

MBA Business Communication WAIVER EXAM

- [What is the MBA Business Communication Waiver Exam like?](#)
- [How is the MBA Business Communication Waiver Exam evaluated?](#)
- [Who evaluates the MBA Business Communication Waiver Exam?](#)
- [How does the Ross MBA Business Communication Waiver Exam differ from the GMAT Analytical Writing Assessment?](#)
- [How often is the MBA Business Communication Waiver Exam offered, and may it be taken more than once?](#)

► What is the MBA Business Communication Waiver Exam like?

[Back to Top](#) ↑

The MBA Business Communication Waiver Exam tests managerial writing abilities. For a practice test, please go to <https://ctools.umich.edu/join/portal/site/c22cdf6-51c9-4305-ae33-048afda9ca3e>. The Exam presents MBA students with a communication case involving a critical management situation that requires a written response. The writing abilities required for management are different from those needed for academic, journalistic, or creative writing. Managers use writing to get work done. The Exam is designed to evaluate the overall effectiveness of the writing sample, not to focus on grammatical or syntactical errors. For example, students may be asked to provide arguments in favor of keeping a sales training program or to advocate for a change in policy at work.

► How is the MBA Business Communication Waiver Exam evaluated?

[Back to Top](#) ↑

Students' written responses to the MBA Business Communication Waiver Exam are evaluated for managerial writing ability. Each response is read with the following question in mind: To what extent does this student demonstrate competency in selecting, developing, and organizing content; employing language choices; and using persuasive appeals to achieve management goals? To address this question, evaluators use the four criteria areas shown in the chart below.

Audience Adaptation	Content Development
<ul style="list-style-type: none"> • Recognize and address reader concerns • Structure and develop arguments that lead to the desired response • Select personal references, nouns and verbs, modals, negative and positive words, to create a message suited to the reader and the situation 	<ul style="list-style-type: none"> • State claims (conclusions and recommendations) clearly and consistently • Develop sufficient arguments to support his/her claims • Employ data to support claims • Present content that is essential rather than trivial
Organizational Strategy	Language Control
<ul style="list-style-type: none"> • Develop the message from beginning to end with a clear sense of logic • Use paragraph-to-paragraph and sentence-to-sentence transitions so that the message is coherent • Position claims according to a deliberate communication strategy suited to the situation 	<ul style="list-style-type: none"> • Manage grammar, spelling, and mechanics so that they do not interfere with comprehension and so that management goals for the situation may be achieved • Use vocabulary suited to the situation • Demonstrate overall mastery of correct sentence structure

► **Who evaluates the MBA Business Communication Waiver Exam?**

[Back to Top](#) ↑

The MBA Business Communication Waiver Exam is evaluated by a team of trained assessors. All team members have advanced degrees in linguistics, communication, and/or composition, as well as professional writing and consulting experience. Most also have experience teaching at the university level.

► **How does the Michigan MBA Business Communication Waiver Exam differ from the GMAT Analytical Writing Assessment?**

[Back to Top](#) ↑

The MBA Business Communication Waiver Exam is a case-based test, which involves writing in response to a particular management situation or specific audience that reflects the kind of on-the-job writing that Ross MBAs will encounter in the workplace. The GMAT Analytical Writing Assessment is an essay writing test, which assesses academic writing competency.

► **How often is the MBA Business Communication Waiver Exam offered, and may it be taken more than once?**

[Back to Top](#) ↑

The Business Communication Waiver Exam is offered near the start of each Fall term (typically in July/August).

Full-Time, Evening, and Dual Degree MBA students can take the Business Communication Waiver Exam at any point that it is offered during their education in the MBA program. Students who have not successfully completed the assessment will need to fulfill the Business Communication requirement with course work.