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Application for Admission



MSc – Accredited by the “Conférence des Grandes Ecoles”

INTERNATIONAL **B**USINESS **D**EVELOPMENT (IBD)

“Export Manager” Title recognized by the french Government

INTERNATIONAL **P**ROJECT **M**ANAGEMENT (IPM)

“Export Manager” Title recognized by the french Government

FINANCE **A**UDITING (FA)

Surname _____

Maiden name for women

First name _____

① - Personal data

Surname _____

Maiden name for women _____

First name _____

Date of birth _____ Gender Male Female
day/month/year

City of birth _____ Country _____

Nationality _____

INE Number (if you already studied in France, you should find it on your student card) _____

Permanent Address

Address _____

Postcode _____ City _____

Country _____ Telephone _____

Cell phone _____ e-mail _____

Current mailing address

If different from permanent

Valid until// (day/month/year)

Address _____

Postcode _____ City _____

Country _____ Telephone _____

Cell phone _____ e-mail _____

② - Higher Education

List each institution attended after secondary education in reverse chronological order. List all post-secondary degrees that have been or will be earned. Continue on separate sheet if necessary. Official transcripts are required from each institution. Failure to comply can disqualify your application.

Degree (*) (even BAC for French students)	Institution	Years of study		Certified diploma / Degree attached
		from	to	

(*) Degree : mention the name of the degree in its original language and translate into English - Also Indicate any expected degrees and the date you should get them.

③ - International experience

Country	Date		Job / Activity / Study
	from	to	

④ - Languages

Native language : _____

Indicate your proficiency :

④=fluent

③=good working knowledge

②=simple ability

①=some understanding

Language	Reading	Writing	Speaking
English			
French			
Other _____			

Did you take any English language test?

No, but I intend to take the _____ test on _____
We remind you that this is a requirement to apply.

Yes (*proof to be attached*)

Which one : _____ score _____

⑤ - Professional Experience

	Company / Location	Date		Job description
		from	to	
Regular Jobs				
Student Jobs				
Traineeships / Internships				

⑥ - Activities, awards and recognitions

List in decreasing order of importance, your extracurricular, community, and professional activities :

⑦ - Personal and professional objectives

Please indicate the reasons and motivations for applying for this MSc program :

⑧ - Internship

As part of your program you will complete an internship in a company. Have you already decided on a specific project? If yes, please describe it. If not, in which areas / sectors, would you like to direct your career?

⑨- Additional Information

Please add any information you consider to be useful to the admission committee :

Letters of Recommendation

Please send 2 letters with your application. Letters from professors and from employers are best.

How did you learn about this program?

Check all that apply:

- Groupe ESC Clermont Website
- Educational Websites specialized in counseling students
- Facebook Groupe ESC Clermont MS MSc Page
- Search engines (Google, Yahoo...)
- The Press
- Administrative departments (universities, management schools)
- Professors
- Friends
- Organisations or professional associations
- Companies
- Other (specify) _____

I certify that the information provided in this application is true and complete. I understand that omission or misrepresentation of information may result in rejection of my application to ESC Clermont.

I agree to abide by rules and regulations of Groupe ESC Clermont.

Place _____ Date _____

Signature _____

Admission requirements :

All applicants for the MSc International Business Development, International Project Management and Finance and Auditing have to go through an admission procedure.

The minimal requirements to qualify for admission are :

■ For MSc :

A degree of higher education equivalent to 4 years of higher education - or 3 years on condition that you have at least 3 years of working experience with responsibilities. Students who expect to graduate soon but have not done so when applying, can be admitted as well. Their admission will then be subject to their graduation.

■ Advanced level of English

- ◇ The following test scores will be sufficient to accept the applicant : TOEFL 550, TOEIC 750, IELTS 6.0.
- ◇ Native English speakers.
- ◇ People holder of a degree, fully taught in English are exempted from this requirement

Admission procedures :

- A first selection is made through application forms
- A final selection for candidates who passed the first step, with:
 - ◇ An interview through video conference system

Financial information :

- Fees are 11,000 euros for the entire program.
- Several payment plans are available.
- Limited number of scholarships available for the 2012-2013 school year. Please apply early if you wish to request a scholarship.

The application file should contain :

- Completed and signed application form
- Certified copy of diploma(s)
- Certified copy of transcript or academic records (mentioning courses, credits, marks)
- Proof of professional experience (if relevant)
- Letter of motivation
- Proof of language test (if relevant)
- 2 reference letters (from professors and/or professionals)
- Copy of passport or ID card
- 1 passport-sized photographs

If the documents provided are neither in English or French, it should be supplemented with a certification translation.

The application file should be sent back to:

Groupe ESC Clermont
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