

# Frequently Asked Questions for Applicants and Inquiries

## 1) Am I eligible to apply?

Yes. Our Executive programs (MSBA, MSPM, MBA–Healthcare) are designed for working professionals. Admission is based on your academic record and the required documents below.

## 2) What documents are required for acceptance?

All applicants (everyone):

- Passport (bio page)
- U.S. visa (if applicable)
- Any U.S. transcripts (if you studied in the U.S.)

If your bachelor's degree is from outside the U.S.:

- Official course-by-course evaluation with GPA sent directly to TWU by one of the approved agencies:
  - a. WES – <https://www.wes.org/>
  - b. ECE – <https://www.ece.org/>
  - c. IERF – <https://ierf.org/>
  - d. Educational Perspectives – <https://edperspective.org/>
  - e. SpanTran – <https://spantran.com/>
- English proficiency (only if you do NOT hold a U.S. bachelor's degree):
  - TOEFL 550 (paper) / 213 (computer) / 79 (iBT), or
  - IELTS 5.5, or
  - Duolingo 95, or
  - Proof of successful completion of an approved ESL program or U.S. college composition credit (passing grade).

If your bachelor's degree is from the U.S.:

- Official U.S. transcripts
- (No external evaluation or English proficiency required.)



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## **3) Where do I send documents?**

- Official transcript evaluations → [admissions@tnwesleyan.edu](mailto:admissions@tnwesleyan.edu) (sent by the evaluation agency)
- Unofficial eval copies + passport/visa + other docs → [execgrad@tnwesleyan.edu](mailto:execgrad@tnwesleyan.edu)

## **4) What is the application process?**

- Submit the online application.
- Upload passport/visa (if applicable).
- Request official evaluation (if international degree) or send official U.S. transcripts.
- Submit English proficiency only if you do not hold a U.S. bachelor's degree.
- We review once your file is complete and email the decision.

## **5) How long does a decision take?**

Typically 5–7 business days after all required items are received.

## **6) Do you offer Day-1 CPT and OPT?**

- MSBA and MSPM are STEM-designated (eligible for 12 months OPT + 24-month STEM extension, per federal rules).
- MBA – Healthcare is not STEM.
- Day-1 CPT may be available in the Executive format; authorization is term-by-term once you're full-time and submit the employer letter + CPT form. (CPT cannot be backdated.)

## **7) Do you provide student health insurance?**

TWU does not offer a university health plan. Students arrange private coverage independently.

## **8) Where are on-site sessions held?**

Each term includes one on-site weekend at our West Knoxville campus; the rest is designed for working professionals.



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## **9) How do I start the I-20 (after admission)?**

Complete the I-20 items in our portal:

[https://portal.tnwesleyan.edu/ICS/Executive\\_Program\\_Forms.jnz](https://portal.tnwesleyan.edu/ICS/Executive_Program_Forms.jnz)

(You'll upload financial proof and, if applicable, CPT forms there.)

## **10) What financial proof is required for the I-20?**

A recent bank statement (and/or sponsor affidavit + bank statement) showing the required funding amount. Pay stubs can support your file but do not replace proof of liquid funds.

## **11) How does a SEVIS transfer affect OPT?**

Your current school sets a SEVIS release date to TWU. OPT ends the same day the record releases. You may work under TWU CPT only on/after the CPT start date printed on your new TWU I-20.

## **12) Quick contacts**

- General questions & document uploads: [execgrad@tnwesleyan.edu](mailto:execgrad@tnwesleyan.edu)
- Official evaluations (from agencies): [admissions@tnwesleyan.edu](mailto:admissions@tnwesleyan.edu)
- Forms & onboarding:  
[https://portal.tnwesleyan.edu/ICS/Executive\\_Program\\_Forms.jnz](https://portal.tnwesleyan.edu/ICS/Executive_Program_Forms.jnz)
- Advisor scheduling (Anne): <https://calendly.com/amontgomery/15min>