



Wharton

UNIVERSITY of PENNSYLVANIA

MBA APPLICATION GUIDE

A Wharton MBA gives you the business and leadership skills you need to realize your goals throughout your career. But every MBA journey starts in the same way, the application. This guide will provide insight and advice on submitting a successful application that puts your academic accomplishments, leadership potential, and your personal and community contributions on display.

Based on the 2023-24 Application

APPLICATION DEADLINES

SEPT	JAN	APR	APR
6	4	2	24
2023	2024	2024	2024
ROUND 1	ROUND 2	ROUND 3	DEFERRED ADMISSIONS ROUND

INSIDE THE GUIDE

BEFORE YOU APPLY

THE APPLICATION AT A GLANCE

APPLICATION TIPS

- > SELECTING A PROGRAM
- > EXTRACURRICULARS AND AWARDS
- > WORK EXPERIENCE AND RESUME
- > ACADEMIC INFORMATION
- > RECOMMENDATIONS
- > ESSAYS
- > TESTING

BEFORE YOU APPLY

As you begin to think about why you want an MBA, why now, and why Wharton, we want to provide you with a better understanding of our application process and what we're looking for in your application.

TWO INDEPENDENT READS

Every application to the full-time MBA Program is read by two people with no knowledge of what the other reader's feedback is. This allows for us to reduce bias and noise and give everyone a fair and equal shot at being admitted.

WHAT ARE WE LOOKING FOR?

When reviewing your application we are asking ourselves 3 questions. What will you be able to achieve and contribute:

- to the Wharton classroom?
- within the Wharton community?
- throughout your post-MBA career?

Each component of your application provides some insight into all three of these questions. As a committee, we use the information you share to forecast your future success in Wharton's highly collaborative and analytically focused environment where communication and teamwork are key.



THE APPLICATION AT A GLANCE

1. BIOGRAPHICAL INFORMATION

- Name
- Birth Information
- Citizenship
- Ethnicity (optional)
- Address
- Contact Information

2. PROGRAM INFORMATION

- Select a Program

3. APPLICATION INFORMATION

- Program Type
- Reapplication

4. PERSONAL INFORMATION

- Demographic
- Military
- Language(s)
- Family Information
- Community Honors
- Conduct

5. EXTRACURRICULAR ACTIVITIES

- Add up to 10 activities

6. WORK EXPERIENCE AND RESUME

Beginning with your most recent position, list up to four employments including full-time roles, military roles, and entrepreneurial experiences.

After listing your employers, you will upload a one-page resume.

7. ACADEMIC INFORMATION

We ask for information about all of your academic achievements including high school, undergraduate, and any post secondary degrees.

- Institution Information
- Dates of attendance
- Degree(s) received
- GPA and grading scale
- Academic Awards
- Transcript(s)

8. RECOMMENDATIONS

We require **two letters of recommendations** from individuals who are well acquainted with your performance in a work setting. Once you have submitted their contact information, they will receive an e-mail with instructions and a due date.

8. ESSAYS

• Essays 1 and 2

Required for all applicants

• Reapplicant Essay

Required for reapplicants

• Additional Information Section (Optional)

Provide additional context and insights or address any extenuating circumstances

9. TEST INFORMATION

Applicants must submit **all** scores within the accepted test dates for one of the following tests:

- GMAT
- GRE

Please note: *GMAT Focus will be accepted starting on Jan 31, 2024.*

Non-Native English speakers must submit one of the following:

- TOEFL
- PTE
- IELTS
- English Language Test Waiver for applicants who earned a degree from an institution where English was the primary language of instruction.

10. ETHICS CODE

- Statement of Integrity
- Code of Ethics
- Data Protection

APPLICATION TIPS

SELECTING A PROGRAM

When selecting your program, expand the Full-Time MBA Program header to view all of the program choices available.

MBA: For applicants who are applying to the full-time two year MBA program, select **MBA** and **Fall 2024 term**.

JD/MBA: For applicants who are applying to the integrated Francis J. & William Polk Carey JD/MBA Program, select **MBA / JD (3 yr Prgm)** and **Fall 2024 term**. Please note that this program only accepts applications in Round 1 and 2, and requires an additional interview.

MBA/MA: For applicants who are applying to the Lauder Institute's MBA/MA Joint Degree in International Studies Program program, select **MBA / MA (International Studies - Lauder)** and **Summer 2024 term**. Please note that this program requires a completed Oral Proficiency Interview (OPI), two additional essays, and an additional interview.

Health Care Management Program: For applicants applying to the HCM Program, select **MBA** and **Fall 2024 term**. You will opt into the HCM Program on the Academic Information page by selecting **Health Care Management** as your intended major. Please note that this program requires an additional interview.

[Click here to see the application requirements for all of these programs.](#)



APPLICATION TIPS

EXTRACURRICULAR ACTIVITIES

The application allows up to 10 extracurricular activities to be added. We encourage you to select activities where you have had the greatest impact and most significant contributions, and list them in order of importance.

Please do not select anything from before your undergraduate years. We're interested in learning about your significant college and community involvement.



TIPS FROM THE ADMISSIONS COMMITTEE

Use the description box to your advantage! You have up to 150 characters to describe your contributions and impact.

AWARDS, HONORS, AND RECOGNITIONS

There are 3 areas within the application that provide space for you to share your awards, honors, and recognitions, and all of them are reviewed by the admissions committee.

- Community Awards (Personal Information Section)
- Professional Awards (Work Experience/Resume Section)
- Academic Awards (Academic Information Section)

Please list these out with the title of the award, the date received, and a brief description.



APPLICATION TIPS

WORK EXPERIENCE AND RESUME

Employers

We ask that you add your work experience starting with your most recent.

If your current position is an externship or secondment, please list your full-time employer (the company sponsoring your externship or secondment) first on the application, and your externship or secondment employer second.

Resume

We expect your resume to be one single page. A one-page resume is easier to read, allows you to narrow down and highlight your most important qualifications, and demonstrates your critical-thinking skills.

If you're struggling to edit your resume enough to fit into a single page, try reducing the page margins, inserting bullet points, or eliminating any objective or summary statements.

The bullet points for each role should not read like a basic job description. We are looking at your resume to identify growth, progression of responsibilities, accomplishments, and proof of analytical skills, communication skills, teamwork, collaboration, leadership, and impact.

Allow us to get a clear picture of your skill development throughout your years of work experience.



TIPS FROM THE ADMISSIONS COMMITTEE

- Quantify the outcomes or impacts of key projects with metrics. Share things like team size, increased revenue, costs saved, valuations, project timelines and budgets, returns on investments, deals closed, etc.
- Don't assume that we know every single company and what they do. If your employer is not a household name, please provide a brief 1-2 sentence company description.

APPLICATION TIPS

ACADEMIC INFORMATION

Undergraduate College/University: If you attended more than one undergraduate program (transfer, associate's program, etc) please list the college or university that conferred your bachelor's degree first. In this scenario, it is okay to report your schools out of chronological order.

[Click here to learn about the 21 majors offered at Wharton.](#)

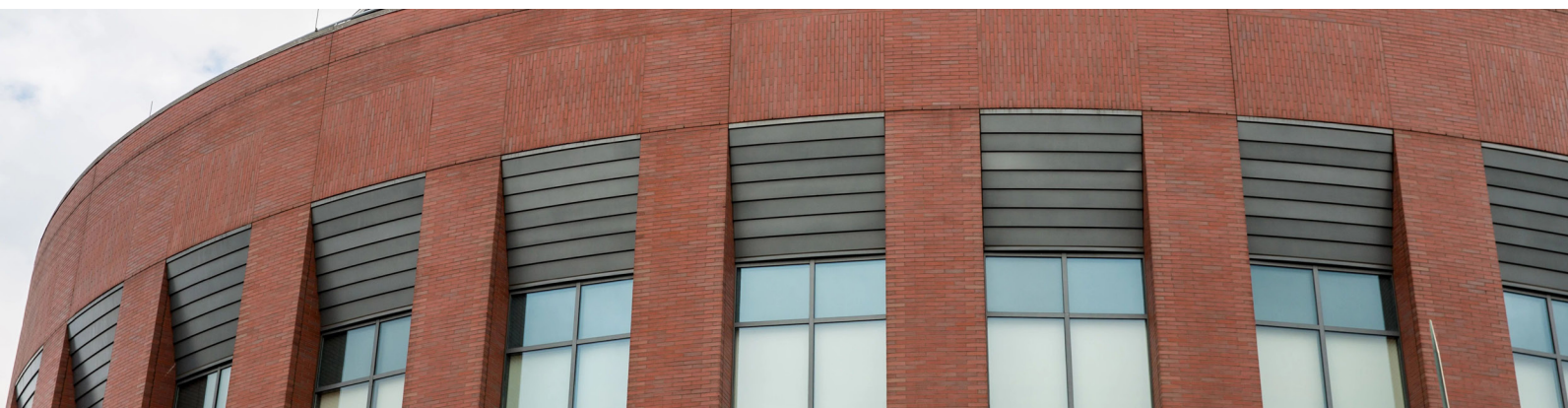
Transcripts: Applicants must submit transcripts for all institutions attended. When adding your transcripts into the application, you can either upload unofficial transcripts or self-report your grades on our Online Transcript Template. We will request official transcripts upon admission.

Intended Major: With the exception of the Health Care Management major, the intended major is simply an indicator of where your academic interests currently lie. Those who select the Health Care Management major (HCM) will be reviewed specifically for admission into this integrated program; all other major selections will have zero impact on your admissions decision.



TIPS FROM THE ADMISSIONS COMMITTEE

- Students have until the spring semester of their second year to establish a major.
- Over 40% of students choose to double major.



APPLICATION TIPS

RECOMMENDATIONS

We require two letters of recommendations from individuals who are well acquainted with your performance in a work setting and can provide a comprehensive and up-to-date perspective on your experiences at work. A detailed recommendation from a current or former supervisor, colleague, or client will provide us more insight than someone with an impressive title like CEO.

What do your recommenders see?

1. Choose up to two traits that you feel best represent the candidate you are recommending to the Wharton MBA Program.

Select 2 from each list.

List 1

Determined	Analytical
Humble	Flexible
Disciplined	Persistent
Engaged	Conscientious
Intellectually Curious	Results Oriented

List 2

Collaborative	Professional
Persuasive	Resilient
Innovative	Energetic
Confident	Emotionally Stable
Self-Aware	Agreeable

2. Please provide example(s) that illustrate why you believe this candidate will find success in the Wharton MBA classroom. (300 words)

3. Please provide example(s) that illustrate why you believe this candidate will find success throughout their career. (300 words)



TIPS FROM THE ADMISSIONS COMMITTEE

- Provide your recommender with a copy of your resume, your essay answers, and a list of projects and responsibilities you'd like them to highlight.
- You can submit your application even if your recommendations are not completed yet. Provide reminders to your recommenders to make sure they submit by the application deadline.
- If you're an entrepreneur or working for a family business consider asking your professional mentors, clients, or business partners to write your recommendations.

APPLICATION TIPS

ESSAYS

Essay 1 - How do you plan to use the Wharton MBA program to help you achieve your future professional goals? You might consider your past experience, short and long-term goals, and resources available at Wharton. (500 words)

Required for all applicants



TIP FROM THE ADMISSIONS COMMITTEE

We recommend approaching this essay by addressing these three points:

- The Setup: This is who I am, what I'm doing, and what I've learned
- The Pivotal Moment: I realized I don't know enough about X and need to gain skills in X to succeed
- The Future: These are my short-term and long-term goals, and why I need an MBA from Wharton to achieve them

Essay 2 - Taking into consideration your background - personal, professional, and/or academic - how do you plan to make specific, meaningful contributions to the Wharton community? (400 words) *Required for all applicants*

This essay provides you with a space to share how you can add value to our student-led community. When approaching this essay, it's helpful to mention some of the extracurricular and/or co-curricular involvements you hope to participate in at Wharton and how your previous experiences might allow you to positively influence those spaces.

Additional Information Section (Optional Essay) - Please use this space to share any additional information about yourself that cannot be found elsewhere in your application and that you would like to share with the Admissions Committee. This space can also be used to address any extenuating circumstances that you would like the Admissions Committee to consider. (500 words)

- Bullet points are okay!
- This essay is a good place to address information that you believe warrants any additional context.
- Acknowledging any part of your application that you might feel is "weaker" will not disadvantage you in any way.

APPLICATION TIPS

GMAT AND GRE TESTS

All applicants must submit test results that are no more than five years old. We accept scores from tests taken at a test center or online. We look at individual section scores across all valid test dates, so please report your full test history so we can focus on your highest section scores from all test sittings. We accept self-reported, unofficial scores at the time of submission. If you do not yet have an analytical writing (AWA) score please report them as "1" and e-mail your AWA score and percentile to us as soon as it is made available.

[Click here to see the date ranges your test dates must fall between for each application round.](#)

We will be accepting scores from the new GMAT Focus Exam when it replaces the legacy GMAT on January 31, 2024. We will not be accepting the GMAT Focus from the intervening period of approximately 15 weeks between its release in October 2023 and its merger with the legacy GMAT at the end of January 2024.

The new GRE test launches on September 22, 2023. We will accept scores from both the older and newer versions.

ENGLISH LANGUAGE TESTS

Non-native English speakers with limited exposure to English are required to submit a TOEFL, PTE, or IELTS score that are no more than two years old. If you earned a bachelor's or master's degree from an institution at which English is the language of instruction, the test may be waived.

