Admission is offered each fall, spring and summer semester. Space is limited, so early application is recommended. Steps 1, 2 and 3 of the application process must be complete for admission consideration. The final deadline to submit materials is:

- July 15 for Fall admission (classes begin in August)
- November 1 for Spring admission (classes begin in January)
- April 1 for Summer admission (classes begin in May)

**HOW TO APPLY TO THE ONLINE MANAGEMENT DEGREE**

1. Apply to Boise State University
   - ☐ Submit the online application
   - ☐ Pay application fee

2. Submit Official Transcripts
   - ☐ Request official transcripts from every college/university previously attended
   - ☐ If you have served in the military, also request a Joint Services Transcript or Community College of the Air Force transcript.

3. Apply to the Online Management Program
   - ☐ Submit your resume, professional references and responses to short answer questions. (See website for details.)

4. Apply for Financial Aid (optional)
   - ☐ Go to fafsa.gov. Boise State’s school code is 001616

**AFTER ACCEPTANCE TO THE ONLINE MANAGEMENT DEGREE**

1. Complete New Student Orientation
2. Meet with your Success Coach for academic advising
3. Change your major in my.BoiseState
4. Register for classes
5. Purchase textbooks and materials

**NEED ASSISTANCE? CONTACT YOUR STUDENT SUCCESS COACHES!**

OnlineManagement@boisestate.edu OR (208) 426-5921