



Madrid  
Business  
School

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photograph  
here.

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## APPLICATION FORM

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Please fill out this form in CAPITAL LETTERS.

### PERSONAL INFORMATION

First name(s) \_\_\_\_\_

Last name(s) \_\_\_\_\_

Gender female / male

Date of birth \_\_\_\_\_ (yyyy / mm / dd)

Place of birth \_\_\_\_\_ (city)  
\_\_\_\_\_ (country)

Nationality \_\_\_\_\_

Passport number \_\_\_\_\_

Marital status \_\_\_\_\_

Phone number \_\_\_\_\_

Fax number \_\_\_\_\_

Mobile phone number \_\_\_\_\_

E-mail address \_\_\_\_\_

Home address \_\_\_\_\_ (street, number)  
\_\_\_\_\_ (postal code, city)  
\_\_\_\_\_ (province, country)

Address in Madrid \_\_\_\_\_ (if already available)  
\_\_\_\_\_  
\_\_\_\_\_

Please indicate where or how you first heard about us:

\_\_\_\_\_  
\_\_\_\_\_

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# APPLICATION FORM

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## International Undergraduate Degree Programs (IUGDP)

- Diploma in Business Studies (45 credits)
- Associate in Business Studies (90 credits)
- Bachelor in Business Studies (180 credits)

### Format

- Full-time American study track (15 credits per quarter)
- Full-time European study track (20 credits per quarter)
- Part-time (on-campus only)
- Part-time (on-campus and e-Learning)

## International Graduate Degree Programs (IGDP)

- Master in Business Studies
- Master of Business Administration
- Master of Arts in Human Resource Management
- Master of Arts in Marketing Management
- Master of Science in Financial Management
- Master of Science in Operations Management

### Format

- Full-time
- Part-time (on-campus only)
- Part-time (on-campus and e-Learning)

### Options

- Dual Master program  
(mark any second Master program)
- European program
- Spanish program

## International Business Certificates (IBC)

- Graduate Certificate in Business Studies
- Graduate Certificate in Financial Management
- Graduate Certificate in Human Resource Management
- Graduate Certificate in Marketing Management
- Graduate Certificate in Operations Management

## Non-Degree Programs

- Customized Program
- Exchange Program (in cooperation with one of our academic partners)

## Starting Date (\* graduate programs only; all other starting dates both undergraduate and graduate programs)

- October     \*November     January     \*February    Year: \_\_\_\_\_
- April     \*May     July     August

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## APPLICATION FORM

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### LANGUAGE SKILLS

Language	Beginner	Intermediate	Advanced	Native language
1. English	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____
5. _____	_____	_____	_____	_____

### CERTIFICATION

I, the undersigned, certify herewith that all the information contained in my application is complete, true and accurate to the best of my knowledge. I realize that incomplete, false or inaccurate information may result in my dismissal from the school. I hereby authorize the admissions department to verify all statements made.

I understand that all submitted application documents belong to the school's admissions department and that none of the submitted application documents will be returned to me or sent to a third party.

I was properly informed and agree to comply with all school admission procedures and regulations.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

## APPLICATION CHECKLIST

Required application documents:

- Application form
- Application fee of EUR 200, non-refundable
- Curriculum Vitae
- Certified / notarized copy of your valid passport or identity card
- Certified / notarized copies of all relevant degrees, diplomas, certificates and transcripts earned to date
- Personal letter of motivation stating your career objectives and the reason(s) behind your decision to apply
- 2 letters of recommendation from academic and/or professional sources
- 2 passport-size photographs

Proof of proficiency in the English language:

- English as a mother tongue
- TOEFL, TOEIC, IELTS, University of Cambridge certificate or other test scores
- English as the language of instruction during high school
- English as the language of instruction during previous studies
- English language courses during high school or during previous studies
- Personal interview

Please send your application to the following address:

International University of Southern Europe  
Admissions Department  
Calle Aragón 182  
08011 Barcelona  
Spain

## MAKING PAYMENTS

All application fees must be paid directly to the school by bank transfer or by credit card using PayPal (online).

Bank name:	La Caixa
Bank address:	Calle Sardenya 181, 08013 Barcelona, Spain
Account number:	2100 1146 82 0200151801
IBAN:	ES71 2100 1146 8202 0015 1801
SWIFT/BIC:	CAIXESBBXXX

## CURRICULUM VITAE GUIDELINES

Please list in your Curriculum Vitae in a chronological order all schools, colleges and universities attended and list the diplomas, degrees and/or certificates obtained. e.g.:

School name and location:  
Contact person:  
Dates attended:  
Degree(s) obtained:

Please list in your Curriculum Vitae in a chronological order all previous and current work experience. e.g.:

Employer name and location:  
Dates of employment:  
Job responsibilities: