



IBA California

ADMISSION PROCESS

A structured catalog for online business education, institutional policies, academic programs, tuition, admissions, and student services.

➤ ADMISSION PROCESS OVERVIEW

Admissions Process

IBA California follows a structured admissions process designed to ensure that applicants are academically prepared for success in a fully online graduate learning environment. The admissions process is conducted in accordance with institutional academic policies and applicable California regulatory standards.

Step 1: Submit Application

Applicants must complete and submit the official online Application for Admission along with all required supporting documents that is mentioned in the IBA California catalog, which may include:

- **Completed Application Form**
- **Official Academic Transcripts** from a recognized institution
- **Copy of Government-Issued Identification**
- **Curriculum Vitae (CV) / Professional Resume** (mandatory for DBA applicants; recommended for MBA applicants)
- **Statement of Purpose** (for DBA applicants)

An application will not be reviewed until all required documents and the applicable **application fee (if any)** have been submitted.

All Academic Certificate degrees presented by the students must be recognized by the U.S. Department of Education or an equivalent international authority

Applicants with non-U.S. academic qualifications must provide a course-by-course evaluation from a recognized credential evaluation service.

National Association of Credential Evaluation Services (NACES) member agencies are recommended.

Step 2: Admissions Evaluation

The Admissions Committee reviews the applicant's academic qualifications, professional background, and supporting documentation to determine eligibility for admission into the selected program.

International academic credentials may require evaluation by an approved foreign credential evaluation agency.



ADMISSION PROCESS

Step 3: Admission Decision

Applicants are notified of the admission decision through official email communication. Accepted applicants may receive either:

- Full Admission
- Conditional Admission
- Admission with Foundation or Qualifying Course Requirements (if applicable)

Step 4: Enrollment Agreement

Accepted applicants receive an Enrollment Agreement and program information for review. Students must carefully review, sign, and submit the Enrollment Agreement prior to official enrollment in the program.

Step 5: Tuition and Registration

Students complete the required tuition payment arrangements and registration procedures through the Admissions or Student Services Department.

Step 6: Student Orientation and Portal Access

Upon successful enrollment, students receive access to the online student portal, orientation resources, academic policies, and learning management systems used throughout the program.

Step 7: Begin Coursework

Students may begin their online coursework according to the academic schedule and course availability established by IBA California.