



ADMISSIONS PROCESS

The ENPC School of International Management has rolling admissions and accepts applications on an ongoing basis up through the November prior to the start of the Executive MBA program in January. The admissions process has 3 stages:

Stage 1: Review of Complete Application File

Requirements:

- Letter of motivation
- One passport-sized photo
- Two letters of recommendation
- Copy of your CV
- Certified copies (officially certified) of transcripts and related diplomas from each college or university that you have attended (All non French or non English transcripts must be accompanied by a certified English translation).
- 100 € application fee, payable by personal check, money order, or wire transfer (payable to ENPC MBA – MIB DEVELOPPEMENT)

Please send your complete application to:

ENPC School of International Management
Executive MBA Admissions Office
15 Rue de la Fontaine au Roi – 75011 Paris – France

Stage 2: Personal Assessment

Once the application file has been received, the Admissions Office will review the application and, within five working days, based on the details submitted, either invite the applicant to an admissions test and admissions interviews at the School or decline the application. Successful applicants will be invited to attend a half-day assessment session held at the School in Paris.

During that session, the candidate will undertake two short tests (a duration of approximately one hour for each) to assess both numerical and quantitative reasoning skills as well as analytical and writing abilities. All tests will be conducted in English. Each candidate will also be interviewed by two representatives of the School to discuss their motivation for undertaking the program. The interviews will be conducted in English and will last around one hour.

Alternatively, candidates can also do the GMAT and - if applicable - a TOEFL (or TOEIC, IELTS or CPE). For successful candidates with a GMAT of above 550, the internal tests will be waived, and these candidates will be invited to admissions interviews directly.

Stage 3: Final Evaluation and Decision

The final evaluation and decision will be based on the candidate's overall profile – academic and professional strengths, personality, and likely 'fit' with the overall composition of the MBA class. The final evaluation usually takes up to a week after the interviews. Depending upon your availability for interviews, the complete admissions process lasts, on average, about two to three weeks from the time at which we have received your complete application package.

Confidentiality

This application, together with all materials submitted in its support, becomes the confidential property of the ENPC and is not returnable. The Admissions Office will not reproduce copies of any part of the ENPC application material for individuals not involved in the admission procedure, companies, or institutions requesting this information, except upon written consent from the candidate. Candidates and ENPC participants do not have access to personal recommendations and interview reports.

Equal Opportunity

The ENPC policy prohibits discrimination on the basis of race, color, gender, religion, national or ethnic origin in any of its programs and the activities it operates at the Institute.

The ENPC reserves the right to change without notice any statement in this application form including rules policy, tuition fees, curriculum and courses.

PERSONAL INFORMATION

Name :

First Names :

Preferred First Name :

Male Female

Date of birth :

Single Married

Children

Place of birth :

City :

Country :

Nationality :

Other citizenship :

Native language :

Home Address

Preferred mailing address :

Street City :

Postal Code :

State :

Country :

Business Address

Preferred mailing address :

Company :

Street City :

Postal Code :

State :

Country :

Home phone :

Mobile phone :

Business phone :

e-mail :

Other :

Current Employer

Your Current Responsibilities

Total number of years of professional experience:

Name of company :

Address (if different from above) :

Country Tel :

Main field of activity :

Brief description of business :

Number of employees : Annual sales (in €) :

Subsidiary of (if applicable) :

Address :

City :

Postal Code :

Country :

Job Title :

Country of Work :

City :

Dates of Employment (month/year) From To

Gross Annual Salary (specify currency) :

For how long have you held managerial responsibilities (e.g.: heading a team;being responsible for sales;P&L; assets)?
Years

Managerial Responsibilities (if needed, add an organisational chart and job description.) :

Number of people managed :

Assets under your management :

Sales managed :

Average yearly sales growth :

P&L responsibilities Yes No

If yes, last year's amount (specify currency) :

Who is your direct superior? (Please give title).Who does he/she in turn report to? :

Is your employer willing to support you by Time commitment Partial Tuition Fees Full Tuition

Please give details of how you propose to pay for the ENPC Executive MBA Program:

- Fully sponsored by employer
- Partially sponsored by employer
- Applying to employer for sponsorship
- Own funds
- Bank loan
- Other (please specify) :

May we contact your employer? Yes No

If yes,whom may we contact?

Family name

First name

Title

Direct phone

e-mail

ACADEMIC BACKGROUND: Starting with the most recent, please list all colleges and universities attended. Please send transcripts of your degrees.

Institution and Country	Degree Received	Dates Attended (month/year)		Major Subject	FT (full-time) PT (part-time)
		From	To		

List any academic distinctions, honors and awards:

INTERNATIONAL EXPOSURE: Please list your most significant experience growing up, living, studying, working or travelling outside your own culture or country.

Activity	Duration (month/year)		Country Region
	Begin	End	

ACTIVITIES AND INTERESTS: Please list, in order of importance to you, any extra-curricular activities in which you are/have been involved. (i.e. sports, politics, performing arts, club memberships, hobbies, community activities, etc.)

Activity	Duration (month/year)		Country Region
	Begin	End	

CANDIDATE'S STATEMENT OF INTEGRITY

I hereby certify that I have provided accurate information on this application and that I am the sole author of the essays that follow. I authorize the ENPC / the Admissions Office to verify my credentials. I understand that any misrepresentation or omission of facts in my application may justify denial of admission, cancellation of admission or withdrawal from the Executive MBA Program. This is my honest statement to the ENPC.

Date: _____ Signature: _____

ENPC School of International Management
Admissions Information

Recommendation Form

Complete the information below and send this form with a reference envelope to the individual who will be providing your reference. Write your name and address on the envelope when it has been returned to you, and mail the SEALED envelope with the rest of your application materials. DO NOT OPEN THE ENVELOPE WHEN IT HAS BEEN RETURNED TO YOU. If the seal has been broken on the envelope, your entire application will be returned to you. Once received, this reference will be the property of ENPC School of International Management, and will not be returned.

Applicant

Name of applicant _____

Current address _____

Evaluator

Please complete the information requested on both sides of this form. If you need to use additional sheets of paper, please staple them to this form. Your comments will be held completely confidential, if the applicant has waived his or her rights. Your candid completion of this evaluation is appreciated.

Name of evaluator _____

How long and in what capacity have you known the applicant? _____

In evaluating this applicant, with what reference group are you making comparisons? _____

What do you consider to be the applicant's major strengths? _____

In what area(s) does the applicant need further development? _____



Keeping in mind your reference group, please evaluate the applicant as fairly as you can in each of the categories below by placing an X in the appropriate box beneath the scale at the top:

Outstanding Excellent Good Average Below Average Unable
Upper 3% Upper 10% Upper 25% Upper 50% Lower 50% To Judge

Academic Achievement						
Intellectual Ability						
Initiative						
Creative Qualities						
Maturity and Emotional Stability						
Leadership Potential						
Ability to Express Ideas and Feelings Orally						
Ability to Communicate in Writing						
Ability to Accept Constructive Feedback						
Ability to Work With Others						

Summary Evaluation

- _____ I strongly recommend this applicant for admission and believe that she/he has the capability to perform at a superior level.
- _____ I recommend this applicant for admission and believe her/his performance should be comparable to that of most MBA students.
- _____ I believe the applicant's qualifications are marginal, but the applicant has potential and would benefit from study in your program.
- _____ I do not recommend this applicant for admission to your MBA program.

EVALUATOR'S SIGNATURE DATE

EVALUATOR'S NAME (TYPE OR PRINT) EVALUATOR'S POSITION OR TITLE

EVALUATOR'S EMPLOYER EVALUATOR'S TELEPHONE NO.

Thank you for your time in completing this recommendation. Please kindly put it in a sealed envelope, sign the seal, and return it to the candidate, who will submit this form with their application.

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