



## **MASTER OF ENERGY BUSINESS**

### **Petition for GMAT Waiver**

#### **Introduction and Instructions**

Admission to the Master of Energy Business (MEB) at The University of Tulsa requires a satisfactory score on the Graduate Management Admission Test (GMAT) obtained within the five years preceding initial enrollment. A satisfactory score on the Graduate Record Exam (GRE) or Law School Admission Test (LSAT) may be substituted, but the GMAT is preferred.

The GMAT requirement may be waived under certain conditions, as indicated below:

1. The requirement is automatically waived for all applicants that have already completed a master, doctoral, or law degree at an approved university.
2. Applicants who have taken the GMAT, GRE, or LSAT within five years of the date of initial enrollment may submit their score(s) for consideration as evidence of having met the requirement.
3. Experienced applicants who have a minimum 3.0 GPA in the last degree completed, or who can clearly demonstrate post-baccalaureate scholastic achievement through other means such as patents, professional licensures and certifications, refereed publications in industry-specific journals, expert testimony, company technical reports/analyses, or other documented evidence of career advancement and developing expertise, may petition the evaluation committee for a waiver of the GMAT requirement.

The following additional conditions apply:

4. It is the responsibility of the applicant to request the waiver.
5. Petitions must be accompanied by all required documentation.
6. The waiver petition (this form) must be submitted no later than eight (8) weeks prior to the start of the semester in which the applicant intends to first enroll in the MEB program.
7. The waiver petition, along with all required documentation, must be submitted in electronic form to [graduate-business@utulsa.edu](mailto:graduate-business@utulsa.edu).
8. The petition only applies to the Master of Energy Business program.

The waiver petition will be evaluated as soon as possible, but generally within ten (10) business days of receipt of all required documentation.

If the waiver petition is denied, the applicant must take the GMAT prior to enrolling. The GMAT can be taken online any day of the week with the score being reported immediately. It is the applicant's responsibility to schedule the test and pay the required fee. Applicants are advised that it will be difficult to achieve a satisfactory score without preparing in advance. Study guides and other preparation materials are available from a variety of commercial sources.

Whether the GMAT waiver is granted or not, the applicant may still be required to complete one or more pre-requisite foundation courses or seminars prior to enrolling in MEB courses.

**MASTER OF ENERGY BUSINESS**  
**Petition for GMAT Waiver**

Printed Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**I am requesting a waiver of the GMAT requirement for admission to the Master of Energy Business program for the following reason (check one box):**

I have already completed a graduate degree or law degree at another university.

Type of degree (MS, MSc, PhD, JD, etc.): \_\_\_\_\_ Date conferred: \_\_\_\_\_

Discipline in which the degree was obtained: \_\_\_\_\_

University from which the degree was obtained: \_\_\_\_\_

**Please have an official copy of your graduate transcript sent to: Office of Graduate Programs in the Collins College of Business, 800 S. Tucker, 215 Helmerich Hall, Tulsa, OK, 74104.**

I have taken the GMAT, GRE, or LSAT within the last five years, and am submitting my score(s) as evidence of my ability to complete the academic requirements of the program. Check all that apply.

GMAT (preferred)

GRE

LSAT

Date Taken: \_\_\_\_\_

Date Taken: \_\_\_\_\_

Date Taken: \_\_\_\_\_

Score: \_\_\_\_\_

Score: \_\_\_\_\_

Score: \_\_\_\_\_

**Please have a copy of your official score(s) sent to: Office of Graduate Programs in the Collins College of Business, 800 S. Tucker, 215 Helmerich Hall, Tulsa, OK, 74104.**

My experience, accomplishments, and prior academic record provide evidence that I am capable of completing the requirements of a rigorous graduate program.

Last Degree completed (BS, BA, BBA, etc.): \_\_\_\_\_ Date conferred: \_\_\_\_\_

University where the last degree was completed: \_\_\_\_\_

Grade Point Average (GPA) in the last degree completed: \_\_\_\_\_ out of \_\_\_\_\_  
(Max value)

**REQUIRED DOCUMENTATION FOR THIS OPTION:**

1. A current copy of your resume that contains the following information:

- A brief summary of your professional experience in time order with the most recent activity listed first. Include job titles, the organizations for which you worked, and where you were located. (e.g., Marathon Oil Company, Production Manager, Western Region, Cody, WY, 2009-current)

- Official or unofficial copy of your undergraduate transcript showing degree completion data and final cumulative grade point average (GPA).
  - Professional accomplishments, with associated dates and reference citations, where appropriate: (e.g., patents, professional licensures and certifications, refereed publications, awards, grants, honors, technical reports/analyses, committee memberships or leadership positions)
  - Formal professional training activities/schools in which you have participated, or other ways in which you have invested in your career. These can be either technical or managerial. Include the date, the organization from which you received the training, and the location (e.g., Well Log Interpretation, WLI Training Course, Petroskills, 2007, Houston).
2. A brief essay (written in the space below, or attached) stating how and why you believe your experience, accomplishments, background, and prior academic record has prepared you to undertake graduate studies.