



ENGLISH PROFICIENCY EXEMPTION FORM

Date: _____

Name of Student: _____
Last Name
First Name
Middle Initial

Program	<input type="checkbox"/> MBA	Concentration	
Quarter	<input type="checkbox"/> Winter <input type="checkbox"/> Spring <input type="checkbox"/> Summer <input type="checkbox"/> Fall	Year	

I am requesting an exemption from the English Proficiency Examination Requirement because:

- I am a Native English Speaker from _____
(Country)
- I have earned an associate's, bachelor's, master's, or doctorate degree from _____
(Name of Institution) which is a regionally accredited institution in the US.
- I have earned an associate's, bachelor's, master's, or doctorate degree from _____
(Name of Institution) in _____
(Country) where English is the primary/official medium of instruction.
- I have completed an ESL program with a grade equivalent to a TOEFL score of at least 60 iBT, 170 CBT, or 497 PBT at _____
(Name of Institution) which is a regionally accredited US institution.
- I agree to submit my official test score within 2 quarters after I enroll.
(This option is only available by petition for approval by the CAO and COO)

I have attached the following documents as proof of my English Proficiency (select only if applicable):

- Passport – as proof of citizenship from a Native English Speaking country
- Academic Transcript and Diploma
- ESL Transcript – with equivalent TOEFL score
- Petition letter
- Other Proof, specify _____

Student Name

Signature

Date

This request will be considered by the Admissions Office. In the event that your request is denied, you will be notified via email and be required to meet the English Proficiency Score Requirements before admission is granted.

This section for internal use only

Approving Officer	Decision	Notes	Signature	Date
Admissions Officer	<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Conditional			
CAO	<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Conditional			
COO	<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Conditional			