



Republic of the Philippines
Mindanao State University- Main Campus
**COLLEGE OF BUSINESS ADMINISTRATION
AND ACCOUNTANCY**

MSU Main Campus, Marawi City, Lanao del Sur, 9700
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MASTER IN BUSINESS ADMINISTRATION

GENERAL ADMISSION REQUIREMENTS

Admission Requirements

1. Applicants must have completed a 4-year degree program, preferably a graduate of a business-related or allied degree and have at least one year of work/professional/entrepreneurial experience.
2. Applicants should submit the following documents upon application for admission to the program:
 - a. Accomplished Application Form for Admission
 - b. Transcript of Records (TOR)
 - c. Transfer of credentials/honorable dismissal (if school last attended is not MSU-Main Campus)
 - d. Two (2) Recommendations which may come from a previous professor and/or previous supervisor (MSU-CBAA Graduates are exempted)
 - e. NSO/PSA authenticated birth certificate
 - f. Two (2) 2" x 2" ID pictures
 - g. Concept Paper (*download guide and template*)
 - h. Personal Statement (*download guide*)
3. Applicants must have passed the MBA Admission Examination; Applicants with Latin Honors are exempted from the admission exam.

Other Requirements

1. Applicants who do not have a business-related degree must take appropriate bridging courses to be determined by the Department Graduate Program Coordinator based on the applicant's academic and professional background. These courses are as follows:
 - a. ACT001 Fundamentals of Accounting - 3 units
 - b. ECN101 Basic Microeconomics - 3 units
 - c. OAM011 Organization and Management - 3 units

Admission Process

1. Register and create an online profile through this link: <https://shorturl.at/93IFV>
2. Submit the application and other requirements to graduatestudies.cbba@msumain.edu.ph
3. Take the admission exam at the College of Business Administration and Accountancy.
4. Release of admission exam results and schedule of online interview.
5. Evaluation of application.
6. Release of application result.

Evaluation and Issuance of Admission Papers

1. The Program Coordinator evaluates the application and interviews the applicant as scheduled.
2. The Program Coordinator signs the two sets of application forms and issues Notice of Admission. Copies of the Notice of Admission are attached to the application documents then submitted to the College Dean for approval;
3. The Program Coordinator retains the application documents for the applicant's department file.
4. Applicant gets a copy of the Notice of Admission and proceeds to Program Coordinator for Enrollment.