

## For International Students

### Application for Admission

To be considered for MAcc admission, an international student must:

- Apply for and be approved for University Admission through the Office of International Programs.
- Submit the required international application materials to the Office of International Programs. A complete list of the required documentation can be viewed online at: [www.washburn.edu/academics/international-programs/international-students/index.html](http://www.washburn.edu/academics/international-programs/international-students/index.html).
- Submit official transcripts to Washburn University, from institutions granting the undergraduate degree or graduate degree.
- Arrange for one letter of reference to be submitted by academicians, employers or other persons who can attest to the applicant's potential for success in graduate study in business.
- Request an official ECE or WES course-by-course evaluation be sent to the Office of International Programs, unless applying through an approved partner program.
- Request the results of a TOEFL iBT, an IELTS, or a Duolingo English proficiency examination be sent to the Office of International Programs.
- Submit a completed application to the Washburn MAcc Program. This application is completed online and is found at: [www.washburn.edu/MAcc](http://www.washburn.edu/MAcc). The application form will provide for the submission of the unofficial academic transcript and letter of reference.
- The application to the Office of International Programs and application to the MAcc program can be done simultaneously through a single application (link listed above); however, admission to the MAcc Program will not take place until: admission to Washburn University has first been granted through the Office of International Programs, the applicant's English proficiency has been determined (if applicable), and either an ECE or WES course-by-course evaluation of the applicant's transcripts has been completed (if applicable).

### Program Entry Competency

Students are expected to enter the program with competency in College Algebra or an equivalent course. If no such competency exists, the student will be required to successfully complete a College Algebra or equivalent course prior to entrance into the pre-MAcc program. A Bachelor of Business Administration (BBA) in *accounting* (or equivalent) is typically needed prior to MAcc program admission; however, opportunities exist for non-accounting business background students, and in some cases, non-business background students, to pursue a pre-MAcc preparatory curriculum to obtain necessary knowledge and skills needed for success in upper-level MAcc classes. Applicants will work with the Graduate Programs Director to determine any pre-MAcc curriculum requirements, if needed. In most cases, students meeting full admission requirements entering with a BBA degree in accounting advance directly to the 10-course/30-credit hour upper-level (600-level) MAcc program curriculum.

### Application Schedule

Applications are processed on a continuous basis. Priority for acceptance will be given to applicants whose file is complete by November 15 (for spring enrollment), April 1 (for summer enrollment), and June 15 (for fall enrollment). Files are considered complete when the application and all supporting documents, including the reference letter, have been received by the Graduate Programs Director. International applicants, or applicants applying from outside of the United States, should start the application process early to meet the application deadlines. Note: A summer start is not possible for incoming international students, unless already at an academic institution in the United States.

### Transfer Credit

A maximum of nine hours of graduate credit (equivalent to a US master's degree level) in business/accounting-related disciplines from AACSB-accredited business schools/business graduate programs may be transferred to Washburn University. Check to see if your university's school of business is AACSB accredited: <https://www.aacsb.edu/members>.

The Graduate Programs Director must review an ECE/WES evaluation, in addition to specific class syllabi, before making any credit transfer determinations.

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### Law School Courses

Up to six hours of credit from an ABA-accredited law school may be applied towards the 30-hour upper-level MAcc requirement. The law school credit must be in business-related, non-required law school courses approved by the School of Business. Washburn University offers a dual JD/MAcc degree. A statement of that degree is provided at: [www.washburn.edu/academics/college-schools/business/MAcc/dual.html](http://www.washburn.edu/academics/college-schools/business/MAcc/dual.html).

### MAcc Program Admission

Admission will be granted to students showing high promise of success in graduate business and accounting study. Professional work experience, managerial experience, and professional certifications may be taken into consideration in the admissions decision at the discretion of the School of Business/Graduate Programs Director. Professional work experience is defined as accounting/business-relevant and typically consists of full-time, salaried work.

#### To be admitted, an international student must:

- Hold a university credential that is equivalent to a U.S. baccalaureate (bachelor's) degree.
- Achieve a minimum 3.0 GPA (2.8 GPA for Washburn graduates/AACSB-accredited business school graduates) on a 4.0 scale in a baccalaureate or graduate degree program. Additionally, a minimum 2.8 GPA in accounting-specific courses (for applicants with an accounting background) is required.
- Achieve a balanced TOEFL iBT score of 80 or greater OR balanced IELTS score of 6.5 or greater or Duolingo English Test score of 115 or greater.  
\*Note: Applicants from English-speaking countries, as determined by the Washburn University Office of International Programs, are not required to provide English proficiency test scores.
- The GMAT or GRE will be waived for students that meet or exceed the requirements for admission listed above.
- If the applicant is marginally below admission requirements, significant professional/managerial experience and/or prior graduate degrees earned may also be considered for a GMAT/GRE waiver decision and for overall admission.

#### For international students with a BBA degree in accounting:

- Pre-MAcc correlate courses and pre-MAcc accounting courses are *typically* satisfied through completion of a BBA degree in accounting from a university following the national pattern. The Graduate Programs Director will evaluate all applicants via transcript analysis, including those with a BBA in accounting degree for completion of pre-MAcc correlate and pre-MAcc accounting course requirements. In most cases, students meeting full admission requirements entering with a BBA degree in accounting advance directly to the 10-course/30-credit hour upper-level (600-level) MAcc program curriculum. MAcc program general academic performance, probation and dismissal policies for fully-admitted students apply. If applicable, pre-MAcc correlate courses and pre-MAcc accounting courses must be completed with a grade of 'C' or better.

#### For international students with a BBA degree in an area other than accounting:

- Pre-MAcc correlate courses are *typically* satisfied through completion of a BBA degree in areas other than accounting. Some pre-MAcc accounting courses are *typically* satisfied through completion of a BBA degree in areas other than accounting (e.g. Financial Accounting and Managerial Accounting). Several courses in the pre-MAcc accounting curriculum are not usually obtained through completion of a non-accounting BBA degree (e.g. Auditing and Intermediate Financial Accounting). The Graduate Programs Director will evaluate applicants with a non-accounting BBA background via transcript analysis, checking for completion of pre-MAcc correlate and pre-MAcc accounting course requirements.
- Students in this category meeting full admission requirements will be considered 'admitted MAcc students' on contingency of satisfactory completion of any assigned pre-MAcc correlate and/or pre-MAcc accounting courses. At the discretion of the Graduate Programs Director, select upper-level (600-level) MAcc courses may be simultaneously taken with most pre-MAcc accounting courses. These simultaneous 600-level courses will be determined and assigned by the Graduate Programs Director. Typically, pre-MAcc correlate courses must be completed prior to taking pre-MAcc accounting courses/upper-level (600-level) MAcc courses. MAcc program general academic performance, probation and dismissal policies for fully-admitted students apply. If applicable, pre-MAcc correlate courses and pre-MAcc accounting courses must be completed with a grade of 'C' or better. Professional work experience/on-the-job training/accounting experience can be considered as a means of satisfying certain pre-MAcc course needs.

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### For international students without a BBA degree:

- Select pre-MAcc correlate courses and pre-MAcc accounting courses *could* be satisfied through completion of a bachelor's degree outside of business (e.g. College Algebra, Micro/Macroeconomics, Financial Accounting). Most students in this category entering the MAcc program will be required to complete pre-MAcc correlate courses and pre-MAcc accounting courses. Most pre-MAcc category courses must be completed prior to advancement to upper-level (600-level) MAcc classes. The Graduate Programs Director will evaluate applicants with a non-business background via transcript analysis, checking for completion of pre-MAcc correlate and pre-Macc accounting course requirements.
- Students in this background category meeting full admission requirements will be considered 'admitted MAcc students' on contingency of satisfactory completion of any assigned pre-MAcc correlate and/or pre-MAcc accounting courses. At the discretion of the Graduate Programs Director, select upper-level (600-level) MAcc courses may be simultaneously taken with most pre-MAcc accounting courses. These simultaneous 600-level courses will be determined and assigned by the Graduate Programs Director. Typically, all pre-MAcc correlate courses must be completed prior to taking pre-MAcc accounting courses/upper-level (600-level) MAcc courses. MAcc program general academic performance, probation and dismissal policies for fully-admitted students apply. If applicable, pre-MAcc correlate courses and pre-MAcc accounting courses must be completed with a grade of 'C' or better. Professional work experience/on-the-job training/accounting experience can be considered as a means of satisfying certain pre-MAcc course needs.