

University use only

Reg. No. _____

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MBA Application Form

September Entry January Entry Mode: Full Time Executive (Weekends)

Personal Information

Family Name Forenames

Birth Date (dd/mm/yy) Country of Birth Gender

Nationality Country of Residence

Age (at 1 September of year of intended entry)

No of Years of Full-Time Work Experience* (at 1 September of year of intended entry)

* Please do not include part-time work, internships or summer jobs.

Mailing Address

Street

Town Postal Code Country

Permanent Address

Street

Town Postal Code Country

Preferred Telephone Number

Preferred Email

We strongly encourage candidates to come to Middlesex or to one of our regional offices for an interview, but if this is not possible we will make alternative arrangements.

- I am able to come to Middlesex if invited for interview.
- I am able to travel to the Middlesex Regional Office of if invited for interview.
- I am not able to travel to Middlesex or to any of the regional offices for interview.

Academic Background

Please give details, starting with the most recent, of all colleges and universities attended.

Dates From (mm/yy) – To (mm/yy)		Institution attended & Country	Full time or part time	Qualification awarded and Subject	Result (Class/G PA rank etc)

Please indicate any scholarships, prizes or honours awarded.

Professional Qualifications

Dates From (mm/yy) – To (mm/yy)		Full time or part time	Professional firm or educational institution attended	Qualifications & subjects	Result (Class, GPA, rank, etc.)	Date attained (mm/yy)

GMAT (Please read 'Information for Applicants')

Date Taken/ To be Taken	Verbal	Quantitative	Analytical Writing	Total

Command of English, if English is not your mother tongue

Fluency in English is a requirement for entry to the programme. If English is not your mother tongue, you must take the IELTS or TOEFL test. We require a minimum score of 6.5 for IELTS or 575/230 for TOEFL. If you have any doubts about whether you should take the tests, you should consult our Admissions Office at Middlesex or any of our Regional Offices.

Is this your first language Yes No

If not English, what is your first language?

How long have you been speaking English and in what connections do you use it?

IELTS /TOEFL score Date of test

Other qualifications

Employment and work experience

Starting with your current job, please describe each full-time post-graduation position you have held. Please also give an indication of your reward package. Full information of your duties, responsibilities and position in the organisation helps us to understand the depth of your experience and the contribution you can make to the MBA Programme.

JOB 1	
Name of company or institution	From (mm/yy) To (mm/yy)
Nature of Employer's business (principal products and/or services): Location	
Size of organisation, e.g Number of Employees, Annual Turnover	
Web Address	
Current Position	
Main Responsibilities: (Please provide a full description of your job to include the nature of work undertaken, your responsibilities, size of budget and the number of employees under your supervision, details of any clients and/or products and results attained)	
Annual reward package in £ , \$ or Euros	
Reason for taking position	
Reason for leaving position	

JOB 2

Name of company or institution

From (mm/yy)
To (mm/yy)

Nature of Employer's business (principal products and/or services):

Location

Size of organisation, e.g Number of Employees, Annual Turnover

Web Address

Current Position

Main Responsibilities: (Please provide a full description of your job to include the nature of work undertaken, your responsibilities, size of budget and the number of employees under your supervision, details of any clients and/or products and results attained)

Annual reward package in £ , \$ or Euros

Reason for taking position

Reason for leaving position

Further Information on Employment and Work Experience

Please write in this space any further information on your work experience that you believe we will find useful in assessing your application. Please use continuation page if necessary

About yourself

Please write in this space any further information on your work experience that you believe we will find useful in assessing your application. Please use continuation page if necessary

Finance

Applicants for Full-time MBA

YES

NO

1. Are you paying personally for the cost of attending the course?

2. Is your present employer going to pay the course fees?

If yes, please state to what extent

Applicants for Part-time MBA

If you are planning to be in full-time employment during this programme, you should obtain the agreement of their employer.

YES

NO

1. Have you discussed your application with your employer?

2. Are they agreeable to releasing you for attendance at classes and residentials?

3. Are they prepared to provide you with financial assistance to meet the costs of the programme?

If yes, to what extent?

Marketing Information

How did you hear about the Middlesex MBA?

- | | |
|--|---|
| <input type="checkbox"/> Advertisement | <input type="checkbox"/> Other web site |
| <input type="checkbox"/> MBA Fair | <input type="checkbox"/> Postgraduate Open Evening |
| <input type="checkbox"/> Newspaper/journal article | <input type="checkbox"/> AMBA |
| <input type="checkbox"/> Personal recommendation | <input type="checkbox"/> Prior contact with Middlesex |
| <input type="checkbox"/> Directory/guide | <input type="checkbox"/> British Council |
| <input type="checkbox"/> Middlesex Univeristy web site | <input type="checkbox"/> Company recommendation |

Equal Opportunities

Middlesex University is committed to a policy of equal opportunity for all its students. Monitoring the composition of the student body will help the University to take steps to ensure that it does not discriminate. The information is used by the Department for Education & Employment and the Higher Education Statistics Agency. The classification used is in accordance with that used in the census.

Ethnic Origin

I would describe my ethnic origin as (please circle the number):

- 0 INFORMATION REFUSED
To be used only if the applicant specifically indicates that they refuse to give the information
- 2 BLACK OR BLACK BRITISH-CARIBBEAN
- 3 BLACK OR BLACK BRITISH-AFRICAN
- 4 OTHER BLACK BACKGROUND
- 5 ASIAN OR ASIAN BRITISH-INDIAN
- 6 ASIAN OR ASIAN BRITISH-PAKISTANI
- 7 ASIAN OR ASIAN BRITISH-BANGLADESHI
- 8 CHINESE OR OTHER ETHNIC BACKGROUND-CHINESE
- 9 OTHER ETHNIC BACKGROUND
Use if the applicant puts an ethnicity on the application form which you cannot relate to any other specific category.
- 10 OTHER ASIAN BACKGROUND
- 11 WHITE-BRITISH
- 12 WHITE-IRISH
- 19 OTHER WHITE BACKGROUND
- 13 MIXED-WHITE & BLACK CARIBBEAN
- 14 MIXED-WHITE & BLACK AFRICAN
- 15 MIXED-WHITE AND ASIAN
- 16 OTHER MIXED BACKGROUND
- 90 NOT KNOWN

Referees

You should nominate two referees:

- an academic who can vouch for your performance on your degree;
- someone who can comment on your performance in a recent employment. It need not be your current employer.

If you did not attend University, or if you did so a long time ago and you find it difficult now to identify an academic referee, you should seek a reference from someone else that can vouch for your learning ability, e.g. a supervisor. You must produce at least one work reference.

The MBA selection system requires you to send your referees the attached Reference Forms with a self-addressed envelope, which they should sign across the seal. You should ask your referees to send their references to you, for inclusion with the application form (please refer to checklist opposite).

Please remember that it is your responsibility to obtain references and if necessary to remind your referees.

	Name	Organisation	Position
1st		email: Tel No.	
2nd		email: Tel No:	

If you are a UK/EU applicant, please send your application to:

Postgraduate Admissions Office
UK & EU Admissions
Middlesex University
North London Business Park
Oakleigh Road South
London N11 1QS

Phone: +44(0)20 8411 5898

Fax: +44(0)20 8411 5649

email: admissions@mdx.ac.uk

Minicom: +44(0)20 8292 1501

www.mdx.ac.uk

If you are an International (Non-EU) applicant, please send your application to:

Postgraduate Admissions Office
International Admissions
Middlesex University
North London Business Park
Oakleigh Road South,
London N11 1QS

Phone: +44 (0)20 8411 4700

Minicom: +44 (0)20 8298 1501

Fax: +44 (0)20 8411 5650

Email: internat@mdx.ac.uk

www.mdx.ac.uk

MBA Application

Your completed application should include the following:

1. Application Form
2. Copies of Degree and Professional Certificates*
3. GMAT Score Certificate (Please read Information for applicants)
4. Academic Reference
5. Work Reference
6. Copy of IELTS (or TOEFL) Score notification(if required)*

*If accepted on the programme you will have to produce the original certificate(s) at enrolment.

Please sign the declaration below and return the completed application pack, including references, to:

**The relevant Admissions Office (Please see page 10)
or to the Middlesex Regional Office for your area.**

Declaration

I apply for admission to the MBA Programme at Middlesex University Business School. If accepted as a student I will comply with all the regulations, conditions and rules made by the University. I confirm that the information given in this form is accurate, and agree to it being processed by the university for educational purpose in accordance with the Data Protection Act 1998.

Signature Date