



MBA Application page 1

For U.S. and Canadian School Systems

The MBA application is for applicants who have previously applied for the MBA and for first-time applicants who would like to complete all four sections of the MBA Criteria Checklist. First-time applicants and second-time *Pathway* applicants who would like to complete only two sections of the checklist, please use the *Pathway* to the MBA application.

REQUIRED DOCUMENTS

YOUR MBA APPLICATION PACKET MUST INCLUDE:

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

SCHOOL DISTRICT INFORMATION

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

Mailing Address (the award plaque or year plate will be sent to this address):

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

What is the size of the school district's budget (total revenue, all funds)?

What is the end of the fiscal year (date) for this budget submission? Month:

Year:

How many students are enrolled in the school district?

What category most accurately describes the school district?

Public, K-12 Private, K-12 Charter Technical Community College Other:

Please complete both pages of application. >>

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AWARD ANNOUNCEMENT (optional)

Please provide the contact information for the additional person you would like to be notified of the school district's accomplishment (in addition to the submitting official's name already provided):

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

Name: _____

Title: _____

Organization: _____

Email: _____

Voya Financial®, the MBA program sponsor, or your ASBO affiliate may also contact the school district to offer congratulations.

FEES

Please remit this amount:

ASBO INTERNATIONAL

Membership Fee (\$225) \$ _____

Join or renew now to save at least \$90.

MBA Fee (see chart) \$ _____

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	\$660	\$1,000
\$50 – \$200 million	\$1,060	\$1,375
\$200 million – \$1 billion	\$1,110	\$1,425
More than \$1 billion	\$1,160	\$1,475

Method of payment

Check

Credit Card: Visa MasterCard American Express Discover

Name on Card: _____

Signature: _____

Card No.: _____

Exp. Date: _____

SUBMITTING YOUR MBA APPLICATION PACKET

BY EMAIL (preferred)

- Attach each of the required application documents as separate PDFs.
- Include payment information.
Email submissions must be paid by credit card.
- Email to MBA@asbointl.org.

BY MAIL

- Flash drive containing separate PDFs of the required documents (preferred).
or
Three hard copies of the complete application packet.
- Include payment information.
Mailed submissions may be paid by check or credit card.
- Mail to **ASBO International**
Meritorious Budget Award
11401 North Shore Drive
Reston, VA 20190-4232

DEADLINE

Within 90 days of your budget's legal approval. Extension requests may be emailed to MBA@asbointl.org.

Questions? Email us at MBA@asbointl.org or call 866.682.2729 x7075.

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