

Professional Development Application

PROFESSIONAL DEVELOPMENT STATUS

Professional Development is a non-degree status for alumni of the Carlson MBA Program (Full-Time, Part-Time, and Executive) who wish to return and enrich their knowledge base by taking courses in the same high-quality program where they received their degree.

Students admitted to Professional Development status are permitted to register in the Part-Time MBA Program for up to two years, with additional semesters added by request. Registration is on a space available basis only; priority for classes is given to current Carlson School Part-Time MBA students. Students in the Professional Development status are subject to current Part-Time MBA tuition and fees.

APPLICATION MATERIALS

With this application you must include:

- Professional Development application form
- A current resume

YOUR APPLICATION WILL BE FILED UNDER THE NAME YOU INDICATE AS LAST NAME. BE SURE ALL CREDENTIALS COME TO US UNDER YOUR FULL NAME.

IT IS IMPORTANT TO INCLUDE YOUR UNIVERSITY OF MINNESOTA ID NUMBER.

PLEASE LET US KNOW AS SOON AS POSSIBLE IF YOUR CONTACT INFORMATION CHANGES AFTER YOU SUBMIT YOUR APPLICATION. QUESTIONS AND UPDATES REGARDING YOUR APPLICATION MATERIALS AND STATUS WILL BE SENT TO YOUR PREFERRED E-MAIL ADDRESS. THE ADMISSION DECISION WILL BE SENT VIA E-MAIL TO YOUR PREFERRED ADDRESS. IF YOUR CONTACT INFORMATION IS INCORRECT, YOUR RECEIPT OF YOUR ADMISSION DECISION MAY BE DELAYED.

SEE PAGE THREE FOR ETHNIC AND RACIAL DEFINITIONS

PERSONAL INFORMATION

U OF M ID# (IMPORTANT - SEE SIDEBAR)		U.S. SOCIAL SECURITY NUMBER (OPTIONAL)*		BIRTHDATE (MONTH/DAY/YEAR)*	
LAST (FAMILY) NAME		FIRST (GIVEN) NAME	MIDDLE NAME	PREVIOUS NAME	
PRESENT STREET ADDRESS				GOOD UNTIL WHAT DATE?	
STREET LINE 2					
CITY		STATE	ZIP	COUNTRY	
HOME PHONE NUMBER		CELLULAR PHONE NUMBER		BUSINESS PHONE NUMBER	
HOME EMAIL ADDRESS			BUSINESS EMAIL ADDRESS		

Please check the selection that you would like to designate as preferred (one per category):

<i>Telephone Number</i>	<i>E-mail Address</i>
<input type="checkbox"/> Home	<input type="checkbox"/> Home
<input type="checkbox"/> Cellular	<input type="checkbox"/> Business
<input type="checkbox"/> Business	

Are you an international student (non-resident alien)? Yes No

CARLSON MBA BACKGROUND

Full-Time Part-Time Executive Date Degree Awarded _____

CONFIDENTIAL INFORMATION (optional)* The information requested below is voluntary and will be used for summary reports required by federal and state laws and regulations and to support institutional affirmative action efforts. It will not be used as a basis for admission or in a discriminatory manner. You will not be subjected to adverse treatment if you do not provide any of the requested information.

Gender: Male Female

Ethnicity: Are you Hispanic or Latino? Yes No

Race: Please check any or all that apply:

- | | |
|--|--------------------------------|
| <input type="checkbox"/> American Indian or Alaska Native | <input type="checkbox"/> Asian |
| <input type="checkbox"/> Black or African American | <input type="checkbox"/> White |
| <input type="checkbox"/> Native Hawaiian or Other Pacific Islander | |

RESIDENCY

Do not leave this section blank; you must answer ALL applicable questions.

STATE OF LEGAL RESIDENCE _____

COUNTRY OF PERMANENT RESIDENCE _____

COUNTRY OF BIRTH _____

COUNTRY OF CITIZENSHIP _____

If your state of legal residence is Minnesota, also complete the following questions. If you have already received resident classification by the University of Minnesota, please attach a copy of the letter you received.

Time lived in Minnesota _____ When did you last move to Minnesota? _____
YEARS / MONTHS

Why did you move to Minnesota? _____

If your country of citizenship is other than the U.S.A., but you are currently in the U.S.A., what type of visa do you have? _____

If you have a student visa, indicate the educational institution that issued your certificate of eligibility _____

Have you attended that institution? Yes No If yes, also list school under **ACADEMIC BACKGROUND**

EMPLOYMENT HISTORY

This is required; do not leave this section blank.

Current or most recent employer: Current position Last position _____
START DATE _____ END DATE _____

COMPAPNY _____ JOB TITLE _____

NATURE OF EMPLOYER'S ACTIVITIES, TOTAL NO. OF EMPLOYEES _____

COURSEWORK

Please indicate the year and term in which you wish to begin taking coursework. Start/end dates for each term can be found on our website at onestop.umn.edu/calendars/index.html

Year _____ Fall/Fall A-Term Fall/Fall B-Term
 Spring/Spring A-Term Spring B-Term Summer Term

Please list the course(s) you would like to take below (attach a separate sheet if necessary). You may update this list later if necessary. Part-Time MBA class schedules can be obtained by contacting mbasa@umn.edu

PRIVACY STATEMENT

All information on this form is private. The information requested will be used for identification, to determine admission, and to establish your University academic record if you are admitted. All information is required, except birth date, Social Security Number, gender, ethnicity, and race, which are marked with an * and labeled optional. Providing a birth date, previous name, or Social Security Number is voluntary and will be used for positive identification and matching of credentials; failure to provide this information will have no effect on the admission decision. Information will be shared with offices within the University for the uses described above and may be released to outside organizations and government bodies in limited circumstances, as authorized by state or federal law.

CERTIFICATION

To the best of my knowledge, the information in this application, including all institutions attended, is complete and accurate, and I have written my own essays. I understand that misrepresentation of application information is sufficient grounds for denial of admission or for canceling admission or registration. I also understand that materials received by the Carlson School of management, University of Minnesota, in connection with this application are not returnable and that the application fee is not refundable. In addition, if admitted, I agree that I will obey and enforce the Carlson School Code of Conduct.

SIGNATURE _____ DATE _____

PLEASE DESCRIBE YOUR MOST RECENT WORK POSITION.

YOU MUST ALSO INCLUDE WITH THIS APPLICATION A CURRENT RESUME SUCH AS YOU WOULD SUBMIT FOR A JOB APPLICATION.

The University of Minnesota is an equal opportunity educator and employer.

QUESTIONS

For questions regarding this application, please contact Christina Wiencke, Associate Director of Student Affairs, Carlson MBA Programs, by phone at 612-625-7582, or by email at choldvog@umn.edu.

Please mail all application materials to the following address:

Carlson MBA Programs
Carlson School of Management
University of Minnesota
321 19th Ave S, Suite 1-110
Minneapolis, MN 55455-0438

612-625-5555
Toll-free USA: 800-926-9431
Fax: 612-625-1012
Email: mbasa@umn.edu
Web: carlsonschool.umn.edu/mba

STANDARD FEDERAL GOVERNMENT ETHNICITY AND RACIAL DEFINITIONS (as of October 2007)**Ethnicity definition**

Hispanic or Latino: A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

Racial definitions

American Indian or Alaska Native: A person having origins in any of the original peoples of North and South America (including Central America), and who maintains a tribal affiliation or community attachment.

Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

Black or African American: A person having origins in any of the Black racial groups of Africa.

Native Hawaiian/Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

White: A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

International Student (Foreign Student): i.e. Non-Resident Alien: A person who is not a citizen of the United States and who is in this country on a temporary basis and does not have the right to remain indefinitely. PLEASE NOTE: Resident Aliens: Non-citizens who have been fully admitted for permanent residence (who hold a green card, Form I-151) are not international students.