

Family Business Global Executive MBA – Application Form

If you need to contact the EDHEC Family Business Global Executive MBA Admissions Office about this form or if you have any other questions, please contact us by e-mail at this address:

gemba@edhec.edu

Personal Information

FAMILY NAME:

DATE OF BIRTH: DD MM YYYY

NATIONALITY 1:

FIRST NAME:

PLACE OF BIRTH:

NATIONALITY 2:

☐ FEMALE

☐ MALE

☐ SINGLE

☐ MARRIED

☐ CHILDREN: __

Please attach
photo here

YOUR CURRENT ADDRESS

STREET

POSTAL CODE

COUNTRY

PHONE + ()

E-MAIL

TOWN

MOBILE PHONE + ()

YOUR CURRENT COMPANY

Starting date: DD MM YYYY

NAME

ADDRESS

TOWN

COUNTRY

TELEPHONE

E-MAIL

SECTOR OF ACTIVITY

POSTAL CODE

MOBILE PHONE + ()

NUMBER OF EMPLOYEES IN YOUR LOCATION

Since: DD MM YYYY

CURRENT JOB TITLE

DEPARTMENT

CONFIDENTIALITY

EDHEC Business School certifies that all information in this application will be held strictly confidential.

The information contained in the application will be made available only to the members of the jury and the Admissions Office for the purposes of selection of candidates. It will not be communicated to any other organization without the applicant's consent. The application as well as all the materials attached becomes the property of EDHEC and will not be returned to the applicant.

Your current employer will be contacted only if you agreed to this in the application.

Education, Training and Language Skills

LIST ALL COLLEGES, UNIVERSITIES, TRAINING PROGRAMMES YOU ATTENDED

DATES (From – To)	DEGREE	MAJOR FIELD	LEVEL	INSTITUTION	COUNTRY

Please join a detailed resume in a separate document.

Professional and International Background

PROFESSIONAL EXPERIENCE

Number of years (only full-time positions): **XX** years

Please list all full-time positions held beginning with the most recent (**join a CV**)

DATES FROM - TO	JOB TITLE	COMPANY		
		COMPANY FULL NAME	SECTOR OF ACTIVITY	COUNTRY

On a separate sheet of paper, please give a detailed statement of your current job (nature of work, responsibilities, teamwork, budget, results (answer not to exceed 20 lines).

On another separate sheet of paper, please describe how you see your career evolving (answer not to exceed 20 lines).

Essays

Use a separate sheet of paper for each essay and type your name on the bottom of each essay sheet. Your answers should be typed. Remember that these essays are a very important part of your application and will help the Admissions Committee understand your personality, motivation and potential for management as well as the contributions you may make as a member of the EDHEC Family Business Global Executive MBA.

1. Please give three reasons why you feel you should be admitted to the EDHEC Family Business Global Executive MBA.
2. What do you feel about your qualities as a leader? What situations have made you think about them?

Other Information

HOW AND WHEN DID YOU FIRST HEAR ABOUT THE EDHEC FAMILY BUSINESS GLOBAL EXECUTIVE MBA?

CIRCUMSTANCES	CHECK	PLEASE SPECIFY
At an educational forum or conference		
Through an alumnus of the school		
Through a newspaper or newsletter		
Advertisement		
On EDHEC Website		
On Social Networks		
Word of mouth		
Other		

FINANCING YOUR MBA

Individual tuition fee is currently €60 000 and includes all academic material, access to the school libraries, EDHEC Alumni Membership, all computing charges, lunches, graduation ceremonies and selected dinners. The tuition fee DOES NOT include transport, accommodation and dinners.

WHO WILL PAY YOUR TUITION FEES FOR THE EDHEC Family Business Global Executive MBA?

	Please Detail (name)	YES	NO	POSSIBLY	Date of the answer
Your company					
Another organisation					

STATEMENT OF INTEGRITY

I certify that all information is true and I understand that all omission of facts in this form could cause my application to be canceled.
I authorize the EDHEC EMBA Admissions Office to verify this information.

DATE

SIGNATURE

ENDORSEMENT FROM THE COMPANY

Name of your sponsor:

Position:

Phone number:

Email address:

DATE

SIGNATURE

✓ CHECK LIST

THE EDHEC FAMILY BUSINESS GLOBAL EXECUTIVE MBA ADMISSIONS OFFICE WILL ONLY CONSIDER COMPLETED APPLICATIONS.

Please use the following checklist to make sure you have completed all application requirements before sending in your application file.

EDHEC Business School will email you an acknowledgement upon receipt of your application file. Please make sure to fill out correctly your email address to ensure correct delivery.

- Application form completed in English
- 2 letters of reference
- Your 2 essays typed on separate sheets
- Your CV
- 1 recent identity photograph attached to the application form in the space provided
- 1 copy of your passport
- Your company endorsement

Application fee of € 200 made by either:

- Personal check made out to EDHEC
- Bank transfer, stating your name, made to account number FR76 / 1627 / 5006 / 0008 / 0003 / 4003 / 163 - Banque Caisse d'Epargne Nord France Europe – Bank Identification Code: CEPARPP627 (proof of payment in the case of bank transfer will be needed to ensure identification of the transfer) Please label it 'NAME/FBGEMBA2017/APPLICATION FEE'

PLEASE NOTE THAT YOUR APPLICATION WILL NOT BE CONSIDERED UNTIL THE CORRECT FEE IS RECEIVED.

Application form must be sent to:

EDHEC Business School

Family Business Centre

Attn: Romuald Gallet

16-18, rue du 4 Septembre

75002 Paris - FRANCE

EDHEC Family Business GEMBA Admissions Philosophy

Although academic ability is an important factor for success in the highly intensive EDHEC EMBA curriculum, EDHEC does not use academic aptitude testing scores as part of its selection process. It is felt that such scores do not accurately reflect the skills needed for successful participation in the program or the potential for management the EDHEC EMBA Program strives to develop. The EDHEC EMBA requires, above all, participants who can fully contribute to and benefit from the international team-building and project leadership approaches which are part of the specificity of the EDHEC EMBA. The program calls for participants with strong teamwork-oriented skills, an ability to interrelate well with others in problem-solving situations, and a certain natural leadership ability.

As an applicant, we remind you that the Admissions Committee relies heavily on the Profile Sheets, essays and recommendation letters that are part of each candidate's application file. Please fill out each profile sheet carefully and devote the time needed to write essays that provide a faithful picture of your personality and motivation. This is essential to permit the Admissions Committee to make a fair assessment of your candidacy for the EDHEC EMBA Program. Please note that the application file should be completed in ENGLISH. However, referees may complete the Recommendation Letter forms either in ENGLISH or FRENCH, whichever language is the most suitable for them.

Family Business Global Executive MBA

Recommendation Letter

TO THE APPLICANT

Please write your name and date of birth. Ask your referee to return the form to you in an envelope, sealed and signed on the back flap. Place the envelope unopened with all other application materials and send it to EDHEC Family Business Global MBA Admissions Office. The recommendation letter envelope must remain sealed to ensure confidentiality.

CANDIDATE FAMILY NAME:

FIRST NAME:

DATE OF BIRTH:

TO THE REFEREE

EDHEC Business School wishes to thank you for the time you are taking to write on behalf of this candidate who is applying to the EDHEC Family Business Global MBA programme. Your direct contact with the candidate allows you to provide a candid and informed opinion of his or her qualities and potential for management. Your assessment is invaluable in assisting us selecting from a large body of well-qualified applicants those candidates who can best benefit from and contribute to the EDHEC Family Business Global MBA Programme. Your recommendation is for use only in the admission process and will be held in the strictest confidentiality.

Please answer the questions listed on this form and return it to the candidate in a sealed envelope with your signature across the seal. The candidate will submit the sealed, signed envelope to EDHEC Business School as part of the complete application.

If you prefer, you may submit your recommendation directly to:

EDHEC Business School
Family Business Centre
Attn: Romuald Gallet
16-18, rue du 4 Septembre
75002 Paris – FRANCE
romuald.gallet@edhec.edu

FAMILY NAME..... FIRST NAME
ORGANIZATION..... TITLE.....
STREET.....
TOWN..... POSTAL CODE..... COUNTRY.....
TELEPHONE..... E-MAIL.....@.....

RELATIONSHIP TO CANDIDATE (*mark with X*)

.....PROFESSIONAL

..... EDUCATIONAL

.....OTHER

How long have you known the candidate for and in what context?

.....
.....
.....

SIGNATURE

DATE

OFFICIAL STAMP

Basing your description on their intellectual curiosity, oral and written communication, motivation, creativity and innovation, enterprising spirit, teamwork ability, maturity, autonomy and leadership:

- How would you describe the candidate's major strengths?
- What do you consider the candidate's major weaknesses?
- How would you evaluate the candidate's motivation, initiative and determination?
- How do you see the candidate's career evolving over the next five years?
- Are there other issues you think the admissions office should consider in assessing this candidate's suitability for the GEMBA?

NB: Referees may continue their answers on separate sheets of paper if needed.