

FY2020–2021

# MBA Application

For U.S. and Canadian School Districts



First year MBA applicants may want to submit to the introductory Pathway to the MBA Program.

## REQUIRED DOCUMENTS

- ☐ **Completed** MBA application.
- ☐ **Cover letter** specifying any MBA criteria that do not apply to the school district.
- ☐ **MBA Criteria Checklist (all sections mandatory for all applicants).**
- ☐ **Reviewer comments** from the previous year (if applicable).
- ☐ **The school district's responses** to the previous year's comments.
- ☐ **Budget document** or a link to your budget document.

## SCHOOL DISTRICT INFORMATION

School District Name (as you would like it to appear on the award plaque and certificate):

Street Address (no P.O. boxes):

City:

State/Province:

ZIP/Postal Code:

## SUBMITTING OFFICIAL (All award correspondence is emailed to this person)

☐ Mr. ☐ Ms. ☐ Mrs. ☐ Ph.D. ☐ Ed.D. ☐ CPA ☐ SFO ☐ RSBA ☐ RSBO ☐ RSBS ☐ Other:

Name:

Title:

Email:

Phone:

ASBO International Member Number:

Expiration Date:

ASBO Member's Name (if different from submitting official):

Does ASBO International have your permission to use your school's budget for MBA Seminars? ☐ Yes ☐ No

## GENERAL INFORMATION

Has this school district previously applied to the MBA program? ☐ Yes ☐ No

Total district budget (total revenue, all funds):

Fiscal year end (date): Month:

Year:

Date of budget's legal approval: Month:

Year:

Student enrollment:

What category describes the school district?

☐ Public, K–12 ☐ Private, K–12 ☐ Charter ☐ Technical ☐ Community College ☐ Other:

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## AWARD ANNOUNCEMENT (optional)

Provide contact information for the district official you would like to receive award notification (in addition to the submitting official's name already provided):

☐ Mr. ☐ Ms. ☐ Mrs. ☐ Ph.D. ☐ Ed.D. ☐ CPA ☐ Other

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

Title: \_\_\_\_\_

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

## FEES

Please remit this amount:

MBA Fee (see chart) \$ \_\_\_\_\_

ASBO INTERNATIONAL

Membership Fee (\$240) \$ \_\_\_\_\_

Join or renew now to save.

Total \$ \_\_\_\_\_

## MBA APPLICATION FEES All payments must be in U.S. dollars

Total Revenue, All Funds	ASBO Intl Member	Non-Member
Less than \$50 million	\$675	\$1,020
\$50 – \$200 million	\$1,080	\$1,405
\$200 million – \$1 billion	\$1,130	\$1,455
More than \$1 billion	\$1,185	\$1,505

### Method of payment

☐ Check

Credit Card: ☐ Visa ☐ MasterCard ☐ American Express ☐ Discover

Name on Card: \_\_\_\_\_

Signature: *Kathleen Tracy*

Card No.: \_\_\_\_\_

Exp. Date: \_\_\_\_\_

Card Verification Number: \_\_\_\_\_

## SUBMITTING YOUR MBA APPLICATION PACKET

### EMAIL (preferred)

- ☐ Attach each of the required documents as separate PDFs or links.
- ☐ Include payment information.
- ☐ Email to [MBA@asbointl.org](mailto:MBA@asbointl.org).

### MAIL

- ☐ Flash drive containing separate PDFs of the required documents (preferred).  
**or**  
Three hard copies of the complete application packet.
- ☐ Include payment information.
- ☐ Mail to **ASBO International**  
Meritorious Budget Award  
44790 Maynard Square, Suite 200  
Ashburn, VA 20147

## DEADLINE

Within 90 days of your budget's legal approval. Extension requests may be emailed to [MBA@asbointl.org](mailto:MBA@asbointl.org).

**Questions?** Email us at [MBA@asbointl.org](mailto:MBA@asbointl.org) or call **866.682.2729 x7075**.

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