PART-TIME MBA PROGRAM
AT WHAT POINT DO YOU REALIZE YOUR FULL LEADERSHIP POTENTIAL?
THE KELLOGG PART-TIME MBA PROGRAM CAN BE A CAREER-DEFINING EXPERIENCE. THE TIME IS NOW TO DEFINE YOUR FUTURE.

Our part-time program, with options for evening or Saturday classes, opens up opportunities you may never have considered. This flexibility, combined with Kellogg’s distinctive approach — the dynamic interplay of the study of management with the study of markets — expands your career possibilities exponentially.

At Kellogg, you will learn the science of management and the art of leadership. You will gain insights into leading-edge business theory and how to meet the challenges of putting theory into practice. You will develop analytical skills and the social acumen to inspire and influence others to get the work done. You will learn to lead by practicing leadership in an environment that encourages bold thinking and risk taking.

We offer all this in a culture defined by our courageous and collaborative spirit. It is this attitude — our way of seeing the world — that sets us apart. It is why our graduates have been moving their organizations, communities and the world forward for more than 100 years. It is how we inspire our students today to manage and lead with confidence and conviction. It is what we mean when we say, “Think bravely.”

THIS IS THE POINT OF A KELLOGG EDUCATION. AT WHAT POINT DO YOU JOIN US?
The Kellogg part-time program attracts students from all areas of business, numerous industries, a broad array of cultural backgrounds and more than 40 countries.

- **35%** Women
- **6.5** Average Years of Work Experience
- **22%** Students holding advanced degrees
- **3.4** Average GPA
- **17%** Born outside the U.S.
- **29.4** Average Age
- **690** Average GMAT score

2010 part-time MBA entrants
INDUSTRIES REPRESENTED:

- Accounting/Finance: 24%
- Marketing/Advertising: 10%
- Sales/Business Development: 11%
- Consulting: 8%
- Information Technology: 9%
- Engineering: 7%
- Operations/Production: 7%
- General Management/Administration: 6%
- Healthcare: 4%
- Entrepreneurship: 2%
- Research & Development: 3%
- Other: 9%

Industries represented:
- Building/Construction
- Corporate Communications
- Government
- Journalism
- Nonprofit
- Real Estate and others
At Kellogg, we take a carefully balanced yet dynamic approach to management education, an approach that marries the study of organizations with the study of the processes — the dynamic push and pull — that drive consumer, business and financial markets forward.

Across a broad array of majors and course options, you will find academic excellence, experiential learning and an emphasis on working in teams to achieve ambitious goals. With wide-ranging options in your course of study — including flexibility in course load and choice of Saturday or evening classes — you can fit your Kellogg MBA program precisely to your learning goals, your career and your life.

Here, you will learn from faculty members who are not only recognized experts and researchers in psychology, economics, finance, management and marketing, but also seasoned practitioners and trusted advisors to corporate boards, industries and governments worldwide. The insights you gain today from engaging directly with them in the classroom will prepare you to face and solve complex business challenges in your organization tomorrow.

You will also discover how the diversity of your classmates — their educations, career aspirations, cultures and life interests — enriches your learning with new perspectives and prepares you to lead with confidence anytime, anywhere.

**This is how we equip leaders to make meaningful differences wherever they go. This is how they learn to think bravely.**
DISCIPLINE AND CHOICE.
A SOLID CORE.
MULTIPLE MAJORS.

With the part-time program’s flexible structure, you can complete your MBA at your own pace. You have the choice to take one, two or three classes per quarter — weekday evenings or Saturdays — and you can even take one or more quarters off if your career or personal life requires it. At the quickest pace, you can complete your MBA in two years. Most students take 2.75 to three years, but you have up to five years to complete the requirements.

DESIGN YOUR OWN KELLOGG MBA.

The Kellogg experience is grounded in the belief that, as an MBA graduate, you should possess a general management foundation that enables you to lead anywhere life takes you. All Kellogg Part-Time MBA Program students begin by developing a solid understanding of the fundamentals of management through our core curriculum.

Taken before you begin coursework in your major field(s), the courses that comprise the core curriculum set the stage for you to gain maximum value from the more advanced courses and learning experiences that follow. Once you’ve completed the core courses, you have many options for satisfying the remaining course requirements for graduation, including your choices from among our 18 major areas and a wide-ranging array of electives.

Newly admitted students may also have options for transfer of credits for up to a total of four recently completed courses taken at other AACSB-accredited graduate schools of management or business. And if you’re relocated from Chicago while enrolled in the program, options are also available for completing the final four classes in our Saturday Program or with another MBA program for the Kellogg degree.

To learn more about the Kellogg curriculum — including detailed descriptions of every course we offer — please visit kellogg.northwestern.edu/Programs/PartTimeMBA/Academics.
Multiple Majors. The choice is yours.

Most part-time program students choose to pursue three majors, and your options are open and range widely across academic disciplines, professional programs and interdisciplinary majors. Regardless of your choice, in every major area of study you will experience the high level of academic excellence for which Kellogg is renowned.

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<th>Major Areas of Study</th>
<th>Core Curriculum</th>
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<td>Management + Organizations</td>
<td>Statistical Methods for Management Decisions</td>
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<tr>
<td>Management + Strategy</td>
<td>Values and Crisis Decision Making*</td>
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<td>Managerial Analytics</td>
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<td>Social Enterprise at Kellogg (SEEK)</td>
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*Values and Crisis Decision Making is a one-half-credit core course. All other nine core courses are one full credit.
The Kellogg Part-Time MBA Program offers two options for completing your course requirements. Choose the one that best fits your career and personal life. If you live or work in the Chicago area, including parts of Wisconsin or Indiana, evening courses may fit your schedule perfectly. If you live outside the Chicago area or live nearby but must travel during the week for work, Saturday classes could be right for you.

Each option takes a distinctive approach to earning the Kellogg MBA. Both focus on preparing leaders of diverse backgrounds and interests to have a positive impact on the world. You choose the program that fits you best — your needs, your talents, your plans for the future. With either choice, you’re guaranteed an unparalleled education taught by our world-renowned faculty, enriched by the lasting relationships you’ll develop, and grounded in the distinctive Kellogg culture of innovation and collaboration.

**EVENING PROGRAM**

**PROGRAM BEGINS:** Quarterly (Fall, Winter, Spring or Summer)

**COURSES PER QUARTER:** One to three

**WHERE:** Primarily at Northwestern University’s Chicago lakefront campus, but some classes meet on the Evanston campus

**WHEN:** CHICAGO CAMPUS: 6:00pm to 9:00pm  
EVANSTON CAMPUS: 6:30pm to 9:30pm

**MAJORS:** Choice of all Kellogg majors

**FLEXIBILITY:** If location and schedule permit, Evening Program students may take Saturday classes. Evening Program students also may take quarters off from school.

**CORE CURRICULUM:** Required (see chart, page 8)
SATURDAY PROGRAM

PROGRAM BEGINS: Summer quarter, June

COURSES PER QUARTER: One to three

WHERE: Northwestern University’s Chicago lakefront campus

WHEN: Depending on the course, either 9:00am to noon or 1:30pm to 4:30pm

MAJORS: Choice of Kellogg’s three most popular majors: Finance, Management & Strategy, and Marketing. Students may also add or substitute classes to complete other majors in Entrepreneurship & Innovation, International Business, Managerial Economics, and Management & Organizations.

FLEXIBILITY: If location and schedule permit, Saturday Program students may take evening classes. Saturday Program students may also take quarters off from school.

CORE CURRICULUM: Required (see chart, page 8)

ENHANCE YOUR DEGREE. TAKE ADDITIONAL COURSES WITH OUR COMPLIMENTS. IN THE TWO ACADEMIC YEARS FOLLOWING YOUR GRADUATION, KELLOGG INVITES YOU TO TAKE UP TO SIX ADDITIONAL MBA PROGRAM COURSES FREE OF CHARGE. WHETHER YOU WANT TO EXPLORE A NEW INTEREST, PURSUE AN EXTRA MAJOR, ENHANCE YOUR SKILLS OR STIMULATE YOUR INTELLECT, OUR DEGREE ENHANCEMENT PROGRAM OFFERS A GREAT WAY TO DERIVE EVEN MORE VALUE FROM YOUR KELLOGG EXPERIENCE.
ENGAGE FEARLESSLY.

LEARN BY DOING.

AN ENVIRONMENT THAT ENCOURAGES BOLD, UNCONVENTIONAL THINKING AND THE OPPORTUNITY TO TRY NEW THINGS.

In settings that closely mirror the corporate world, Kellogg coursework and team projects challenge you to make critical connections between academic theory and real-world practice by putting your best thinking to the test. When you engage fearlessly in this supportive environment, you can learn as much from falling short of the ideal as you do from your unqualified successes.
At Kellogg you will work closely with faculty members and fellow students to explore innovative management concepts and how to apply them directly to critical business issues. Such teamwork exposes you to a greatly expanded range of thought and cross-functional approaches to problem solving. Many students find that the knowledge and insights they learn from coursework can be applied immediately in their companies and organizations. Working in teams, you also build the strong communication and interpersonal skills that are essential to effective leadership.

**These are distinctive characteristics of the Kellogg MBA and why organizations consistently give our graduates high ratings on their ability to lead, inspire and influence others.**
I’d reached a career pinnacle, but couldn’t advance further without an MBA. It wasn’t feasible to quit my job in New York. I knew Kellogg would challenge me in many ways, a major one being the commute. But I refused to limit myself geographically or to short-sell my future. The part-time program was my answer.

From my first day at Kellogg, I felt a strong sense of community. My peers were obviously smart, but they were also refreshingly curious, strategic and came from a wide range of industries. Our collective work experience really helped us to focus quickly on every project.

I was comfortable with my capabilities, but was definitely humbled by the talents of my fellow students. I was also inspired by the mutual level of respect and understanding.

Everything I learned in class was on a real-time basis; I could actually bring back what I learned on the weekend and apply it on Monday.

We all took planes, trains and automobiles to get here, but I’m certain my investment will pay back many times over. If you recognize the impact that a Kellogg MBA can have on your life, you’ll find the way and the means. I flew here one day a week and built an entirely new network.
ANITA GUTWEIN ’11

PROGRAM STATUS:
SATURDAY PROGRAM

POSITION:
CONSULTANT, BAIN & COMPANY

PRESIDENT, PART-TIME MBA WOMEN’S BUSINESS ASSOCIATION; KELLOGG PART-TIME STUDENT ASSOCIATION BOARD, VP OF RESOURCES
I chose the Part-Time MBA Program so I could transfer what I learned in class directly to my corporate life. That started happening in my first quarter at Kellogg, from learning how to thoughtfully manage change to how to best motivate people. I also get to explore different leadership options before actually using them on the job.

As an athlete, I’ve played team sports all my life. I understand that there’s a time to lead and a time to follow. Kellogg’s emphasis on working in teams was a huge part of the reason for coming here. **Working together with my teammates, my strengths complement theirs, and the solutions click faster.**

I’m always excited to hear what my peers have to say and to learn from what they know. They’re investment bankers, marketing experts and engineers. Some are fluent in five or six languages. Many are managers with entire departments reporting to them. I can learn a lot from them, and at the same time have the confidence to challenge them with my ideas.

The power of the Kellogg network also opened up another opportunity for me – to get to know my company’s CEO, who’s a Kellogg alum. Previously, I wouldn’t have been able to put myself out there to meet with him.
AARON NEWMAN

PROGRAM STATUS: EVENING PROGRAM

POSITION: ACCOUNT MANAGER, NORTHERN TRUST

CONSULTING CLUB, GLOBAL INITIATIVES IN MANAGEMENT
LOCALLY GROUNDED. GLOBALLY ATTUNED.

Businesses thrive by organizing their resources in a way that is locally grounded but globally attuned. Kellogg prepares you to manage in a global economy by helping you develop a broader, more fully informed view of the world along multiple dimensions.

You gain direct insights into a diversity of cultures and national origins represented within the Kellogg community. Nearly one-third of all Kellogg MBA students come from outside North America. Approximately one out of four Kellogg faculty members were born and educated abroad, and many others have studied or taught at universities outside the United States.

Academically, the International Business major is one of the school’s most popular, and global issues are interwoven throughout the curriculum in every course. *Kellogg offers numerous other avenues for expanding your global perspective.*

**INTERNATIONAL BUSINESS MAJOR.** The Kellogg international business major builds a deep understanding of the international dimensions of business operations and management in finance, marketing, organizations and management strategy.

**GLOBAL INITIATIVES IN MANAGEMENT.** In this intensive global business leadership course, teams of classmates with a faculty advisor create and engage in a challenging 10-week curriculum taken on campus that culminates in two weeks of international travel and field experience in the country or region of study. Participation builds valuable leadership skills and a keener awareness of the global business environment.
STUDENT ORGANIZATIONS. Many of the Kellogg School’s student-run clubs have an international focus: Asian Business Association, Hispanic Management Association, International Business Club and Southeast Asia Business Club.

KELLOGG INNOVATION NETWORK (KIN). The KIN Global Summit engages business executives, government officials and academic thought leaders in active dialogue to develop solutions for critical global issues. Kellogg students who take the opportunity to work on research projects related to these challenges are invited not only to present their research projects, but also to attend KIN Global as full delegates.

ACT, REFLECT AND LEARN FROM THE EXPERIENCE

Throughout the Kellogg Part-Time MBA Program — within the curriculum and well beyond— you will encounter life- and career-changing opportunities that enable and encourage you to act, reflect and learn from every experience.

Intensive academic experiences such as the Analytical Finance Practicum and Global Initiatives in Management connect students to business challenges and global issues. The innovative, highly specialized Asset Management Program, in which students manage an actual portfolio, provides exposure to cutting-edge practices and direct connections to alumni professionals in the field.

Beyond the curriculum, but inextricably tied to it, events and conferences organized by students attract world-class speakers and participants who engage directly with students on critical topics and emerging trends. Student teams collaborate to compete in programs like the annual Kellogg Cup business plan competition. Students also take on pro bono consulting assignments with local nonprofits to hone leadership skills in socially responsible endeavors.
As a part-time program student, you can enjoy the full benefits of being a member of the Kellogg community. Whether you join a club, volunteer or take on a student leadership role, getting actively involved expands your perspectives, builds your network and enriches your overall MBA experience.

These organizations cover a wide variety of interests and industries. They organize activities and bring to campus distinguished leaders in marketing, finance, technology and other fields to share their experience and expertise. Many clubs sponsor industry-specific networking events to help you learn about the latest industry trends or to find like-minded peers. They also provide valuable opportunities to hone your leadership skills.

**KELLOGG PART-TIME STUDENT ASSOCIATION (KPTSA).** The student-run KPTSA serves as the hub of student activities, providing opportunities that range from organizing The Managers’ Ball, planning trips to plays and concerts, training for the B-School Olympics or spearheading a community service initiative or charitable event. KPTSA also connects you and your fellow students to the Kellogg administration and the full-time program’s Kellogg Student Association.

For complete information, visit the Part-Time MBA Program Student Experience pages at [kellogg.northwestern.edu/Programs/PartTimeMBA/StudentExperience](http://kellogg.northwestern.edu/Programs/PartTimeMBA/StudentExperience).

Each year, Kellogg is host to more than 300 events for part-time students, ranging from women’s leadership workshops to opportunities for providing pro bono tax assistance to community members. In addition, there’s a wealth of clubs and cultural organizations led by part-time students and other members of the Kellogg community.
ON CAMPUS AT KELLOGG. EASY ACCESS TO DOWNTOWN CHICAGO. For more than 80 years, Northwestern University’s 20-acre Chicago lakefront campus, anchored by historic Wieboldt Hall, has been a focal point for Northwestern University’s pioneering approach to business education. Most Part-Time MBA Program courses are held here, although some evening classes may be taken on the Evanston campus several miles north along the Lake Michigan shoreline.

Wieboldt Hall offers everything you need to make the most of your Kellogg experience: rooms for group study, faculty and administrative offices, a business library, a computer lab, and the lively Kellogg Kafé. The city of Chicago itself provides an ideal environment for your business education with its myriad global and regional corporate headquarters, financial institutions, consultancies, and stock and commodities exchanges. What better place to study business than in the heart of where some of the world’s most important commerce takes place?

The Chicago lakefront campus is also home to many of Northwestern’s other renowned professional and teaching facilities, including Northwestern Law School, the Feinberg School of Medicine, McGaw Medical Center and the School of Continuing Studies.
Kellogg’s Career Management Center (CMC) takes your future personally — from the day you enroll. Recognized for providing exceptional services to students and alumni, the CMC delivers custom-tailored support and resources.

In addition to providing a full range of services, CMC administrators work directly with you as coaches and advisors at every stage of career planning, often involving faculty members and alumni to expand opportunities. The global network of more than 53,000 Kellogg alumni helps you cast a net worldwide — especially valuable if you’re changing careers or searching for international opportunities.

**All Part-Time MBA Program students can take advantage of unlimited one-on-one career coaching.** Our career coaches have industry knowledge and coaching experience and can assist students with all aspects of career development, including self-assessment, job-search strategy, internal development plans, résumé writing, interview preparation and practice, networking strategies and negotiations. Many of the benefits you enjoy as a student continue after graduation, including free lifelong professional career counseling and career management services, self-assessment tools, résumé review, job-search strategies, negotiations and a job board for our degree program graduates.

**Part-time students, in their final year at Kellogg, can register to participate in formal recruiting services.** The services available to registered students include unlimited one-on-one career coaching, access to online resources and the services of the Career Resource Center, résumé review, mock interviews, corporate presentations, and job-search strategy workshops.

To qualify to use recruiting services, students must be graduating in the current academic year, remain working full-time and not have received any tuition reimbursement from their present employers. Exceptions are made for students who have written authorization from their present employers. This policy was developed because some of our students receive tuition benefits and other forms of financial assistance from their employers, and it would raise ethical questions if Kellogg were to provide direct career management services to students in these circumstances.
**CAREER MANAGEMENT CENTER WEBSITE:** Secure access to extensive career development, job-search strategy information and other online career resources to make sure you get the help you need quickly.

**CAREER COACHING:** Unlimited access to one-on-one career coaching.

**KELLOGG CAREER NETWORK (KCN):** Password-protected online job board with more than 3,000 job listings submitted by top MBA employers ranging from startups to Fortune 500 companies and geared strictly for job seekers with an MBA.

**KELLOGG ALUMNI NETWORK:** Valuable career-building resources that open doors worldwide, including a password-protected online database of alumni information. Use this resource to connect with alumni for class projects, informational interviews, invitations to student club events and mentorship.

**KELLOGG ON LINKEDIN.COM:** Exclusive Kellogg School group serving the entire Kellogg community, including class-specific and other affinity groups — the ideal way to network, find job leads, announce your career news and follow your peers’ progress.

**KELLOGG ONLINE RESEARCH RESOURCES:** The Career Management Center has a variety of online research resources for part-time MBA students. Students have access to industry-specific and company guides, along with many business research databases that include Hoover’s Premium, Mintel, Vault and WetFeet.

**CAREER DEVELOPMENT WEBINARS AND WORKSHOPS:** Online seminars and in-person workshops for students range from strategic planning and goal setting, to tactical execution of résumés and cover letters, to practical skills, such as interviewing and networking.
EXPERIENCE KELLOGG.

If you want to experience Kellogg in person, we invite you to come for a visit. You may also sign up for one of our interactive, admission information sessions that feature background on the Kellogg School, information on your part-time options, a personal perspective on the Kellogg experience from an alum or student and details about how the application process works. As you complete your application and schedule your interview, you also have the opportunity to spend an evening or a Saturday in class as a visitor paired with a student who will answer any questions you have.

Throughout the application process, anytime a question arises or you’d like more insight or information, we will be happy to arrange for a Kellogg staff member, student or alumni representative to talk with you personally. Sign up for an admissions information session at kellogg.northwestern.edu/Programs/PartTimeMBA/TakeAction/InfoSessions.

WANT TO CONNECT SOONER? BEGIN YOUR VIRTUAL VISIT RIGHT NOW.

VIDEO GALLERY
Learn more about some of our students or view a class: kellogg.northwestern.edu/Programs/PartTimeMBA/TakeAction/ViewClass

LISTEN TO A CHAT
Learn more about the Part-Time MBA Program experience from students and administrators: kellogg.northwestern.edu/Programs/PartTimeMBA/TakeAction/ChatArchive

ADMISSION EVENTS AND ONLINE CHATS
Participate in a chat or attend an event to learn more about Kellogg from admission officers, alumni and students: kellogg.northwestern.edu/Programs/PartTimeMBA/TakeAction/InfoSessions

EMAIL
Please email questions about admissions and the application process to the Office of Admissions: PartTimeMBA@kellogg.northwestern.edu

SCHEDULE A CLASS VISIT
Get a feel for Kellogg by visiting a class in person during the evening or on a Saturday: kellogg.northwestern.edu/Programs/PartTimeMBA/TakeAction/VisitClass
APPLICATION

THE ADMISSIONS COMMITTEE EVALUATES EACH CANDIDATE’S SCHOLASTIC ABILITY, CAREER PROGRESS, QUALITIES OF CHARACTER AND MOTIVATION, EVIDENCE OF LEADERSHIP, AND MANAGERIAL PROMISE. AT THE TIME OF APPLICATION TO THE KELLOGG PART-TIME MBA PROGRAM, CANDIDATES WILL SELECT A PREFERENCE FOR THE EVENING OR SATURDAY PROGRAM.

The application and all supporting documents and components (including the interview) must be completed and submitted by the application deadline of the quarter for which admission is requested.

OFFICIAL TRANSCRIPTS // The Kellogg School requires official transcripts from all universities and colleges attended in the United States and abroad, whether you graduated from the institution or took just one class. Transcripts must be submitted in a sealed envelope with a signature or seal of the university registrar.

GRADUATE MANAGEMENT ADMISSIONS TEST / GRADUATE RECORD EXAMINATION //
You will need to take the GMAT or the GRE and submit a valid test score (taken within the last five years). The GMAT code for the Kellogg Part-Time MBA Program is: 6WZ 3J 66. The Kellogg School’s GRE code is 7921. The TOEFL exam is not required for application to the Kellogg Part-Time MBA Program.

You have up to the deadline date of the quarter for which you are applying to take the GMAT/GRE. However, since it takes approximately three weeks for the scores to arrive at the Kellogg School, we recommend that you take the test well before the deadline to ensure that your application is evaluated shortly after submission to the school.

LETTERS OF RECOMMENDATION // The Part-Time MBA Program requires two letters of recommendation from persons who can evaluate your on-the-job performance and potential for a successful management career. One of the letters must be from your current, direct supervisor.
INTERVIEW // You will need to complete a personal interview with a representative of the Part-Time MBA Program before the application is considered complete. The interview provides important insight into your accomplishments in full- and part-time work settings and extracurricular activities, as well as career potential, focus, and plans to complete the MBA program.

Because limited time slots are available, please call to schedule the interview at least six weeks prior to the application deadline. **Arrangements for an interview can be made by calling Kellogg at 312.503.8385. You will need to bring a current résumé to the interview.**

CAREER PROGRESS // Kellogg will review your experience, accomplishments and career progress in full-time work settings, military service and extracurricular activities for indications of career promise and focus.

DECISION NOTIFICATION // Notification of the Admissions Committee’s decision usually occurs two to four weeks after the application and all supporting materials have been received by the Part-Time MBA Program.

APPLICATION FEE // All applicants pay an application fee of $185.

ONLINE APPLICATION // Visit kellogg.northwestern.edu/PartTime to apply online.
ADMISSIONS

VISITING GRADUATE STUDENT // Those who have already earned an MBA or equivalent degree are not eligible to study for an MBA degree in the Kellogg Part-Time MBA Program. However, within the program, provisions are made for Visiting Graduate Student (VGS) status. Those accepted as Visiting Graduate Students may complete up to three courses as special students. In all cases, visiting graduate students are accommodated only after regular Kellogg MBA degree candidates are registered. Visiting Graduate Students do not receive a degree and do not have access to student career services or club events.

The Visiting Graduate Student status can apply in the following situations:

1 // Those living and working in the Chicago area who already possess an MBA degree. These candidates may apply for the VGS option to take up to three courses to enhance the MBA degree they have completed. This category is not designed to serve as supplemental coursework to be taken midstream or while enrolled in another Chicago-area MBA program. The VGS application would be pursued after an MBA is earned with the other area institution.

2 // Individuals enrolled in an MBA program beyond the Chicago area who use the VGS option as a method to complete an MBA. These candidates may apply for the VGS option to take up to three courses in order to complete degree requirements for transfer of credit back to the school of origin. This category is designed for those who are relocated to the Chicago area prior to completing an MBA program that is already in progress.

CREDIT TRANSFER // Kellogg does not have a transfer student admission policy, however, applicants who have completed coursework at an AACSB-accredited graduate school of management or business school are eligible to receive credit toward their degree for up to four courses. Eligibility to transfer courses only applies to newly admitted applicants and is subject to review by a faculty committee. Transfer courses must have been recently completed with a grade of B or higher, may not have been used toward completion of another degree and must be similar in content to courses offered at the Kellogg School. Transfer credit is not included in the cumulative grade point average.

Request for transfer credit must be submitted as early as possible after admission to Kellogg and must include an official copy of the transcript, catalog description and course syllabus.
**Honor Code** // Students at the Kellogg School regard honesty and integrity as qualities essential to the practice and profession of management. Therefore, all new students are required to sign an agreement to follow the Kellogg Honor Code.

**Waivers** // Approximately half of our students waive one or more courses. If a student is granted a waiver, he or she usually takes a more advanced course in the same area. A waiver does not reduce the number of courses required for the degree. Waivers are granted when a student first enrolls at Kellogg.

**Academic Counseling** // All students are encouraged to take advantage of academic counseling services. The Part-Time MBA Program director and staff are available to answer student inquiries regarding course requirements, academic status and course prerequisites. Faculty advice is also available, and students should seek counsel when planning course schedules.

**Honors**

*Degree with Distinction:* The faculty may confer the MBA degree with distinction upon those candidates who complete their studies with outstanding academic records.

*Beta Gamma Sigma:* Election to Beta Gamma Sigma, the international honor society for business students, is based on scholarship, character and the promise of leadership. Elections are made from the list of degree candidates each spring.

*Dean’s List:* The Dean’s List includes the names of students who complete six or more courses with a grade point average of 3.75 or higher in a period of 12 consecutive months beginning in September each year.

*J. Lester Cunningham Scholar:* Selected by the dean, the outstanding part-time MBA student in the graduating class receives this honor for high scholastic achievement and service to Kellogg.

*Jane Robertson Memorial Award for Academic Excellence:* This award was established in memory of Jane Robertson to recognize students who achieve academic excellence at Kellogg. The honor is awarded to students maintaining a 4.0 grade point average at the midpoint of their Kellogg academic careers.
APPLICATION DEADLINES AND ADMISSIONS CALENDAR

Your path to acceptance into the Kellogg Part-Time MBA Program can begin today. Please review the admissions calendar below to ensure that your application and all supporting materials are completed and submitted by the appropriate deadline.

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<td><strong>SATURDAY</strong></td>
<td><strong>PROGRAM 2012</strong></td>
<td>Jan. 11, 2013</td>
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<tr>
<td><strong>PROGRAM 2012</strong></td>
<td></td>
<td><strong>REGISTRATION</strong></td>
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<tr>
<td>March 16, 2012</td>
<td></td>
<td>Saturdays only</td>
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<tr>
<td><strong>EVENTING WINTER</strong></td>
<td><strong>EVENING SPRING</strong></td>
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<tr>
<td><strong>QUARTER 2013</strong></td>
<td><strong>QUARTER 2013</strong></td>
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<tr>
<td>June 8, 2012</td>
<td>Dec. 14, 2012</td>
<td><strong>REGISTRATION</strong></td>
</tr>
<tr>
<td><strong>EVENING FALL</strong></td>
<td>Jan. 11, 2013</td>
<td>Saturdays only</td>
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<tr>
<td><strong>QUARTER 2013</strong></td>
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<tr>
<td>June 8, 2012</td>
<td></td>
<td><strong>REGISTRATION</strong></td>
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<tr>
<td><strong>X</strong></td>
<td><strong>X</strong></td>
<td>Saturdays only</td>
</tr>
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