



Sample Outline: Request for OneMBA Corporate Support

Use this sample outline as a guide when you write your request for company support.

Executive Summary

- **Current company environment:** Challenges and opportunities that your company faces
- **Proposal for adding value:** How OneMBA will prepare you to meet these challenges
- **Summary of request:** Time to attend classes and residencies, as well as financial support (if appropriate)

Commitment and Contributions

- **Contributions:** List examples, for example, “Managed product redesign that resulted in 50% sales increase.”
- **Professional recognition and outstanding performance reviews:** Mention personal accomplishments.
- **Skills and knowledge:** Identify specific skills, knowledge, and contacts you will gain from OneMBA.

Key Benefits of OneMBA to Your Company

Immediate application:

- Relevant, challenging and actionable curriculum
- Rigorous demands enhance time management skills
- Immediate application of learning from the program to the workplace

Powerful international network:

- Expands network in your industry and across functions
- Provides valuable resources for solving current business challenges

Globally relevant curriculum:

- Integrates perspectives and best practices from each world region
- Global residencies, hosted by partner schools, provide insider’s view of the business environment

Global teams mirror real-world business:

- Deepens skills through work on global project teams with managers on four continents
- Develops leadership ability while managing cultural differences and working across time zones

Solutions for Potential Obstacles

Possible work concerns:

- Describe how you will adjust your work methods to continue to excel at work while attending school
- Describe support you will need while you are in school and how you will gain that support
- Gain commitment to attend classes plus 7-8 day residencies in Asia, Europe, North America and South America

Possible sponsorship concerns:

- Specific concessions you could make in exchange for an exception to your company’s normal policy, if needed
- Consider concessions that have been made by other managers seeking sponsorship, i.e. commit to remain with the company for a specific number of years (usually 2) in exchange for financial support, and/or use vacation days to attend classes and residencies

Request for Support

Investment:

- Cost of the OneMBA Program, which includes tuition, books and materials, overnight accommodations, and most meals for the entire 21-month program
- Cost does not include cost of transportation to and from global residency sites.

ROI:

- Skills and knowledge you expect to gain from the Program that you will immediately apply on the job
- Specific examples of increased contribution you expect to make to your company