

## Master of Hospitality Administration - Executive Program

A completed application to the MHA program consists of the following items:

1. A submitted online Master of Hospitality Administration Application that includes a 1,000 word essay. You will be directed to create a username and password first before accessing the application.

2. Submission of all Official Transcripts from all institutions attended after high school to UNLV Singapore Campus.

Transcripts outline the courses taken and grades received during study at an institution.

- The degree certificate bearing the name of the student and the degree received is NOT a transcript

- To request an official transcript from your institution(s), download and submit the UNLV Singapore Transcript Request Form to your institution(s).

Photocopies of Transcripts will NOT be accepted.

Be sure to allow for sufficient time to request your official transcript as it will be sent via post.

Official transcripts from your institution(s) should be sent directly from to the UNLV Singapore Campus:

3. Posses a Baccalaureate Degree from an accredited college or university with an overall grade point average (GPA) of at least 2.75 on a 4.00 scale or at least a 3.00 in the last two years of undergraduate study.4. Three (3) years of full-time Management or Supervisory Experience. Applicants with

the

specified experience may be reviewed on a case to case basis.5. Submission of Two (2) Letters of Recommendation.

- One Letter of Recommendation should be from the applicant's current employer and the other from a college faculty member able to evaluate the applicant's potential for success in a graduate degree program.

- If the applicant has not been in a college program in the last six years, a letter from a former employer may be substituted for the second letter.

- Letters of recommendation must:

1. Include a date upon which they were written and be current.

2. Bear an original signature of the recommender

3. Be submitted on official letterhead from either the institution or the company.

- Photocopies or scanned & emailed Reference Letters will NOT be accepted.

Letters of Recommendation should be sent directly to the following UNLV Singapore Campus Admissions Office.6. International Students are also required to submit the following items:

- TOEFL scores 1. Paper-based Test - 550 (minimum writing score - 58)

2. Computer-based Test - 213 (minimum writing score - 24)

3. Internet-based Test - 80 (minimum writing score - 21; minimum speaking score - 21)

- Michigan Test - 85% (minimum scores: 40 out of 50 speaking; 40 out of 50 writing)

- IELTS - 7 Upon acceptance, international students will be required to submit proof of medical examination on HIV and Tuberculosis for application towards a Student Pass.7. Submission of a professional Resume or Curriculum Vitae (CV).

This should be sent either

hard or soft copy to the UNLV Singapore Admissions Office.

8. Non-refundable Application Fee of SGD\$75 made payable to UNLV Singapore Limited.

9. The Admissions Office will communicate with all applicants regarding missing items for application. Once your application is complete, it will be reviewed by the admissions committee.

10. A conditional Letter of Acceptance outlining terms and conditions of the program will be mailed to accepted candidates. By signing the Letter of Acceptance, the candidate indicates that he/she will be joining the next intake for Master of Hospitality Administration & Executive Program in Macao.

Singapore Admissions Office  
National Library Building # 11 - 02  
100 Victoria Street, Singapore 188064