



ADMISSION APPLICATION

SOPHOMORE BUSINESS HONORS PROGRAM

APPLICATION TO  
THE MACKLIN BUSINESS INSTITUTE (MBI)  
HONORS PROGRAM

The Application Process

- A. Complete the application form on the opposite page - **required**
- B. Prepare the essays described on the application form - **required**
- C. Provide a detailed business-style resume which includes academic honors, extracurricular activities, employment and memberships in clubs and organizations. Indicate positions and/or examples of leadership - **required**
- D. Obtain letters of recommendation from two individuals who are knowledgeable regarding your preparedness for the MBI Honors program. At least one of these must be an academic reference. Please include these letters in sealed envelopes with your application - **required**
- E. Provide a Montgomery College transcript which is up to date through the fall semester. In addition, provide transcripts from any other colleges or universities attended - **required**
- F. Provide an official high school transcript - **preferred**
- G. Provide a copy of official college entrance exam scores; either SAT or ACT scores – **preferred**
- H. Submit completed applications no later than April 30, 2009 - **required**

Applicants will be notified of final decision no later than June 15, 2009.

PLEASE SUBMIT ALL MATERIALS TO:

Mr. Stephen P. Lang, Director  
Macklin Business Institute at Montgomery College  
Dept. of Business Administration and Economics  
51 Mannakee Street, Humanities 208  
Rockville, Maryland 20850

Phone: 240.567.1707

Fax: 240.567.7929

[mbi@Montgomerycollege.edu](mailto:mbi@Montgomerycollege.edu)

MACKLIN BUSINESS INSTITUTE  
MONTGOMERY COLLEGE  
SOPHOMORE BUSINESS HONORS PROGRAM  
APPLICATION FOR ADMISSION

*Please print using black or blue ink*

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Zip code: \_\_\_\_\_ M #: \_\_\_\_\_

High school: \_\_\_\_\_ Yr. Grad: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Have you declared a major, if so what? \_\_\_\_\_

Have you read and do you understand the terms of participation for the MBI program?

Yes \_\_\_\_\_ No \_\_\_\_\_

Are you planning on transferring to a 4 year college? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, what are your top 2 choices? \_\_\_\_\_

Please complete the following essay questions

**Part One (Required):**

Please provide short essay responses to both of the following questions (approximately 200 to 250 words for each response).

- 1) Describe an experience that has influenced your decision to pursue a business career, and explain how this experience led to setting the goals you now have.

AND

- 2) Why are you interested in participating in the MBI Scholars program, and what unique characteristic can you bring to the program?

**Part Two (Optional):**

What other information do you believe would be helpful to the selection committee in understanding you better and in considering your application? (250-word limit)

**Please submit your complete application no later than April 30<sup>th</sup>, 2009.**

I certify that all of the information provided above and included with this application is true and accurate.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

 Montgomery College



Montgomery College is an equal opportunity employer,  
committed to fostering a diverse academic community  
among its student body, faculty, and staff.