

# MBA Application Guide

## 2023–2024



Harvard  
Business  
School

### GETTING STARTED

The following serves as a preview of what materials you need to prepare to apply to Harvard Business School. Read the [application requirements](#) on our website for more detailed information and review the [characteristics that we look for](#) in applicants. **Application opens Summer 2023.**

| INTRODUCE YOURSELF   | YOUR EXPERIENCE   | YOUR ACADEMICS  |
|--|---|---|
| <p><b>Start Application</b></p> <p>Tell us if you have applied previously, are applying to a joint degree program, or have participated in other HBS experiences.</p>  | <p><b>Resume</b> </p> <p>This can be your standard business resume or CV. You do not need to have it in any special format.</p>   | <p><b>Transcripts</b></p> <p>Upload transcripts from all undergraduate and graduate academic institutions that you have attended; you may upload “unofficial” copies of your transcripts. A bachelor’s degree or equivalent is required to apply.</p> |
| <p><b>Personal Information</b></p> <p>Addresses<br/>Contact Information<br/>Citizenship</p>  | <p><b>Employment</b> </p> <p><i>Tell us about your three most recent jobs:</i></p> <p>Role and Responsibilities<br/>Key Accomplishments<br/>Most Significant Challenge</p>  | <p><b>GMAT or GRE</b> </p> <p>You must take the test before you submit your application. HBS has no preference on which test you take.</p>  |
| <p><b>Family Information</b></p> <p>Parent and/or guardian occupation and education</p>  | <p><b>Activities, Awards &amp; Recognition</b> </p> <p>List up to three distinctions, honors, and awards in order of importance to you.</p>   | <p><b>English Language Tests</b></p> <p>A TOEFL, IELTS, PTE, or Duolingo English Test is required if you did not attend an undergraduate institution where the sole language of instruction was English.</p>  |
| <p><b>Fee Waiver</b></p> <p>Learn if you are eligible for a fee waiver, or submit a request for a <a href="#">need-based application fee waiver</a>.</p>   |   |   |
| REFLECT  |   | SHARE TWO OUTSIDE VOICES  |
| <p><b>Essay</b> </p> <p>Answer the following prompt:</p> <p>“As we review your application, <b>what more</b> would you like us to know as we consider your candidacy for the Harvard Business School MBA program?”</p> | <p><b>Recommendations</b> </p> <p>Your recommenders will be prompted to answer the following two questions:</p> <p>“How do the candidate’s performance, potential background, or personal qualities compare with those of other well-qualified individuals in similar roles?”</p> <p>“Describe the most important piece of constructive feedback you have given the applicant. Please detail the circumstances and the applicant’s response.”</p> |   |
| <p><b>Post-MBA Intentions</b> </p> <p>Industry and Function<br/>Career Aspirations</p>   |   |   |