

# **Lutgert College of Business**

## **GMAT/GRE Waiver Request Checklist**

A GMAT waiver request is on a case-by-case basis with evidence of a minimum 4 years of managerial and budgetary experience. Applicants requesting a GMAT waiver based on work experience must submit the following documents (by the program admissions deadline) to the Office of Graduate Admissions ([grad\\_docs@fgcu.edu](mailto:grad_docs@fgcu.edu)).

- **Signed Waiver Request Checklist**
- **Formal Letter** (addressed to the LCOB Graduate Admissions Committee) requesting a GMAT waiver. The letter should complement the resume by supporting and elaborating on the managerial and budgetary experience (minimum of four years).
- **Formal Resume** indicating 4 years of managerial experience in a professional business setting such as economics, finance, accounting, business management, human resources, marketing, information systems, data analytics, etc., which includes experience with maintaining, managing, and/or operating a budget.

*Please note - the Graduate Admissions Committee reserves the right to request verification of the four years of experience from the applicant's employer.*

- I understand the criteria outlined within this agreement and have included all required documents.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date