
Executive **MBA** Healthcare Management Program

Applicant Check-List

Applicant Name: _____

Apply through the [ApplyYourself Application Network](#) for Spring 2025

Submit Official Sealed Transcript to the UT Tyler Graduate School

Submit *EMBA Applicant Information Sheet* to emba@uttyler.edu

The Applicant Information Sheet template is located on the [EMBA website](#)

Submit *Résumé* to emba@uttyler.edu

GMAT **Submit Official Scores** **Approved Waiver** **Denied Waiver**

*Applicants may request a GMAT waiver based on eligible managerial experience. Email emba@uttyler.edu to request an official GMAT waiver. Please outline your managerial years of experience in a brief paragraph and attach your resume and EMBA-HCM Applicant Information Sheet.

Submit Recommendation Letters to emba@uttyler.edu

2-3 letters of recommendation are required for admission to the Executive MBA program. Please ensure letters include an original signature. Letters can be submitted via email as a PDF document.

Submit Letter of Intent to emba@uttyler.edu

The Letter of Intent is reviewed as part of the application and is required to complete the admission file. This letter provides the applicant with the opportunity to tell the program administration more about who you are and why you are interested in the Executive Program. The Letter of Intent should be no more one page, stating your intent for admission to the Executive MBA Healthcare Management program. The format should follow that of an official business letter and include a summary of your career goals and objectives, how the program will aid in reaching them, and what skills you bring to the cohort.

Interview

A personal interview will be scheduled between the applicant and the EMBA Admissions Committee once the applicant has completed all admission requirements as outlined above.