Special Admission Requirements for WGU’s Master’s in Business Programs

- Submit a transcript receipt of your bachelor’s degree from a regionally or DETC-accredited institution.
- Submit a résumé demonstrating at least three years of significant professional experience.

BUSINESS COLLEGE ENROLLMENT CHECKLIST
FOLLOW THESE STEPS TO GET STARTED ON YOUR DEGREE

Anytime is back-to-school time at WGU! Here’s your step-by-step guide to completing the application and enrollment processes. Programs start the first of every month. Talk to your Enrollment Counselor about deadlines; they’ll help you every step of the way.

- **Apply for Admission**
  Apply online! Go to wgu.edu/apply. With questions about paying the application fee, contact the Bursar’s Office at 877.435.7948 x3105.

- **Submit Transcripts**
  Have official transcripts from all institutions you have attended sent directly to WGU, either electronically or by mail. Plan ahead, because it can take a few weeks to process your request. Transcripts should be submitted by the 1st of the month before your intended start date. Learn more at wgu.edu/transfer.

- **Create Your WGU Student Account and Apply for Financial Aid**
  Create your WGU student account through the link at wgu.edu/enrollment. This will give you access to the WGU Student Portal, which you will need to access in order to complete the financial aid process and/or make your first tuition payment.

  If you plan to use federal financial aid, you should begin that process as soon as possible. Find a step-by-step guide to the financial aid process at wgu.edu/financialaid.

- **Take the WGU Readiness Assessment (If Required)**
  This multi-part online test is designed to help determine the likelihood of your success at WGU. Readiness Assessment requirements vary by degree program; please contact an Enrollment Counselor (866.225.5948) with questions. Learn more about the Readiness Assessment at wgu.edu/ready.

- **Interview with your Enrollment Counselor**
  If you haven’t already done so, complete an intake interview with a WGU Enrollment Counselor (866.225.5948). It should take about 20–30 minutes.

- **Arrange Tuition Payments**
  Your first tuition payment is due by the 22nd of the month before your intended start date.

- **Complete Orientation**
  The orientation course will acquaint you with WGU’s unique competency-based academic approach and link you to the various learning resources you’ll use throughout your degree program.

- **Begin Your Degree Program**
  During orientation, you’ll begin working with your Program Mentor to draft your individualized degree plan. You’re on your way!