

# UNDERGRADUATE PROGRAM : BBA APPLICATION FORM 2012-2013

Photo

Paris School of Business est un établissement de l'ESGCI (Enseignement Supérieur Technique Privé Reconnu par l'État)

## To be completed and sent to:

Admissions Office Paris School of Business: 35 Avenue Philippe Auguste - 75011 Paris (France)  
Tel.: +33 (0)1 55 25 69 48 • E-Mail: admissions@psbedu.com

## UNDERGRADUATE PROGRAM: BACHELOR OF BUSINESS ADMINISTRATION

SESSION

Fall

Spring

ADMISSION  
STATUS

First Year Student

Transfer Student

(final decision made by the Dean)

## PERSONAL INFORMATION

Last Name (Family Name): .....

First Name: ..... Gender:  Female  Male

Date of Birth: ..... Place of Birth: .....

Country of Citizenship: .....

Address: .....

City: ..... Country: ..... State: .....

Zip Code: ..... E-Mail: .....

Phone Number: ..... Fax (include Country and Area Codes): .....

Cellular Phone Number: .....

Parents' Professional Background: .....

Father: .....

Mother: .....

## ACADEMIC INFORMATION

### HIGH SCHOOL

Name of School: ..... Graduation Date: .....

Address of School: .....

For French Educational System Only:  Baccalauréat: ..... Série: ..... Date: .....

### TEST SCORES

If you have taken or plan to take any of the tests below, please enter the month, the year and the score:

Official records of all tests scores must be provided. ETS code is: 7989

TOEFL (Test Of English as a Foreign Language): .....  TOEIC (Test of English in International Communication): .....

IELTS (International English Language Test): .....

### COLLEGE/UNIVERSITY RECORDS

• List in chronological order every college and university that you have attended or are attending. Include all schools even if you did not complete the program. Please attach a separate piece of paper if necessary.

• An official transcript from each school that you attended must be provided.

Name of School / University	Address	Dates Attended	Degree and Date (Earned / Expected)
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....

### CURRENT ENROLLMENT

If you are currently enrolled in a High School, College or University, list all High School and/or College level courses that you are now taking and expect to complete before entering Paris School of Business. Use a separate piece of paper if necessary.

Name of School	Courses / Program in which you are currently enrolled
.....	.....
.....	.....
.....	.....
.....	.....

## WORK EXPERIENCE (if applicable)

Please attach a current resume/CV or fill out the section below, listing all full-time positions you have held, starting with your most recent position. You can include summer jobs if you deem them relevant to your background.

Current employer: .....

Address: .....

Job Title: .....

Date: From ..... to .....

Other employers

Name: .....

Address: .....

Job Title: .....

Date: From ..... to .....

## REFERENCES

Please list below the names and addresses of the persons who you believe will be able to advise us on your intellectual and/or managerial abilities through their contacts with you. Please avoid sending references from persons who only know you from personal experience outside an academic or professional environment (i.e. family, friends...).

Name	Position and Organization	Address	Length and nature of Association

## ESSAY

Your responses to the following questions play a very important role in the admission process. Before you begin preparing your essay, please conduct a thorough self-assessment. The essay is meant to present a unique picture of yourself. The Admissions Committee is interested in learning about you, your values, and the distinctive qualities that make you an interesting applicant for our programs.

Use a separate sheet of paper for your essay and please, respond fully but concisely to each question. Essays usually vary from between 1 500 to 2 000 words in length.

- > What are your career objectives? In what specific ways would studying at our Institution help you to fulfil these objectives?  
Explain how your study plans fit in with your previous training and career objectives.
- > Please give an account of your personality (your strengths and the traits that you would like to improve).
- > Discuss your interests outside your job and/or your extra-curricular interests/activities.
- > Describe a situation where your objectives were not met and what you learnt from it.
- > Please feel free to supply any additional information that you believe would be helpful to the Admissions Committee in making the final decision on your application.

## SOURCE OF INFORMATION

### How did you learn about the Paris School of Business?

- |   |  |
|---|--|
| <input type="checkbox"/> An Advertisement | <input type="checkbox"/> An Alumnus/Student's Recommendation |
| <input type="checkbox"/> E-mail or Post   | <input type="checkbox"/> Open House Event                    |
| <input type="checkbox"/> Internet         | <input type="checkbox"/> An Educational Fair/Exhibition      |

Other Sources (Please Specify) .....

.....

## ITEMS TO BE ATTACHED TO THIS APPLICATION FORM

### For a First-Year student :

- A completed, signed, and dated application form
- A 70 € application fee
- An official transcript from all secondary institutions attended, including official proof of graduation
- For non-native speakers of English: The official score of a standardized exam of English (TOEFL, IELTS, TOEIC accepted). The Institutional TOEFL Exam can be taken at the Pôle ESG Language Center
- A completed essay or personal statement explaining your reasons for applying to the Paris School of Business BBA Program
- One letter of recommendation from a teacher or student counselor
- 3 passport size ID photos
- Identity card (passport, carte de séjour/carte d'identité)
- CV/Resume

### For a Transfer student, please submit:

- A completed, signed, and dated application form
- A 70 € application fee
- Proof of secondary school graduation
- An official transcript from all POST-secondary institutions attended (colleges and universities)
- For non-native speakers of English: The official score of a standardized exam of English (TOEFL, IELTS, TOEIC accepted). The Institutional TOEFL Exam can be taken at the Pôle ESG Language Center.
- A completed essay or personal statement explaining your reasons for applying to the Paris School of Business BBA Program
- One letter of recommendation from a professor or employer
- 3 passport size ID photos
- Identity card (passport, carte de séjour/carte d'identité)
- CV/Resume

## FEES AND FUNDING

### TUITION FEES FOR THE ACADEMIC YEAR 2012-2013\*

A down payment when you register followed by one or two installments.

BBA Program	1 <sup>st</sup> Payment Option (payment in full before classes start)	2 <sup>nd</sup> Payment Option (Balance payment to be made according to payment schedule as follows)			
		Down Payment : before classes start	1 <sup>st</sup> Installment by 15/12/2012 <sup>(1)</sup> or 15/02/2013 <sup>(2)</sup>	2 <sup>nd</sup> Installment by 15/02/2013 <sup>(1)</sup> or 15/04/2013 <sup>(2)</sup>	Total
Two semesters: one academic year	7 500 €	3 000 €	2 450 €	2 450 €	7 900 €
One semester	4 000 €	not possible			

(1) Fall session - (2) Spring session

\* Please make your payment to «COSEMO» for BBA Program. Tuition includes Association Fees. Tuition fees do not include Student Social Security, the cost of books, codes for access to courses using e-learning, and other incidental fees and costs related to the program.

### MERIT SCHOLARSHIPS

Paris School of Business awards scholarship for those candidates, who have shown academic excellence. The Scholarship Committee takes into account the candidate's academic record, TOEFL score and other relevant criteria. Scholarships can run up to: 1 000 € per year

Are you applying for the Merit Scholarship ?  YES  NO

### FINANCING YOUR STUDIES

How do you expect to finance your education?

Bank Loan  My Own Savings  Sponsorship from my Employer

Scholarship from (which Organization) .....

Work  Family  Other .....

## APPLICANT AGREEMENT

I certify the information given is complete and accurate to the best of my knowledge. I realize that all the materials submitted in support of my application for admission is the property of Pôle ESG. The Admissions Committee has the right to verify any and all parts of my application materials. I am aware that any misrepresentation of facts in my application will justify the denial of admission, the cancellation of admission or expulsion.

Date and place : ..... Applicant's signature: