



MEMBERSHIP POLICY

Introduction

The aim of this document is to provide guidance to schools that want to become members of the Graduate Management Admission Council (GMAC®).

GMAC is a non-profit organization of leading graduate business schools and owner of the Graduate Management Admission Test (GMAT®) used by over 2,100 institutions and 6,000 programs worldwide. The Council has offices in the USA, UK, India, and Hong Kong; and in addition to the GMAT exam, provides a variety of products and services designed to serve the graduate management education community worldwide.

The GMAC vision is to be the global leader in connecting talent with aspiration and opportunity. GMAC believes that business and management are critical to the economic and social well-being of people worldwide. Our mission, therefore, is to provide information to improve decision making about the discovery and evaluation of talent for people involved in, or aspiring to be involved in, business or management.

See <http://www.gmac.com/about-us.aspx> for the history of the Council and the organization's values.

Membership in GMAC is school based and is open to institutions that offer a master's program in business administration or management subjects or equivalent. In order to support the mission of the Council, member schools are expected to use, and ideally prefer, the GMAT exam or other GMAC assessment as a part of their admissions and enrollment processes for their graduate management programs. Members of the Council form a network of schools that use the GMAT exam; are committed to maintaining and enhancing the quality of management education; and are open to the exchange of ideas and best practices to serve the collective interests of management education worldwide.

Criteria and Eligibility

Membership in the Council is at the sole discretion of the GMAC Board of Directors, which is charged with maintaining a membership that reflects the Council's mission and member school values. In its evaluation of potential members the Council is guided by an interest in maintaining a membership that is representative of quality business schools throughout the world that support the Council's mission. Numerous factors are considered when assessing applications, including the strategic objectives of the Council; the prospective school's alignment with the membership's principles; the size and global coverage of membership; the Council's ability to absorb new member schools and other considerations established by the Board from time to time. In order to be eligible for GMAC membership, an institution should typically be considered an educational non-profit organization, governmental entity or equivalent as described in the United States Internal Revenue Code Section 170(b)(1)(A)(ii). In particular, no part of the net earnings of the institution can inure to the benefit of any private shareholder or individual. GMAC reserves the right to deny membership to any prospective member school in its sole discretion, including without limitation, if the prospective member does not meet the tax-exempt or other criteria described in this membership policy.

The Board's decision is final.

MEMBERSHIP POLICY

Applications for membership should address the following:

A Sustained Commitment to supporting the GMAC mission

This commitment could be displayed through such activities as:

- Participation in GMAC surveys and/or Professional Development
- Providing admissions, class profile and graduation data to assist in the Council's efforts to produce information that accurately presents the size and changing demands of graduate management education
- Publicly promoting the school's use of the GMAT® exam by using the GMAT® logo in school materials and/or websites
- Participation in GMAC programs

A Sustained Commitment to Providing Quality Graduate Management Education

This commitment is demonstrated through activities such as:

- A quality learning experience for all students, which may be demonstrated by accreditation (or pending accreditation) by the Association to Advance Collegiate Schools of Business (AACSB); the European Foundation for Management Development (EFMD); Association of MBAs (AMBA®); accreditation by the governing body of the school's home country; and/or sustained partnerships at the graduate level with current GMAC members schools
- Global engagement, which may be demonstrated through such activities as partnerships and/or exchange programs with other schools outside the school's home country; candidate recruitment efforts that span multiple countries; representation of multiple citizenship in the student body and on the faculty; student clubs, organizations, or events that promote a global perspective; course offerings and/or program offerings that also promote a global perspective
- Providing students with the ability to leverage their graduate management education in a global context while in school, upon graduation, and into in their career
- Providing auxiliary services that enrich and support the academic experience, such as student clubs, internships, academic exchanges, and career services

A Sustained Commitment to Fair and Ethical Treatment of Candidates and Students

This commitment is demonstrated through activities such as:

- Appropriate use of the GMAT exam and other selective admissions criteria during the admissions process when evaluating a candidate's academic potential for a specific graduate management program
- An admissions process designed to assess appropriately the students' abilities and educational needs and to match them to the education program delivered
- Providing public-facing school data (class profiles, survey responses, etc.) in accordance with the MBA Reporting Criteria to ensure fair, accurate, and ethical representation of school information
- The publication and application of a student code of conduct that outlines the ethical standards of conduct expected of the student body. This code may originate and be enforced at either the school or university level
- Conducting regular, systematic review of students' academic progress and pursuing remedial action where appropriate

MEMBERSHIP POLICY

A Sustained Commitment to Serving the Graduate Management Education Community

This commitment is demonstrated through activities such as:

- The school's educational programs and/or extra-curricular activities that have been designed to develop responsible global leaders
- Production or participation in outreach/pipeline development activities (on-campus or off-campus recruiting events, sessions, or programs; printed recruiting materials; and/or website content) that help create and promote access to graduate management education for all people, including those of varying races and ethnic backgrounds, genders, socio-economic conditions, religious preferences, sexual orientations, educational backgrounds, and/or professional experiences, throughout the world
- A commitment to professional development and continuing education for the school's administrative staff through industry-related on-campus or off-campus seminars, workshops or programs; certificate or degree programs; and/or conferences or conventions including GMAC sponsored events

Rights (benefits) of Membership

Once admitted to membership, member schools can expect to receive:

Member Services

- Access to a dedicated Account Manager as a direct contact to GMAC providing consultation and training on GMAC products, tools, and resources.
- Annual review of member activity*
- School Finder, Calendar of Events, Military Program Listing, Team MBA

Products & Data

- GMASS® Database
- Access to GMAC and GMAT® logos for school websites and collateral materials
- Access to benchmarking tool, interactive profile, and validity study survey/benchmark
- GMAT competitive intelligence report
- GMAT Exam Fee Waivers

Professional Development & Networking

- Access to On-Demand Learning in the Learning Library GME Job Site
- Member Directory (online directory to connect and interact with colleagues and peers around the world).
- Preferred pricing for Primary and Alternate Representatives on GMAC Professional Development programs.
- 2 round trip airfare tickets to Annual Conference OR 1 round trip airfare and registration to Annual Conference and 1 paid airfare and conference registration to the regional conference in the member school's region for the Primary or Alternate Representative.*
 - Guaranteed room at the Annual Conference host hotel (if registered prior to the early bird deadline).*
- Guaranteed "seat" at Leadership (if registered prior to the early bird deadline)*

MEMBERSHIP POLICY

- GMAC Connections email newsletter, Graduate Management News (GM News), and Quick Clips
- Professional Development, opportunity to serve on Advisory Committees, Focus Groups, and the Board of Directors

**Indicates a Member School benefit that will begin in January 2017.*

Expectations of Membership

Once admitted to membership, each member school will be required to confirm its continued interest in membership annually on an annual basis. To remain a member in good standing, a member school must continue to demonstrate publicly its commitment to the following values: quality, integrity, global engagement, creating access, and community. Additional obligations of membership include:

<p>Data Submission</p>	<p>Member schools are required to participate in the GMAC Application Trends Survey. Schools are expected to provide data to GMAC on an annual basis such as: number of applicants, percentage of admitted applicants, break-down by percentage of admitted applicants who submitted a GMAT score and scores from other sources, as applicable. Additionally, each member schools must submit their number of matriculations for the applicable year. All data collected will be anonymized and aggregated and only shared among GMAC member schools. This data will not disclosed to the public-at-large. Member school data will be handled in accordance with GMAC privacy and data security policies and practices as described in the GMAC Privacy Statement on gmac.com.</p>
<p>Maintain a selective admissions process and use the GMAT exam or other GMAC assessment</p>	<p>In order to support the mission of the Council, member schools must use and ideally prefer, the GMAT exam or other GMAC assessment as a part of their admissions and enrollment processes for their graduate management programs in principle. Exceptions are possible when a potential member school demonstrates a prohibition from such requirement by local laws or regulations.</p>
<p>Update school and primary/alternate representative information annually</p>	<p>Each member school must update its school profile on School Finder annually. Additionally, member schools must regularly inform GMAC Account Managers regarding updates to the Membership Directory, changes in Deans and/or GMAC Representatives.</p>
<p>Commitment to GMAC</p>	<p>The Member School must display the GMAC member and GMAT logo on its website and appropriate Admissions Marketing materials.</p>

Member schools form an important part of the governance of the Council and, because the Board of Directors sets the strategic agenda of the Council, member schools are expected to vote in all Board elections and any other matters that may come before the Council.

The Chief Executive Officer of the school (i.e. the Dean, Principal or President or other appropriate title)



MEMBERSHIP POLICY

must annually designate two official representatives – a Primary and Alternate. The Primary or Alternate Representative is required to hold the position of head of Admissions, an appropriate functional head position, or a GMAT using program’s Head (Program Director or Program Manager) at the institution. (One of the representatives must have a senior role in admissions). It is mandatory for Primary or Alternate Representatives to participate in or attend a minimum of two GMAC annual meetings over the course of three years.

GMAC may engage in an annual review of member school compliance in accordance with this Membership Policy. A member school may be placed on a one (1) year probation should it not meet the expectations of membership, lose its accreditation or fails to support the GMAC mission, provide quality graduate management education or provide fair and ethical treatment of candidates and students. GMAC may withdraw membership at any time in its sole discretion for failure to comply with these or any other aspects of this Membership Policy.

In order to remain a member, an institution must continue to meet the tax-exempt criteria. Member schools are expected to notify GMAC promptly if there is any change in the member school institution’s tax-exempt status. GMAC has the right to withdraw membership in its sole discretion if at any time a member school is no longer considered tax-exempt.

Membership Fees

There is no membership fee.

Adopted by the GMAC® Board of Directors on December 8, 2015.