



## HOW TO PREPARE FOR MY GMAT/GRE?

*The present document has been prepared by QTEM as an introduction to the GMAT and GRE tests.  
The content below is given for information only and does not replace the official information sources.*

### 1. Schedule a **GMAT/GRE** appointment

- Appointment through the website ([www.mba.com](http://www.mba.com) / [www.ets.org/gre](http://www.ets.org/gre))
- Price: **250 USD + local taxes** / **205 USD + local taxes**
- Appointment rescheduling is possible if requested at least seven days before the appointment and costs **50 USD + local taxes** / **50 USD + local taxes**
- **Make your appointment as early as possible** in order to meet your deadlines (not all dates are available for tests!)
- Assessment centers: see appendix.

### 2. Train yourself

- Do not go blind to the test, **prepare for the test and train yourself early enough!**
- Preparation materials are available, check:
  - ✓ the official **GMAT/GRE** websites (free material available)
  - ✓ dedicated training books, websites, ...

### 3. Take the **GMAT/GRE** test

- Test structure: see appendix.
- Upon completion of the test, select your school code (your official results will automatically be sent to your school)

### 4. Improve your score if you want

- You have the possibility to take the **GMAT/GRE** test once every 31 calendar days and no more than five times in a 12-month period

## Appendix 1: test structure

### GMAT

	Quantitative	Verbal	Analytical Writing Assessment (AWA)	Integrated Reasoning (IR)
<b>What is in it?</b>	Two types of multiple choice questions: <ul style="list-style-type: none"> <li>• Problem Solving</li> <li>• Data Sufficiency</li> </ul>	Three types of multiple-choice questions: <ul style="list-style-type: none"> <li>• Reading Comprehension</li> <li>• Critical Reasoning</li> <li>• Sentence Correction</li> </ul>	One 30-minute essay: analyze the reasoning behind a given argument and write a critique of that argument	Four question types, which require you to analyze and synthesize data in different formats and from multiple sources: <ul style="list-style-type: none"> <li>• Graphics Interpretation</li> <li>• Two-Part Analysis</li> <li>• Table Analysis</li> <li>• Multi-Source Reasoning</li> </ul>
<b>What does it assess?</b>	Ability to reason quantitatively, solve quantitative problems, and interpret graphic data	Ability to read and comprehend written material, reason and evaluate arguments, and correct written material to conform to standard written English	Ability to think critically and to communicate your ideas	Ability to analyze information from a variety of sources, and develop strategies and make decisions based on that information
<b>Impact on total GMAT score</b>	<b><u>YES</u></b>	<b><u>YES</u></b>	NO	NO
<b>Timing</b>	75 minutes	75 minutes	30 minutes	30 minutes
<b>Availability of the score</b>	<b><u>Unofficial scores available immediately</u></b> (along with the total GMAT score)	<b><u>Unofficial scores available immediately</u></b> (along with the total GMAT score)	Score available within 20 calendar days with the official GMAT score report	Score available within 20 calendar days with the official GMAT score report

## GRE

	Quantitative Reasoning	Verbal Reasoning	Analytical Writing
<b>What is in it?</b>	The skills, concepts and abilities are tested in the four content areas below: <ul style="list-style-type: none"> <li>• Arithmetic</li> <li>• Algebra</li> <li>• Geometry</li> <li>• Data analysis</li> </ul>	The Verbal Reasoning measure contains three type of questions: <ul style="list-style-type: none"> <li>• Reading Comprehension</li> <li>• Text Completion</li> <li>• Sentence Equivalence</li> </ul>	The Analytical Writing measure consists of two separately timed analytical writing tasks: <ul style="list-style-type: none"> <li>• a 30-minute "Analyze an Issue" task</li> <li>• a 30-minute "Analyze an Argument" task</li> </ul>
<b>What does it assess?</b>	The Quantitative Reasoning section includes an on-screen calculator. If you are taking the paper-based test, a calculator will be provided at the test center	The Verbal Reasoning section measures your ability to understand what you read and how you apply your reasoning skills	The Analytical Writing section requires you to provide focused responses based on the tasks presented, so you can accurately demonstrate your skill in directly responding to a task
<b>Impact on total GMAT score</b>	<b>YES</b>	<b>YES</b>	NO
<b>Timing</b>	70 minutes	60 minutes	60 minutes
<b>Availability of the score</b>	<b>Unofficial scores available immediately</b> (along with the total GRE score)	<b>Unofficial scores available immediately</b> (along with the total GRE score)	Score available within 10-15 calendar days with the official GMAT score report