



EMBA APPLICATION FORM

Instructions

Please be complete and precise when you fill out this form. Send it together with the supplementary materials to the following address:

Prince Mohammad Bin Fahd University (PMU)
For the attention of: EMBA department
P.O. Box 1664
Al Khobar 31952
KINGDOM OF SAUDI ARABIA

All fields must be completed.

Use the English language only.

Please provide the following supplementary materials with the completed application form:

- A non-refundable application fee of € 120;
- A personal resume/curriculum vitae in English;
- A personal statement in English indicating your motivation for this MBA study;
- Copy of ID card or passport;
- Two passport sized photos;
- Certified copies of the Bachelor Degree, with certified English translation;
- Certified copies of academic transcript embossed with the seal of the issuing university, with certified English translation (if the original transcript is not in English language);
- Two recommendation letters in English. Written and signed by persons who are well acquainted with your work and studies, and who are in the position to judge your abilities to pursue a Master's degree;
- Proof of working experience (statement from employer on letterhead paper indicating job duties);
- Proof of English proficiency. Required if your native or predominant language is not English:
Minimum TOEFL score: 79 internet-based
 213 computer-based
 550 paper-based
Minimum IELTS score: 6.0
- Official GMAT scores are recommended;
- Letter of organizational sponsorship. Applicant who is not self-employed must provide a letter from current employer stating his/her agreement with the applicant's participation in the EMBA program and allowing time off from work, as necessary, to participate in the EMBA program.
- Certified statement of financial support. If your studies will be sponsored, you should submit a guarantee of financial support by the sponsor. If you are self-supporting you should submit proof of Financial Support for the amount of the tuition fee and for the living expenses during the program (bank statement).



1. Program Location: Al-Khobar, K.S.A.

Starting in _____ (month & year)

2. Personal

☐ Mr. ☐ Ms. ☐ Mrs.

Family name _____

First name _____

Middle name _____

Home address (no. + street) _____

City _____ Postal code _____

Country _____

Home telephone (country code, area code, number) _ _

Home fax (country code, area code, number) _____

Mobile phone (country code, number) _____

Personal e-mail _____

Date of Birth (day/ month/ year) _____ Place of Birth _____

Nationality _____

Preferred address for further correspondence: ☐ Home address ☐ Business address

3. Data needed for visa application

ID Number _____

Passport number _____

Place of issue _____

Date of issue (day/ month/ year) _____ Date of expiration _____

Royal Dutch Embassy/Consulate as place of issue of your visa _____

4. Emergency contact data

Person to be notified _____

Type of relation _____

Address _____

City _____ Postal code _____ Country _____

Telephone (country code, area code, number) _____

Fax (country code, area code, number) _____

Mobile phone (country code, number) _____

E-mail _____



5. Educational background

Highest qualification:

- ☐ PhD degree
☐ Master degree
☐ Bachelor degree
☐ College degree
☐ Other _____

List any academic distinctions, honors or scholarships received

Educational history: list the most important schools/programs you attended (most recent first)

1. Educational institute/University _____

Start date _____ finish date _____

- Degree/diploma obtained? ☐ Yes, degree
☐ Yes, diploma
☐ No

Major/ Specialization: _____

2. Educational institute/University _____

Start date _____ finish date _____

- Degree/diploma obtained? ☐ Yes, degree
☐ Yes, diploma
☐ No

Major/ Specialization: _____

3. Educational institute/University _____

Start date _____ finish date _____

- Degree/diploma obtained? ☐ Yes, degree
☐ Yes, diploma
☐ No

Major/ Specialization: _____



6. Professional background

Current employer

Name of organization/ company _____

Type of organization ☐ Government
☐ Semi-government
☐ NGO
☐ Private company

Business address _____

City _____ Postal code _____ Country _____

Business telephone (country code, area code, number) _____

Business fax (country code, area code, number) _____

Business mobile (country code, number) _____

Business E-mail _____

Current position/ job _____ in this position since? (month/ year) _____

Description of duties and responsibilities _____

Previous employers

1. Name of organization/ company _____

Position/ job _____

Start date (month/ year) _____ finish date (month/ year) _____

Description of duties and responsibilities _____

2. Name of organization/ company _____

Position/ job _____

Start date (month/ year) _____ finish date (month/ year) _____

Description of duties and responsibilities _____

Professional Society memberships: _____



7. Recommendations

Two recommendation letters (on official, company letterhead) should accompany this application, provided by individuals who can evaluate your professional experience and judge your likelihood of success in this program, for example your current/previous employers.

Names and positions of the persons who have submitted the recommendations:

8. Areas of Management

Indicate your relative degree of knowledge in the areas listed below:

	Basic	Good	Excellent
Accounting	☐	☐	☐
Business Law	☐	☐	☐
Business Ethics	☐	☐	☐
Economics	☐	☐	☐
Finance	☐	☐	☐
International Business	☐	☐	☐
Management Information Systems	☐	☐	☐
Marketing	☐	☐	☐
Mathematics	☐	☐	☐
Operations	☐	☐	☐
Organizational behavior	☐	☐	☐
Research Skills	☐	☐	☐
Statistics	☐	☐	☐
Strategy	☐	☐	☐
GMAT taken	☐ Yes ☐ No		

If yes, on what date? _____

What was your score? _____

9. Proficiency in English

Indicate your degree of knowledge of the English language:

	Basic	Good	Excellent
Oral	☐	☐	☐
Written	☐	☐	☐



English Language test taken: ☐ TOEFL ☐ IELTS

If yes, on what date? _____

What was your score? _____

Other English language test taken _____

Result _____

10. What are your professional/ learning objectives for this study?

List your most important expectations regarding this study?

What other information would you like to add, that would aid the Admission Committee?

11. Who recommended you to this program?

Please indicate how you heard about the program

- ☐ Friend/ Relative
☐ Internet
☐ Advertisement in: _____
☐ Other: _____

12. Statement

I hereby certify that the information given in this application form is complete and accurate to the best of my knowledge. I permit the Maastricht School of Management or its agents to use all means reasonable to verify the information I have provided in this application.

I am aware of the amount of the tuition fee and I certify that I have the means to pay for those fees.

Signature of applicant

Place & Date _____



Sponsorship statement

Name:

Country:

My application is financially supported by

- ☐ Myself
☐ My employer
☐ My government
☐ A fellowship
☐ Other

Name of sponsor

Address

City _____ Postal code _____

Country

Telephone (country code, area code, number) _____

Fax (country code, area code, number) _____

E-mail

Period of support, from _____ until _____

Total amount of sponsorship: USD _____

- Sponsorship includes expenses for
- ☐ Tuition fee & study materials
☐ International travel
☐ Laptop computer
☐ Board and Lodging
☐ Medical insurance
☐ Allowance during the program
(\$/€ _____ per month)
☐ Others: _____

Signature of sponsor

Place & Date

Official stamp