



STEP-BY-STEP MBA ADMISSIONS PROCESS

Step 1. Application []

- I. Submit the following:
 - Application – Complete paper application or online at www.beulah.edu/applynow
 - Application fee — \$50.00 (*non-refundable*)

Step 2. Transcript []

- II. Official Undergraduate Transcript
- III. Submitted to:

Beulah Heights University
Attn: Admissions Department
892 Berne Street / PO Box 18145
Atlanta, GA 30316

- An Official Electronic Transcript sent directly from an Accredited College/University is acceptable
 - Submit to: admissioninfo@beulah.edu

Step 3. Reference Form []

- IV. All graduate students are required to submit one reference form which is provided by the Admissions Office. The reference form must be completed by a non-family member who has known the student for longer than six months at least.

The student should submit the following form:

- (1) Personal Reference Form

Step 4. Resume and Essay []

- V. All Master of Business Administration applicants are required to submit a copy of their *current resume* and a *250 word essay* (statement of your professional goals).

Step 5. Federal Financial Aid [] (*Refer to checklist*)

- I. FAFSA (Free Application for Federal Student Aid)
 - Go to www.fafsa.ed.gov and complete an application for the current year
 - School code: **030763**
- II. Contact the Financial Aid office to confirm receipt of your FAFSA and receive your next steps
 - You may email financialaid@beulah.edu or visit the website at beulah.edu/financialaid.

Note: Applying for Financial Aid is not applying to the University. You must complete an Admissions application to be a candidate for Beulah Heights University.

Developing Global Leaders through Christ-Centered Education

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