



TEXAS A&M UNIVERSITY
Mays Business School



BusinessCAS System Information and Tips

Beginning with 2021 entry, Mays Business School uses BusinessCAS for its application to all graduate programs. This common application system allows you to apply to programs at Mays as well as other participating business schools.

The first three sections in the common application are standard across all business schools using the system. The fourth section – Program Materials – is specific to each program.

My Application
This dashboard is your application home providing access to each part of the application you need to complete and a high level overview of your progress.

Latest Notifications
Welcome to the BusinessCAS 01/29/2020 application (save this email)
[View My Notifications](#)

Section	Sections Completed
Personal Information	0/6
Academic History	2/4
Supporting Information	1/3
Program Materials	0/1

This document provides you with an overview of what you will submit and report in each section, along with some tips to simplify the process for you.

If you need assistance as you move through the process, please contact us at INFOStudentServices@mays.tamu.edu.

Personal Information

In the first section, you will provide biographic and contact information.



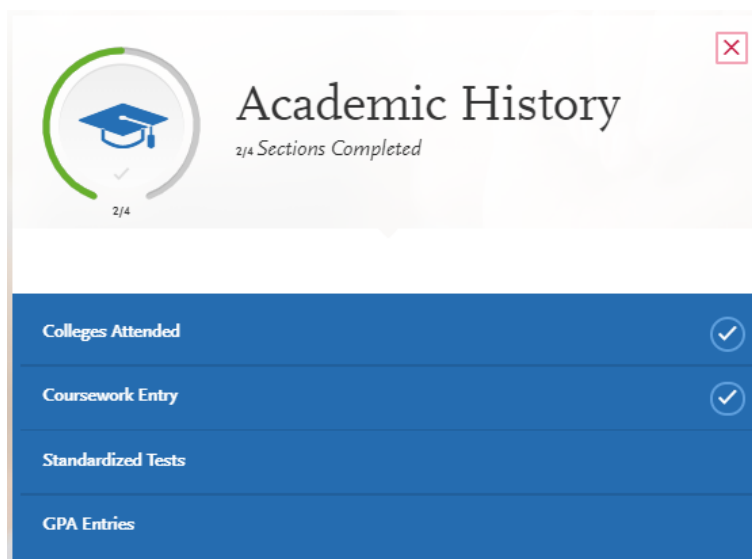
The screenshot shows the 'Personal Information' section of a form. At the top, there is a circular progress indicator with a person icon and a document icon, showing '0/6' sections completed. To the right of the progress indicator, the title 'Personal Information' is displayed in a large font, with '0/6 Sections Completed' written below it. A red 'X' icon is in the top right corner. Below the title, there is a vertical list of seven blue buttons: 'Release Statement', 'Biographic Information', 'Contact Information', 'Citizenship Information', 'Race & Ethnicity', and 'Other Information'.

Mays Tips:

- Please answer the questions in this section about your US military background and the additional questions in the 4th section.
- Please **do not** enter a Social Security Number in that optional field.

Academic History

This section focuses on your prior academic work and standardized tests.



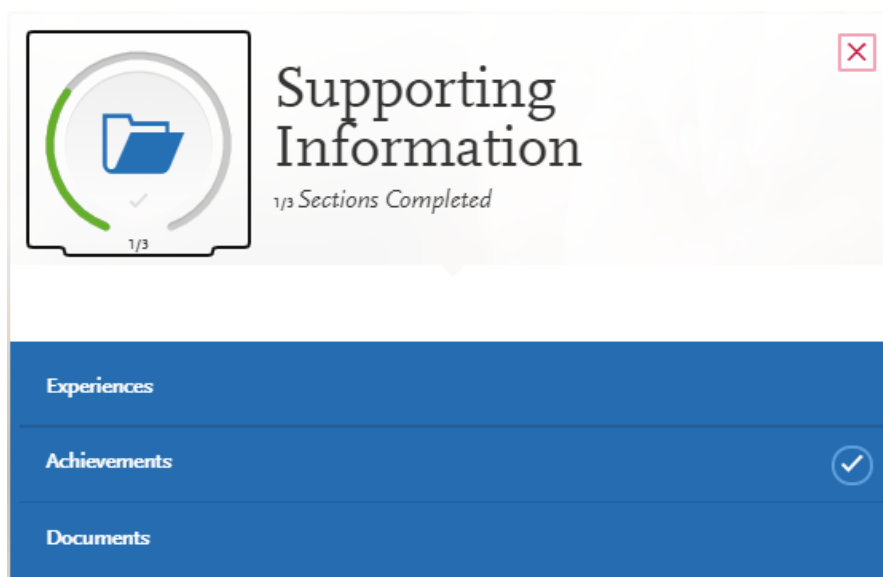
The screenshot shows the 'Academic History' section of a form. At the top, there is a circular progress indicator with a graduation cap icon and a checkmark, showing '2/4' sections completed. To the right of the progress indicator, the title 'Academic History' is displayed in a large font, with '2/4 Sections Completed' written below it. A red 'X' icon is in the top right corner. Below the title, there is a vertical list of four blue buttons: 'Colleges Attended', 'Coursework Entry', 'Standardized Tests', and 'GPA Entries'. The 'Colleges Attended' and 'Coursework Entry' buttons have a white checkmark icon in the top right corner.

Mays Tips:

- Please enter the details for ALL colleges and universities from which you have earned or will earn a degree. This includes any graduate degrees you may have completed.
- You will upload unofficial copies of all transcripts in this section. Official copies are only required if you are offered admission and plan to enroll.
- Candidates must submit a GMAT or GRE score as part of the application.
 - Enter the details of your score in this section and upload a copy of the score report in the Program Materials section.
- If you are an international candidate who does not qualify for a waiver of the [English language test requirement](#), you must also add your test information.
 - Enter the details of your score in this section and upload a copy of the score report in the Program Materials section.

Supporting Information

The section focuses on your prior work experience. Please enter detailed, relevant job/internship information under the “Experiences” section and upload a résumé in the “Documents” section. Please do not use the “Achievements” section.



Program Materials

Mays Tips:

- Please address each essay separately but save all essays into one document and upload in the “Documents” section (titled MS-MIS Essays). Please clearly note the essay title (Essay 1, Essay 2, etc.) at the start of each response.
- For the GMAT or GRE, upload the applicable document in the “Documents” section (titled Test Score Report).
- International students are required to submit an English language proficiency exam score, upload the applicable document in Documents section (titled Test Score Report). See [here](#) for details.
- International candidates must upload a copy of their name/picture page from their passport under the Documents header (titled Other International Document).
- US Permanent Residents must upload a copy of their Permanent Residency card under the Documents header (titled Other International Document).