**APPLICATION CHECKLIST**

Use this list to verify that you meet the minimum requirements & have completed all of the required steps. Please contact mmis.huntsman@usu.edu if you have any questions regarding your application.

<table>
<thead>
<tr>
<th>APPLICATION DEADLINES</th>
<th>Fall Start</th>
<th>Spring Start</th>
</tr>
</thead>
<tbody>
<tr>
<td>Domestic Applicant</td>
<td>1 July</td>
<td>1 November</td>
</tr>
<tr>
<td>International Applicant</td>
<td>15 May</td>
<td>1 October</td>
</tr>
</tbody>
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**MINIMUM REQUIREMENTS:**

- 3.0 or higher GPA on your last 60 semester (or 90 quarter) credits
- 45th percentile on both the quantitative and verbal portions of the GRE or GMAT (both tests are acceptable)
- A good answer for WHY I want to get an MMIS from Utah State.
- * Completed the required Prerequisite Courses or approved equivalents listed here.

* It is not necessary that the prerequisite courses are completed before you apply, but you will need to complete all of them before you may begin your MMIS coursework.

**REQUIRED DOCUMENTS:**

- 3 Letters of Recommendation
- Official GRE or GMAT scores
- Official College Transcripts from all attended universities
- Résumé
- Statement of Purpose
- Certification of knowledge of a programming language. This certification can be one of the following:
  - Certification of a programming language
  - An unofficial transcript if a programming course was taken in your undergraduate degree
  - Screenshot of an online course that you will complete before you begin your MMIS coursework
- Official TOEFL or IELTS scores (International Students only)

**APPLICATION PROCESS:**

- Apply to the MMIS program through the online portal
- Pay the application fee
- Take (and retake if needed) the GRE or GMAT to achieve a 45% in the quantitative and verbal portions of the exam
- Have the official scores sent to USU
- Submit all supplemental items
- Have application reviewed by MMIS Admissions Committee (you don’t need to do anything here, but you would need to have everything complete and submitted before it can be reviewed)
- Receive official email of the decision made from the School of Graduate Studies

**IF ACCEPTED:**

- Accept your acceptance offer by emailing logan.hager@usu.edu
- Sign and return your Letter of Intent (from acceptance packet)
- Email a headshot photo in professional dress to mmis.huntsman@usu.edu
- Meet (or correspond through email) with the MMIS Advisor, Lindi Brown, to determine a Program of Study lindi.brown@usu.edu
- Complete any prerequisites listed on your official acceptance letter. Reference the prerequisite course section of our website for more information
- Register for classes
- Attend mandatory orientation during the first week of the semester

**IF DENIED:**

- You are welcome to reapply, but you may be asked to fix a deficiency. For example, if your GRE verbal was too low, you could retake the exam for a higher score. It is suggested that you contact mmis.huntsman@usu.edu and inform them that you plan on fixing the deficiency as quickly as possible.