □ Puerto Rican
  □ Other Hispanic, or of Spanish origin

- Native Hawaiian or Other Pacific Islander
  □ Fijian
  □ Guamanian/Chamorro
  □ Native Hawaiian
  □ Samoan
  □ Tongan
  □ Other Pacific Islander

- White/Caucasian
  □ European/European descent
  □ Middle Eastern
  □ North African
  □ Other White/Caucasian

---

Optional Information

Marital Status:  □ Married  □ Unmarried
Do you have children?  □ Yes  □ No  Age(s) ____________

The following optional information is being requested in connection with voluntary efforts being taken by the campus to increase participation of qualified students with disabilities. The information will be kept confidential and will be used only in accordance with the implementing regulations to Section 504 of the Rehabilitation Act of 1973. All campuses of the University of California have developed specialized resources to reduce barriers to students with disabilities. If you want information concerning services for disabled students, contact the UC Davis Student Disability Center at 530-752-3184 or TTY 530-752-6833. Please check all that apply:

1 □ Hearing  2 □ Manual Dexterity  3 □ Mobility  4 □ Speech  5 □ Visual  6 □ Learning Disabilities
7 □ Other ____________

Gender Identity:

The University of California, Davis strives to create an inclusive and welcoming campus environment for all constituents. These next questions are voluntary, but sharing this information will provide important and meaningful information for the overall provision of campus programs, resources and supports. Responses are confidential and not available to those involved in making admission decisions. For more detailed information about why these question have been included in the application, please visit http://gsm.ucdavis.edu/full-time-mba-faqs.

□ Female  □ Male  □ Trans Female/Trans Woman  □ Trans Male/Trans Man  □ Genderqueer/Gender Non-Conforming
□ Different Identity  □ Other ____________

Signature

Signature  Date

I certify that all information included in my application is complete and accurate. UC Davis reserves the right to verify all application information. Submitting false or incomplete information may be grounds for revoking admissions.
This Part to be Completed by Applicant

Name, as given on the application:

(Last [Family] Name, First Name, Middle Name, Suffix [Jr., III, etc.])

Applicant’s Statement: I understand this letter of evaluation is to be received and maintained in confidence by the University of California, Davis, for admission consideration for graduate status. I hereby expressly waive any and all rights I might have of access to this evaluation under the Family Education Rights and Privacy Act of 1974, the California Information Practices Act of 1977, and any/or all other laws, regulations or policies. I understand that the rights I am waiving include, but are not limited to, the right to inspect and review this letter; the right to have a copy of this letter made for my use; the right to request an amendment of this letter.

☐ I agree to waive access to this statement from (Name of Recommender):

☐ I do not agree to waive access to this statement from (Name of Recommender):

Signature of Applicant __________________________ Date ______________

Applicant: If your recommender is submitting a paper recommendation, provide him/her with this recommendation form and a return envelope which you have addressed to yourself.

NAME OF RECOMMENDER

(First Name, Last Name) (Reporting Relationship)

Note to Recommender

The person named above is applying to the UC Davis MBA Program and has requested that your evaluation be included as part of the information on which we will base our admission decision. The Master of Business Administration program is a professional degree designed to develop analytical, problem-solving and decision-making capabilities required for a career in management.

Assessment

Please rate the applicant on the qualities listed below and in comparison to (check one):

☐ others applying to graduate business school who you have known

☐ others in your organization who have exhibited managerial promise

☐ other group

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<th>Quality</th>
<th>Exceptional (top 2%)</th>
<th>Outstanding (top 10%)</th>
<th>Very Good (top 20%)</th>
<th>Good (top third)</th>
<th>Average (middle third)</th>
<th>Below Average (bottom third)</th>
<th>No Opportunity to Observe</th>
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<tbody>
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<td>Demonstrated Leadership</td>
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<td>Innovation/Creativity</td>
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<td>Collaboration/Teamwork</td>
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<td>Intellectual Ability</td>
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<td>Maturity</td>
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<td>Integrity/Ethics</td>
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<td>Analytical/Quantitative Skills</td>
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<td>Oral Expression</td>
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<td>Self-Confidence/Assertiveness</td>
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<td>Management Potential</td>
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</table>
Please answer the following questions. If you prefer, attach a separate letter.

1) Does the applicant report directly to you?

2) What is your reporting relationship to the applicant and how long have you been acquainted?

3) Describe the candidate’s observable performance. In particular, we are looking for comments on their initiative, follow-thru, and overall effectiveness.

4) Please tell us about specific feedback you gave the candidate and tell us what they did with this feedback.

5) Please describe a specific example where you observed the applicant in a team setting.
   What role did he/she play? What were his/her primary contributions?

6) Overall Impression of Candidate: □ Outstanding □ Strong □ Average □ Fair □ Poor

7)  □ enthusiastically recommend
    □ recommend
    □ recommend with reservations
    □ do not recommend that this applicant be admitted to the UC Davis Graduate School of Management.

8) Please use the space below for any additional comments or to explain your ratings.

I certify that the applicant played no role in writing this recommendation.

Recommender’s Signature ____________________________ Date ____________________________

Recommender’s Name (print) ____________________________ Organization ____________________________

Position/Title ____________________________

Address

Street and Number ____________________________ City __________ State __________ Zip __________

Telephone ( ) ____________________________ If you are a GSM graduate, please indicate: Class of __________

Work E-mail* ____________________________

* If you are using your personal email account for this recommendation, please enter your work email address which may be used as a verification of your identity if the applicant is admitted.
COMPLIANCE STATEMENT ON CAMPUS POLICY OF NONDISCRIMINATION

The University of California, in accordance with applicable federal and state law and University policy, does not discriminate on the basis of race, color, national origin, religion, sex, gender identity, pregnancy,* disability, age, medical condition (cancer-related), ancestry, marital status, citizenship, sexual orientation, or status as a Vietnam-era veteran or special disabled veteran. The University also prohibits sexual harassment. This nondiscrimination policy covers admission, access, and treatment in University programs and activities. Inquiries regarding the University's student-related nondiscrimination policies may be directed to (510) 987-9572.

* “Pregnancy” includes pregnancy, childbirth, and medical conditions related to pregnancy or childbirth.

STUDENT RECORDS AND PRIVACY

In accordance with the Federal Privacy Act of 1974, you are hereby notified that disclosure of your social security number is mandatory. This record keeping system was established prior to January 1, 1975, pursuant to (1) the authority of the Regents of the University of California under Art. IX, Sec. 9 of the California Constitution and (2) the Undergraduate Admissions System Reference Manual, Information System Division, Office of the Vice President, Business and Finance, University of California, January 5, 1972, pp. 1–5. The principal uses of the number shall be to (1) verify your identity in the Graduate Admissions record system and (2) interface with the integrated Student Information System.

NOTICE OF AVAILABILITY OF THE UC DAVIS CAMPUS SECURITY REPORT

As provided by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998, you are entitled to request and receive a copy of the Security Report for the University of California, Davis campus. The report includes statistics for the past three years concerning crimes and incidents reported to campus security authorities (whether the crime occurred on campus, in off-campus buildings or property owned or controlled by the University, or on public property adjacent to campus). The report also provides campus policies and practices concerning security—how to report sexual assault and other crimes, crime prevention efforts, policies/laws governing alcohol and drugs, victims’ assistance programs, student discipline, campus resources, and other matters. You may obtain a copy of this report online by accessing the UC Davis Police Department web page or by submitting a request to the UC Davis Information Practices Officer:

Information Practices Officer
Office of Campus Counsel
University of California, Davis
One Shields Avenue
Davis, CA 95616

Accessing Information

To learn more about the University, or to access information about the University, please visit the following websites or submit an inquiry in writing.

University of California, Davis
ucdavis.edu

University of California, Davis,
Graduate School of Management
gsm.ucdavis.edu

Required Federal Notifications
gradstudies.ucdavis.edu/prospective/federalnotices.html

University of California, Davis
Assistant Vice Chancellor for Student Affairs
476 Mrak Hall
One Shields Avenue
Davis, CA 95616