

Application Form

Mannheim MBA

| First Name

| Name

Intake in September

| Year

Checklist for a Complete Application

- Application form
- Photo
- CV
- Letter of motivation (professional and personal reasons for wanting to participate in the Mannheim MBA program; one page only)
- Certified transcripts of all given grades, studies and activities (translated into English or German)
- GMAT and TOEFL/IELTS
- Two reference letters (use Mannheim MBA reference form)
- APS for applicants from China

Please send your application documents to:

Mannheim Business School gGmbH
Admissions Office
L 5, 6
68131 Mannheim
Germany

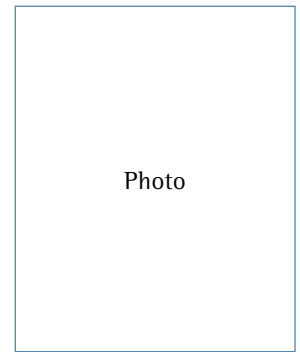
Phone: +49 (0) 621 181 37 24

Fax: +49 (0) 621 181 12 78

E-mail: info@mannheim-mba.com

01 Personal Information

Title
First Name
Last Name



Male
 Female
 Single
 Married
 ___ Children

Date of birth	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Place of birth	Country
Nationality	Other citizenship		

02 Permanent Address

Street			
Town	Postal code	Country	
Home phone	Mobile phone	Fax	
E-mail (must be valid until program start)			

03 Current Address

Street			
Town	Postal code	Country	
Home phone	Mobile phone	Fax	
E-mail (must be valid until program start)			

How would you prefer us to communicate with you?

By post
 By e-mail
 By telephone

04 Preference of Program Track

Please let us know your preferred program track in which you want to participate during the Mannheim MBA program. State your preferences by starting with 1 (your first preference) and continue up to number 5 (your last preference).

German Track
 Transatlantic Track
 Eurasian Track
 European Track
 Global Track

05 Academic Background*

Please list all academic achievements at the post-secondary education level in reverse chronological order.

Duration		Name of University or College	Field	Major	Degree received	Results (GPA, Grades, Rank, Class)	Full/ Part time
From	To						
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* Certified copies for all given information are mandatory.

06 Major Field of Studies (Please mark one box only)

Science:

- Biology
- Chemistry
- Physics
- Mathematics
- Computer Science
- Other

Health & Medicine:

- Medicine
- Pharmaceutics
- Veterinary Medicine
- Other

Engineering:

- Architecture & Building
- Electrical Engineering
- Mechanical Engineering
- Industrial Engineering
- Other

Social Sciences, Business & Law:

- Business
- Economics
- Law
- Social Sciences
- Political Sciences
- Management Information Systems
- Other

Humanities & Arts:

- History
- Languages
- Arts
- Design
- Philosophy
- Other

Others:

- Agriculture
- Education
- Media
- Public Administration
- Other

In which language(s) was your university degree taught?

What language(s) do you use at work?

07 Professional Background*

Please list each full-salaried position after your first degree in reverse chronological order. Please do not include internships.

Duration		Company	City, Country of Work	Position	Gross annual salary €										
From	To														
D	D	M	M	Y	Y	D	D	M	M	Y	Y				
Briefly summarize your most recent job responsibilities and indicate if you are responsible for subordinates (No.)															
No. employees locally:								No. employees worldwide:							

Total duration in months of full-time positions held (by the beginning of the MBA program)

08 International Experience*

Please list your most significant international experiences growing up, studying or working outside your own country.

Duration		City, Country	Activity										
From	To												
D	D	M	M	Y	Y	D	D	M	M	Y	Y		

09 GMAT* (Graduate Management Admission Test)

GMAT scores should be sent to Mannheim Business School: VLC-95-96 MBA, Full-time. The Mannheim Full-Time MBA program requires you to take the GMAT. Please ask the admissions team about the required minimum score.

Date taken/to be taken	Location	Score

* Certified copies for all given information are mandatory.

10 Languages*

To be admitted to the Mannheim MBA program, you must be fluent in English.

TOEFL or Equivalent

A TOEFL score of 105 (internet-based) or 260 (computer-based) is recommended. The equivalent IELTS score is 7.0.

Test score reports should be sent to Mannheim Business School. Please use ID number 8860 when sending your scores directly to MBS.

If you have an equivalent to the TOEFL, please indicate which: _____

Applicants who have a degree from an institution in an English speaking country are exempt from submitting the TOEFL. The same applies to applicants whose mother tongue is English. Applicants from India need to submit a TOEFL score due to German visa regulations.

Date taken/to be taken	Location	Score

Please indicate in the table below additional languages you speak, along with the level at which you situate your proficiency and include copies of certifications. Use the following for self-assessment.

Level 1 The ability to participate in a conversation about daily life

Level 2 The ability to understand, speak and write with structural accuracy, communicate in the language and read newspapers, as well as to give adequate information about future career goals

Level 3 The ability to conduct business in this language

Level 4 The ability to interact in a foreign environment in any circumstances with the near-ease of a native speaker

Level 5 Native language

Further Languages	Self-assessed Level	Certifications	Scores

11 Extra-curricular Activities

Please specify your extra-curricular and leisure-time activities in order of importance to you.

1
2
3
4

12 Awards, Honors, etc...*

Please list any honors, distinctions, awards you have received in your academic, professional or extracurricular activities.

From	To	Awards, Honors, etc.	Institution	Explanation
D D M M Y Y 	D D M M Y Y 			
D D M M Y Y 	D D M M Y Y 			
D D M M Y Y 	D D M M Y Y 			

Please explain any period(s) of time since you left high school for which you have not accounted.

* Certified copies for all given information are mandatory.

13 Financing

Please let us know how you plan to finance your MBA degree. It is possible to check more than one box.

Private Funding Scholarship Company Funding Bank Loan

Other (please specify) _____

Please indicate if you are currently a recipient of a scholarship or other funding Yes No

If yes, from which institution and for which purpose:

Duration						Institution	Purpose
From			To				
D	D	M	M	Y	Y		

Have you previously applied to the Mannheim MBA Program?

Yes In what year? _____ No Were you admitted? Yes No

14 References

Please send us two references from people who can assess your personality and work or academic experience. For their evaluation, the referees should use the Mannheim MBA reference form (www.mannheim-mba.com/downloads). References have to be sent directly by the referee in a sealed envelope or via e-mail to admissions. Please provide us with the following details about the referees:

Title, Last Name, First name	Title, Last Name, First name
Organization	Organization
Street	Street
Postal Code	Postal Code
Town	Town
Country	Country
E-mail	E-mail
Phone	Phone

15 How did you learn about the Mannheim MBA?

Please be as precise as possible.

<input type="checkbox"/> Alumnus/Alumna _____	<input type="checkbox"/> Advertisement _____
<input type="checkbox"/> Career adviser _____	<input type="checkbox"/> MBS website _____
<input type="checkbox"/> Current employer _____	<input type="checkbox"/> Other website _____
<input type="checkbox"/> Current/former educational institution/professor _____	<input type="checkbox"/> Print media article _____
<input type="checkbox"/> Colleagues/friends/acquaintances/relatives _____	<input type="checkbox"/> Fair _____
<input type="checkbox"/> Current participant of the Mannheim MBA program _____	<input type="checkbox"/> Online platform _____
<input type="checkbox"/> Other _____	

Before submitting your application, please use the checklist on the front cover of the application form to ensure that your application is complete.

Statement of Accuracy:

I hereby certify that the information contained in this application is complete and correct to the best of my knowledge.

Date _____ Applicant's signature _____

Market Information

Which other business schools are you applying to?

1	2	3
4	5	6

Which of the following international publications do you read?

	Hardcopy	Website	Both	Regularly	Sometimes	Rarely
Financial Times www.ft.com	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business Week www.businessweek.com	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The Economist www.economist.com	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please state) _____

Which national publications do you read?

	Hardcopy	Website	Both	Regularly	Sometimes	Rarely
Name of publication 1 _____ Country of publication _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name of publication 2 _____ Country of publication _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

How many months, prior to your application, did you start researching your choice of MBA? _____

When researching into an MBA, how useful were the following sources of information?

	Very useful 5	4	3	2	Not useful 1	Not used for research
Parents/other family members	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
School representatives	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Current or past MBA participants	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Your employer or work colleagues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
School websites	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
School brochures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
School on-campus information events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personal visits to schools	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MBA forums and fairs in your home country	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DAAD	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
GMAC www.mba.com	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business Week-B-Schools www.businessweek.com/bschools	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
World MBA Tour www.topmba.com	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AMBA www.mbaworld.com	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Which MBA?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Online platforms (pls. specify) _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please state) _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



www.mannheim-business-school.com
www.uni-mannheim.de

MANNHEIM
BUSINESS SCHOOL