

MBA Application Guide 2018

Application Guide

Pursuing an MBA is a taxing commitment with great reward. To help you navigate the application (application.alusb.com) ahead, we have prepared this concise guide on the documents we require and, most importantly, what we look for in a successful applicant.

● Evaluation Criteria

- **Clear leadership potential** – The ALU School of Business fundamentally believes that capable leadership is crucial in any enterprise. We are looking for students who have consistently seized opportunities to lead—whether in school, at the workplace or within their communities—and who demonstrate a strong desire for and a commitment to continuous growth as leaders."
- **Intellectual preparedness** – The ALUSB MBA is a rigorous academic and leadership development experience. We are looking for students who demonstrate the ability to learn new concepts and who critically analyse themselves and the world around them, drawing evidence-based lessons and incorporating them in their actions.
- **Pan-African ambition** – As the first Pan-African MBA programme in the world, we want students who are curious about what they can learn from business and leadership practices in other countries on the continent, and what they can teach their cohort from across the continent.
- **Work experience and career progression** – The ideal candidate is expected to have at least 5 years of work experience, and to have demonstrated an ability to progressively take on more responsibility at the workplace.

● Parts of the Application

The application has five parts:

- Demographic Information
- Resume / CV
- Transcript
- References
- MBA Experience

We will read all parts of your application together; there is no single component of the application that will, by itself, determine your admissions decision.

● Demographic Information

This section asks for personal details such as your name, email address, gender and country of residence.

● Resume

Resumes should typically be a single page, with an absolute maximum of 2 pages. If you find that your resume exceeds 2 pages, please consider only including elements that you think best help the Admissions Committee get a better view of your professional, leadership, and academic experience to date.

Undergraduate Transcript

We ask you to submit a copy of your undergraduate transcript. If you do not have access to your transcript, you can upload any other accurate record of your undergraduate academic performance. *If you do not have access to any records, please contact our Admissions Office at mba@alusb.com.*

If admitted into the programme you will be required to submit official copies of all transcripts held.

References

References provide an opportunity for people who know you well to recommend you to the Admissions Committee.

One of your letters must come from someone to whom you have directly reported in a professional context (for example a supervisor), or to whom you have otherwise been professionally accountable (for example an investor if you are an entrepreneur). Your second letter may come from a supervisor, a former or current colleague, or someone else who knows you well in a professional context.

Please select referees who can provide concrete examples of your work ethic, leadership, strengths, weaknesses and general character.

Once you input a referee's details and click the "Notify Referee" button, the application system will automatically send the referee details on how to complete and submit his or her reference.

MBA Experience

In this section we will assess your ability to analyze and process MBA material.

Please work through the two exercises and submit the assignments as detailed. You will watch a few short videos, read a few short articles and respond to specific prompts. Please ensure that your responses speak to all facets of the questions asked and reflect a thorough understanding of the relevant concepts (Manager's Letter and Sideways Communication).

If your professional experiences do not match some of the scenarios presented, for example you are the CEO of your own startup, please provide answers based on other areas of your life.

For most applicants **this section takes 1-2 hours.**

Application Deadlines

- **15 Jan 2018:** Application Round 1
- **26 Feb 2018:** Application Round 2
- **16 April 2018:** Application Round 3
- **7 May 2018:** Final Application Deadline
- **7 July 2018:** Programme Starts

Inquiries

Should you experience any challenges with your application, or have any queries during the course of your application, please send us an email at: mba@alusb.com.

We look forward to working with you through this process!