

## ABOUT THE METU MBA PROGRAM

### In what ways would one benefit from an MBA degree?

The **METU MBA** offers participants from various disciplines a comprehensive background in management skills. The sound formation provided in the program equips the student with an enhanced awareness of the organization and its problems, and is aimed at developing the student's ability to apply managerial concepts and techniques to practical business situations.

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### Is it possible to get a specialized degree?

The program incorporates a comprehensive and well-balanced range of MBA foundation courses and provides the opportunity to develop a particular area of expertise through the elective courses and a supervised Master's thesis. However, there is no formal concentration or major offered.

### What are the fields of study?

There is no formal concentration or major offered.

However, the program offers the opportunity to develop a particular area of expertise through the elective courses offered in the following fields:

- Business, Management, and Strategy
- Organization and Human Resource Management
- Management Information Systems
- Accounting
- Quantitative Methods
- Operations Management
- Marketing
- Finance

### What is the difference between the MBA with thesis and MBA without thesis programs?

There are no differences in the degrees / diplomas granted. However, there are differences in the requirements of the programs. Please visit [ba.metu.edu.tr/en/programs/mba/mba-curriculum](http://ba.metu.edu.tr/en/programs/mba/mba-curriculum) to review the curricula for both programs.

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### What are the courses offered in METU MBA program?

For offered courses, please visit [ba.metu.edu.tr](http://ba.metu.edu.tr), for course descriptions please check [METU Academic Catalog](#) (please note that courses with “5” codes are MBA courses).

**Does the program offer financial aid?**

No, but you may apply for a Research Assistantship (R.A). Becoming a R.A. at the Department entitles you to a tuition waiver and a monthly stipend.

Selection and application procedures for the R.A. position is completely separate from those of the MBA Program. The Department announces position openings whenever they become available. The positions usually become available in January and June.

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**Is working part-time during the semester possible?**

The MBA Program is designed for a full-time student. The course schedule is spread over five days during the week. Working full-time or part-time while enrolled in the program is not practical and is not advised.

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**Can I take fewer (more) than 5 courses during a semester?**

No. The MBA program is a full-time program. In order to for you to maintain your full-time student status, you

have to take all the courses that are scheduled in the curriculum for a given semester. If you are an irregular student with some failed courses from previous semesters, then you will still take the total number of courses scheduled in the curriculum for that semester but priority will be given to the courses that you have failed in the past.

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**Can I transfer from MBA with Thesis to the MBA without Thesis program, or vice versa?**

Yes. You need to write a petition and present it to your academic advisor. Your advisor will fill out a form that will state the courses you have already taken in the MBA with Thesis program and the additional courses you will have to take after transferring to the MBA without Thesis program. This procedure must be completed at the beginning of your 3<sup>rd</sup> semester in the program and it must be completed by the end of the Add/Drop week.

**When do I need to choose my thesis supervisor in MBA with Thesis Program?**

You need to choose your thesis supervisor and complete the online procedure before you begin your 3<sup>rd</sup> semester in the program. The last day you may complete the online procedure is the first Friday in September before you begin your 3<sup>rd</sup> semester in the program. For choosing your thesis supervisor, please first talk to the faculty member with whom you want to work and after s/he agrees to be your supervisor, please complete the procedure online.

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**Can I change my supervisor in MBA with Thesis Program?**

Yes. If your first supervisor agrees, the four-step procedure explained in the previous question will need to be reversed in order for you to change your supervisor. This means that first the Graduate School of Social Sciences, then the Department of Business Administration and then your first supervisor will have

to “lift the approval” through the online system before you are allowed to choose a new supervisor. Please note that once you choose a new supervisor, the four-step procedure explained in the previous question will have to be completed again.

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**Can I choose my courses such that I come to school only two (or any other small number) days per week?**

No. The MBA program is a full-time program. The required and elective course schedules are arranged such that courses are usually spread over five days during the week. Even if you are working full-time while you are enrolled in the program, class attendance is mandatory for all METU graduate programs.

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**Can I take courses during the Summer School?**

No. The Department of Business Administration does not offer required or elective courses for the MBA program during the Summer School.

**Can I take some of my elective courses from another department at METU or another university and transfer them to my degree at METU?**

No. The Department of Business Administration does not allow MBA students to transfer courses from another school or another graduate program at METU.

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**Can I take any undergraduate courses and transfer them to my degree at METU?**

Yes. Only after the approval of your academic advisor, you may take a maximum of two undergraduate courses and they will be counted towards your MBA degree and included in your cumulative grade point average.

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**My undergraduate/graduate degree is in Business Administration/Industrial Engineering/any other related discipline. Can I be exempt from some or all of the required courses of the MBA program?**

Course exemptions are not granted automatically even if you have taken similar courses in your undergraduate or

another graduate program. While you are enrolled in the MBA with/without Thesis program, you are allowed to ask for exemption from a maximum of two courses. For exemptions, you are required to take an exemption examination and receive a passing grade (BB or higher) from this examination. If you are exempted from a course, regardless of the grade you receive from the examination, this course will appear on your transcript with a letter grade of EX (stands for Exempted) and even though you will not have to take that course, it will not be counted towards your cumulative grade point average. Please note that exemption examinations need to be completed by the end of the Add/Drop week of the related semester. Please see your academic advisor and the faculty member who teaches the course to arrange for the exemption examination.

## APPLICATION AND ADMISSION

### **I plan to apply to your program. What is the procedure?**

The application procedure is described at the following page: <http://sbe.metu.edu.tr/how-apply>

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### **What is the admission criteria?**

English test score:

- TOEFL minimum score: IBT 92, or IYS 75 minimum, or IELTS 7.0 minimum.

Graduate Program test score:

- ALES-EA 60 minimum, or GMAT 550 minimum.

Undergraduate grade point average-transcript

Two letters of recommendation (2)

Letter of intent (in English)

### **Do I have to take any tests for applying?**

Yes. The required tests are listed below:

1. ALES offered by ÖSYM (This test is required only for applicants who are Turkish citizens.)

Or Graduate Management Admissions Test (GMAT) for International Students

2. An accepted certification of English Proficiency. TOEFL or METU-SFL

Important Note: The English score is a pre-screening requirement. Unless you satisfy the English proficiency requirement through one of the examinations above, your application will not be processed.

<http://www.ets.org/>

<http://www.dbe.metu.edu.tr/prf/>

### **Is work experience required for admission?**

No, work experience is not a requirement for admission. However, relevant work experience prior to enrollment provides the student with an opportunity to improve understanding of the concepts through a practical approach. It may also add to the student's contribution to case study applications.

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### **Is there a minimum CGPA required to be admitted?**

No, there is no minimum CGPA required for admission. However 2.00 out of 4.00 is required for application, and admitted students generally have high CGPAs. Avg CGPA of the accepted students for 2015-2016 was 3.17 out of 4.

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### **What are the criteria used at admissions?**

The CGPA and ALES (or GMAT) scores and the letters are used in the evaluation procedure. Those minimum scores mentioned above are usually not sufficient for admissions. There are no interviews conducted.

For further information:

Visit METU Department of Business Administration website [ba.metu.edu.tr](http://ba.metu.edu.tr) send an e-mail to [ba@metu.edu.tr](mailto:ba@metu.edu.tr)

Graduate School of Social Sciences Website: [sbe.metu.edu.tr](http://sbe.metu.edu.tr)

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