



2023

Indiana University CAS Guide

(Online Application System)

<https://iugraduate2023.liaisoncas.com>

1. Please create your account at <https://iugraduate2023.liaisoncas.com>



Welcome to Indiana University Graduate CAS

[Click here](#) for COVID-19 updates and FAQs related to your application.

Thank you for your interest in graduate or professional studies at Indiana University, or affiliated Purdue University programs offered at IUPUI.

This portal is for applicants applying for Winter 2021, Spring 2022, Summer 2022, or Fall 2022. If you are applying for Winter 2020, Spring 2021, Summer 2021 or Fall 2021 [click here](#).

With these login credentials, you can apply to any graduate or

Sign in with your username and password below. First time here? Select Create an Account to get started.

[Forgot your username or password?](#)

[Reapplying to IU?](#)

INDIANA UNIVERSITY

Create an Account

The information below will be provided to the admissions offices at the programs to which you apply. Please provide complete and accurate information. Within the application, you will be able to specify additional addresses and alternate name details. * Indicates required field

Your Name

Title

* First or Given Name

Middle Name

* Last or Family Name

Suffix

Display Name

Contact Information

* Email Address Home

* Confirm Email Address

2. Main page

First, please click the 'Add Program' button.

INDIANA UNIVERSITY

My Application **Add Program** Submit Application

My Application

This dashboard is your application home providing access to each part of the application you need to complete and a high level overview of your progress.

Getting Started?
Speed up your application by entering your colleges attended first.

Latest Notifications

- Welcome Back to Indiana University Graduate CAS 4 days ago
- Your Indiana University Graduate CAS account has been locked - Action Required 4 days ago

[View My Notifications](#)

Personal Information
0/7 Sections Completed

Academic History
0/3 Sections Completed

Supporting Information
0/3 Sections Completed

Program Materials
You have not selected any programs to apply to. Add a program to start this section and complete your application.
[Add A Program](#)

3. Add Programs

Please search 'GSB' and choose the 'Kelley MBA/SKK GSB' in the list.

1. Search 'GSB' to find the program quickly.

2. Please click the '+' button.
You can click it from **October 5th, 2022**

← Back to Extended Profile

Add Programs

You must select at least one program to begin your application. You may add additional programs from the **Add Program** tab at any time before the program's submission deadline.

Use the search filters below to locate programs by Campus, Start Year, Delivery, School, Degree, Past / Future Programs, or Start Term. Please contact your program of interest for specific requirements, program dates, and deadlines. [Show Less](#)

Find Program | [View Selected Programs](#)

Showing results for: Available Programs

Enter Invitation Code

Add	Program Name	Degree	Start Term	Start Year	School	Delivery	Deadline Display [?]
IU BLOOMINGTON							
+	Kelley MBA/SKK GSB	Master's	Fall	2023	Kelley School of Business	Hybrid	07/01/2023

3. Add Programs

[← Add More Programs](#)

Review Your Program Selections

Below are the programs you have selected. If you are ready to start your application, click the Continue To My Application button below. Missing a Program? Click Add More Programs. You can add more programs at anytime.

No fee for EMBA program

APPLICATIONS READY FOR SUBMISSION

0

TOTAL FEE(S)

\$0.00

[Continue To My Application >](#)

Sort By

Deadline



IU Bloomington

Term: Fall



MBA-Kelley/SKK GSB

Deadline 07/01/2022



4. Main page

Please move to the 'My Application' menu. There are four sections you should complete.

INDIANA UNIVERSITY

[My Application](#) [Add Program](#) [Submit Application](#)

My Application

This dashboard is your application home providing access to each part of the application you need to complete and a high level overview of your progress.

Latest Notifications

- Welcome Back to Indiana University Graduate CAS 4 days ago
- Your Indiana University Graduate CAS account has been locked - Action Required 4 days ago

[View My Notifications](#)

Getting Started?
Speed up your application by entering your colleges attended first.

Section	Progress
Personal Information	0/7 Sections Completed
Academic History	0/3 Sections Completed
Supporting Information	0/3 Sections Completed
Program Materials	0/0 Sections Completed

[Add A Program](#)

5. 1st section – Personal Information

Please answer to all questions.
Then, you will find the
Save and Continue button below:

Release Statement

You must review and respond to the following release statements to submit your application. Once you submit your application, your responses cannot be edited. Review these instructions and the content of the statements carefully. It's your responsibility to read and understand these statements before responding to them. [Click here](#) for more information.

* Indicates required field

0/7
Sections Completed

- Release Statement
- Biographic Information
- Contact Information
- Citizenship & Residency Information
- Visa Information
- Race & Ethnicity
- Other Information

Release Statement

I certify that I am the applicant and that all statements on this application are correct and complete, including a list of all schools attended. I understand that withholding pertinent information requested on this application; giving false or incomplete information; and/or failing to disclose disciplinary action or criminal activity, as outlined in the "Behavior Disclosure" section of this application, constitutes grounds for immediate withdrawal of my application from further consideration and cancellation of my admission and/or registration. I understand that providing false information could also impact the classification of tuition residency status for fee-paying purposes and scholarship eligibility. I certify that once my electronic application is submitted I cannot make any edits to it.

* General Affirmation:

I affirm that I have read and understood the statement above.

Transcript Acknowledgement

IU will need official transcripts from all colleges and universities you have attended. Official transcripts should be sent to IU following the directions of the department/program to which you are applying. Please see the Program Materials section on the application for more details.

* Transcripts:

I affirm that I have read and understood the statement above.

Application Fees

Application fee payments are not refundable. By submitting this application, the applicant understands and agrees.

* Refund Policy:

I affirm that I have read and understood the statement above.

Save and Continue

6. 1st section – Personal Information

Please answer questions based on your situation.

Here are examples for the Residency Information.

Citizenship & Residency Information

Enter your citizenship information in this section. [Click here](#) for more information.

While this application uses pre-populated answer options that are maintained by the [International Organization for Standardization \(ISO\)](#) for various fields, such as country names, states, etc, Indiana University understands that some applicants may not identify with the available answer options.

Once you submit your application, you cannot edit this section.

* Indicates required field

2/7 Sections Completed

- Release Statement
- Biographic Information ✓
- Contact Information ✓
- Citizenship & Residency Information**
- Visa Information
- Race & Ethnicity
- Other Information

United States Citizenship Details

* U.S. Citizenship Status

* Country of Citizenship

* Do you have dual citizenship?

Yes No

Residency Information

* Legal State of Residence

* Legal County of Residence

Indiana Residency

* Do you expect to qualify for Indiana Residency for Tuition Purposes?

Yes, I expect to qualify for Indiana Residency for tuition purposes.

Yes, I am a resident of a reciprocal OH or KY county and applying to IU East or IU Southeast.

No, I do not qualify for Indiana residency for tuition purposes.

7. 1st section – Personal Information

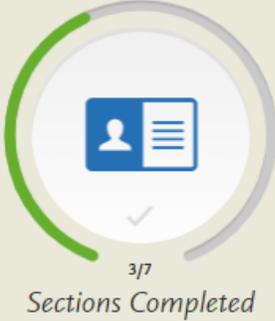
VISA

If you have U.S. VISA in the list, please select it.

If you don't have it, please choose the 'Other' in the answer list. EMBA students don't apply for the U.S. VISA for immersion programs.

**INDIANA UNIVERSITY**

[My Application](#) [Add Program](#)



3/7
Sections Completed

Visa Information

Enter your visa information in this section. [Click here](#) for more information.
Once you submit your application, you cannot edit this section.

Visa Information

* Are you currently living in the U.S.?

Yes No

* What is your intended visa type or immigration status for your studies at Indiana University?

Release Statement

Biographic Information

Contact Information

Citizenship & Residency Information

Visa Information

Race & Ethnicity

Other Information

8. 2nd section – Academic History

Upload academic transcripts

You need to upload your academic transcript to complete the 2nd section. Once you upload it, you can preview the file.

SKK GSB will send your original academic transcript to IU separately.

The screenshot shows the Indiana University application portal. At the top, the IU logo and name are displayed. Below the header, there are navigation tabs: "My Application", "Add Program", and "Submissions". The main content area is titled "Colleges Attended". On the left, a circular progress indicator shows a graduation cap icon and "1/3 Sections Completed". Below this, a sidebar lists "Colleges Attended" (with a green checkmark), "Standardized Tests", and "GPA Entries". The main content area features a large heading "OK, Let's Add Your Transcript!" with a close button (X) in the top right. Below the heading, there is a text block explaining accepted file formats (MSWord, JPEG, PNG, PDF) and a 15MB size limit. A note for Macintosh users is also present. An "IMPORTANT" note states that PDF files must conform to the Acrobat 5.0 (PDF 1.4) standard. At the bottom, there is a "Select the file to upload" section with a "Choose file" button (labeled "No file chosen") and a disabled "Upload This Transcript" button.

INDIANA UNIVERSITY

My Application Add Program Submissions

Colleges Attended

OK, Let's Add Your Transcript! ✕

The accepted file formats are MSWord (.doc, .docx), JPEG (.jpeg, .jpg), PNG (.png), and Portable Document Format (.pdf). Do not password protect your files. The size limit for the file upload is 15MB.

Macintosh Users: Please be sure that the appropriate extension (e.g., .doc, .docx, .pdf) is at the end of the file name you select.

IMPORTANT: Having problems uploading a PDF? With a wide variety of PDF creation software in use, it is possible that the PDF you are trying to upload is in a format that we cannot read. Upload works best with PDF files conforming to the 'Acrobat 5.0 (PDF 1.4)' standard

Select the file to upload

+ Choose file No file chosen

Upload This Transcript



- Colleges Attended ✓
- Standardized Tests ✓
- GPA Entries

Standardized Tests

You can self-report your standardized test scores or report tests you plan to take in this section or may not, require you to report certain test scores; be sure to check with your programs to requirements. [Click here](#) for more information.

Once you submit your application, you cannot edit previously entered tests. You can add new

I Am Not Adding Any Standardized Tests

GRE Subject

Add Test Score

IELTS

Add Test Score

MCAT

Add Test Score

TOEFL

Add Test Score

+ Add a Standardized Test

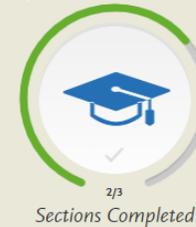
9. 2nd section – Academic History

Standardized Tests

If you already know your TOEFL or IELTS test scores, please input the details by clicking the test button.

If you will take the test, please input the test date in the system.

If you are exempted to submit the test, please choose the 'I am Not Adding Any Standardized Tests' button.



- Colleges Attended ✓
- Standardized Tests ✓
- GPA Entries

Standardized Tests

TOEFL

* Have you taken the test?

Yes No

* When do you plan to take this test?

01/23/2021 MM/DD/YYYY

Save and Add Another

Save This Test



2/3
Sections Completed

Standardized Tests

TOEFL

Colleges Attended

Standardized Tests

GPA Entries

* Have you taken the test?

Yes No

* When did you take this test?

02/29/2020 MM/DD/YYYY

* Did you take an Internet-based test (IBT), or a paper based test?

Internet-based

Test Registration ID

* Did you take the listening test?

Yes No

What did you score on this test?

Reading Score



2/3
Sections Completed

Standardized Tests

IELTS

Colleges Attended

Standardized Tests

GPA Entries

* Have you taken the test?

Yes No

* When did you take this test?

01/02/2021 MM/DD/YYYY

Candidate Number

Reading

Writing

Listening

Speaking Score

Overall Band Score

Save and Add Another

Save This Test

Behavior Disclosure



We are committed to maintaining a safe learning environment. As part of that commitment, we require you to disclose if they have:

- have been subject to formal disciplinary action (including for example, but not limited to, suspension or non-academic reasons at any post-secondary institution, college or university)
- have been charged with or convicted of a crime (or a foreign legal equivalent)
- and/or have engaged in behavior that caused injury to person(s) or personal property, or vandalism or behavior that led to a restraining order against you) which results in a conviction

A previous disciplinary action, charge, conviction, or conduct of the sort identified here does not constitute a requirement for admission to IU, but they do require review by the campus admissions committee. Further information provided will be conducted independently of the evaluation of your academic record by the admissions committee and/or with other officials at IU who have a need to know as part of the admissions process.

Please note: By submitting your application to Indiana University, you acknowledge and agree to inform the University of:

- any formal disciplinary action for academic or non-academic reasons at any post-secondary institution, college, or university
- any legal charges and/or convictions (or foreign legal equivalents) that have resulted in a conviction
- and/or any behavior that causes injury to person(s) or property which results in a conviction

You must provide updated information to the campus admissions committee prior to submission. The campus admissions committee will review the information provided and may consider whether to accept your application.

As part of your application, you must provide a statement regarding the conduct you have engaged in during your undergraduate CAS application. We ask that you upload this statement in the Supporting Information section. If you miss that step you can complete the prior conduct form found [here](#).

Behavior

★ Have you been subject to formal disciplinary action (including for example, but not limited to, suspension or non-academic reasons at any post-secondary institution, college, or university)?

Yes No

★ Have you ever been charged with or convicted of a crime (or a foreign legal equivalent) that results in a conviction?

Yes No

Save and Continue

10. 4th section – Supporting Information

Behavior Disclosure / Documents

If you have any records, please input it here. If you don't, please answer 'No' and click the 'I Am Not Adding Any Documents' button.



Documents

Provide supporting documentation for your application. You may update the information in this section at any time prior to submission. Once you have submitted, you will be able to add more documents if there are optional document uploads available to you, but you will not be able to replace existing document uploads with new versions or delete uploaded documents.

UPLOAD TIPS



Review Uploaded Documents

The uploading process may have altered your formatting. Please review before submitting.



Accepted File Types

.doc, .docx, .pdf, .rtf, .txt, .jpg, .jpeg, .png. The size limit for each file upload is 15MB.



Do Not Password Protect Your Documents

Protected documents will not be sent with your application.



Conceal Your Social Security Number (SSN)

Only use correction fluid or a redacting marker to conceal your SSN before uploading.

If you selected yes to any of the questions on the Behavior Disclosure tile you must upload the required document below. [Click here](#) for more information on how to upload a document.

Include these items in your written statement:

- **Details of incident:** provide details, including a complete description of the facts and circumstances that led to the charges. Include:
 1. Who participated.
 2. Who the victim was.
 3. What losses were suffered.
 4. When, where and how the event(s) occurred.
- **Explanation of criminal/disciplinary history:** explain the reason(s) for your behavior.
- **What positive changes have you made in your life since the event(s)?**

This statement must also include a grant of permission to IUPUI for complete access to disciplinary records, if any, at your previous postsecondary institution.

Behavior Disclosure



Documents



You opted not to add any documents.

You may update the information in this section at any time prior to submission. Once you have submitted, you will be able to add more documents, but you will not be able to update or delete.

11. 4th section – Program Materials

Please go back to the Program Materials section.

The screenshot shows the 'My Application' dashboard. It features a grid of six sections: Personal Information, Academic History, Supporting Information, and Program Materials. Each section has a circular progress indicator. A blue callout bubble points to the 'Program Materials' section with the text 'Click the 'Program Materials''. Another blue callout bubble points to a 'Program Materials' button at the bottom of the dashboard with the text 'Click the program button.' The dashboard also includes a 'My Application' header, a 'Submit Application' button, and a 'Latest Notifications' section.

Required documents

- **Resume/CV**
- **Personal Statement**
- **Recommendations**
(recommender's contact information)

The screenshot shows the 'My Application' dashboard for the 'MBA-Kelley/SKK GSB' program at Indiana University. The dashboard includes a navigation bar with 'My Application', 'Add Program', and 'Submit Application' buttons. A large banner for the 'KELLEY SCHOOL OF BUSINESS Executive Degree Programs' is displayed, featuring a building image and the text 'MBA-Kelley/SKK GSB' and 'Deadline: 07/01/2021'. Below the banner, there are three buttons: 'Home', 'Documents', and 'Recommendations'. The 'Documents' button is highlighted with a red dashed circle and has a green checkmark icon next to it. The 'Recommendations' button is also highlighted with a red dashed circle. The 'Program Materials' section is visible on the left side of the dashboard, showing a progress indicator of 0/1 sections completed.

Earn a dual MBA degree from the Kelley School of Business and the SKK Graduate School of Business. This innovative partnership between the Kelley School and Sungkyunkwan University in Korea is designed for "true executives" by focusing on integrated business

Professional Recommendation Recommendation Request!



Once you have saved the recommendation request, an email request will be sent to the recommender on your behalf. Please advise your recommender to look for this email in their inbox, as well as their spam or junk-mail folder, as emails do occasionally get filtered out. Please note: All references submitted within this section of your application are program specific. If you choose to remove this program from your application, please understand your letters will be deleted along with the program.

Recommender's Information

* First Name	<input type="text" value="Hwa Yeon"/>
* Last Name	<input type="text" value="Cho"/>
* Email Address	<input type="text" value="skkgsb@skku.edu"/>
* Due Date	<input type="text" value="01/22/2021"/>  MM/DD/YYYY
* Personal Message/Notes	<input type="text" value="Thank you for your kind support."/>

12. 4th section – Program Materials

Recommendations

Please inform the recommender that the IU system will email him or her soon. Many recommenders forget to submit the letter. Please set the due date and inform the date to your recommender.

Waiver of Recommendation

* I waive my right of access to this Recommendation. Yes No

* Permission to Contact Recommender

I hereby give permission to contact this recommender via email to request the completion of the recommendation form and letter of recommendation. If my recommender does not submit an online recommendation form in response to the email request, it is my sole responsibility to contact the recommender directly to ensure all recommendations required by my designated schools are received by the deadline.

* Permission for Schools to Contact Recommender

I understand that the schools to which I am applying may contact the recommender either to verify the information provided and/or for further clarification of the information provided, and I hereby give permission for the schools to do so.



Save This Recommendation Request

13. 4th section – Program Materials

Recommendations

You can find the recommendation(s) submission status here. Please check it before the deadline.



MBA-Kelley/SKK GSB Deadline: 07/01/

[Home](#) [Documents](#)  [Recommendations](#) 

Recommendations

One letter of recommendation is required.

Once you have saved an electronic recommendation, an email request will automatically be sent to the recommender on your behalf. Please advise your recommender to look for this email in their inbox, as well as their spam or junk-mail folder, as emails do occasionally get filtered out.

Professional Recommendation			1 required - 1 total allowed
Hwa Yeon Cho	Requested: Jan, 12 2021	Status: Requested	Edit Delete

14. Submit Application

Once you complete the four sections of 'My Application', you will find the number '1' in the 'Submit Application' menu.

You need to click the 'Submit' button before the recommendation letter is submitted. *(Important)* Every year, some applicants have forgotten to click it and their IU admission process has been delayed.

The image shows a sequence of three screenshots from the IU application portal. The first screenshot shows the 'Submit Application' menu with a red dashed circle around the '1' next to the text. The second screenshot shows the 'My Application' page with a red dashed circle around the 'Submit' button. The third screenshot shows the 'Your Selected Program' table and the 'Continue' button.

My Application

Review your application sections and prepare to e-submit for payment processing or see fee waiver options available from the applicant dropdown menu at the top of the page by clicking the arrow next to your name.

Once your application is submitted, no changes or refunds can be made

Sort By: Deadline

PROGRAM NAME	DEADLINE
IU Bloomington MBA-Kelley/SKK GSB	Term: Fall Deadline 07/01/2021

Submit

Your Selected Program

PROGRAM NAME	DEADLINE
IU Bloomington	
✓ MBA-Kelley/SKK GSB	07/01/2021

Selected Programs (1)

Fee Total \$0.00

Continue

※ Please don't forget to click 'Submit'.

Contact Information

[Indiana University Graduate CAS Quick Start Guide and FAQ](#)

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