
Application for Graduate Study



Sacred Heart
UNIVERSITY

JACK WELCH COLLEGE OF BUSINESS

Luxembourg

Application for Graduate Study

Personal Information

Mr. / Ms. _____
Family Name (Surname) First Name Middle Initial

Any additional names that may appear on transcript(s) _____

Date of Birth (dd/mm/yy): _____ Nationality: _____ Marital status: _____

Home Address: _____
Street City Country Postal Code

Work Address: _____
Company Name Care Of (if necessary)

Street City Country Postal Code

Billing Address (please cross): Home Work

Home telephone: _____ Work telephone: _____

GSM/Cell telephone: _____ E-mail address: _____

Language Proficiency

First Language: _____

Other languages spoken fluently: _____

If English is not your native language, you must send us your score of the Test of English as a Foreign Language (TOEFL) or equivalent.

You do not need to submit your test score if:

- Your undergraduate or postgraduate degree was conducted entirely in English or in an English-speaking country
- You have worked in an English-speaking environment

I have taken, or shall take, the Test of English as a Foreign Language (TOEFL) examination or equivalent

Yes No

If yes: Date: _____ Place: _____ Score: _____
dd/mm/yy City, Country

Graduate Program Information

Intended Program:

MBA with Internship

With a concentration in Finance Management General

Internship: Please mention several preferred fields _____

MBA

With a concentration in Finance Management General

Graduate Professional Certificate in _____

Intended Start: _____
Month Year

Graduate Management Admission Test Information (only if applicable)

I have taken, or shall take, the Graduate Management Admission Test (GMAT) examination on:

Date: _____ Place: _____ Score: _____
dd/mm/yy City, Country

For testing information, please contact us. The GMAT testing center must send us your official score, but please include an unofficial copy with this application. When taking the test, please select the country «Luxembourg» and the University «Sacred Heart».

Sacred Heart University Background

Have you ever applied for admission to SHU? Yes No If yes, where? _____

Have you previously attended a SHU program? Yes No If yes, where? _____

Which program? _____

How did you hear about Sacred Heart University Luxembourg? _____

Employment Information

Please list employment starting with your most recent position.

1.	Employer _____	Position _____	Country _____
	Dates _____	Languages spoken _____	
2.	Employer _____	Position _____	Country _____
	Dates _____	Languages spoken _____	
3.	Employer _____	Position _____	Country _____
	Dates _____	Languages spoken _____	

Education Background

Please list chronologically all colleges/universities at which you have taken graduate and undergraduate courses for credit. Official transcripts from each institution must be provided.

1.	Name of Institution _____	Location _____	Language _____
	Dates of attendance _____	Degree earned, major (specialization) _____	
2.	Name of Institution _____	Location _____	Language _____
	Dates of attendance _____	Degree earned, major (specialization) _____	
3.	Name of Institution _____	Location _____	Language _____
	Dates of attendance _____	Degree earned, major (specialization) _____	
4.	Name of Institution _____	Location _____	Language _____
	Dates of attendance _____	Degree earned, major (specialization) _____	
5.	Name of Institution _____	Location _____	Language _____
	Dates of attendance _____	Degree earned, major (specialization) _____	

Are there any special circumstances that might help us interpret your academic record? Please describe.

Please return this application to the Admissions Office and include the following documents:

- Copy of higher education diploma(s)
- Official transcript(s)
- English translation of education documents
- WES evaluation (An evaluation of your diploma by the WES is in some cases compulsory. Please, contact us.)
- Current Curriculum Vitae
- Two letters of recommendation
- TOEFL scores or other proof of English proficiency (if applicable)
- Personal written essay about why you wish to pursue graduate studies
- GMAT scores (if applicable)
- Copy of bank transfer of application fee Eur 100 (not including transaction fees) to Banque et Caisse d'Epargne de l'Etat Luxembourg. BIC: BCEELULL, IBAN: LU 66 0019 1007 3017 5000. This fee is not refundable.

Your application will remain incomplete until reception of all the above items.

Terms of Acceptance and Conditions

An applicant can only be accepted in the program s/he is applying to. If an applicant/student wishes to change programs s/he must complete a new application for the program s/he wishes to change to. Only complete applications will be reviewed.

The information supplied on this application is complete and true to the best of my knowledge. All materials and supporting records submitted by me or on my behalf in connection with this application or my attendance will not be released to anyone other than authorized university personnel without my consent.

It is understood that incorrect or falsified information will be grounds for disapproval of this application or dismissal from the university. I agree to pay all financial obligations if admitted to and attending the university, including obligations incurred if financial aid is terminated, reduced or postponed for any reason.

I also authorize the office of Public Relations of the university to publish my picture, address, area of specialization, honors, sports or other activities for public relations purposes should I decide to attend the university in any capacity. This publicity authorization may be rescinded by notifying the office of Public Relations in writing within 30 calendar days of admission to the university.

Applicant Signature:

Date:

Please return to:

Sacred Heart University

7, rue Alcide de Gasperi
Chambre de Commerce - Bâtiment B, 1^{er} étage
L-2981 Luxembourg
Luxembourg

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