



Sacred Heart  
UNIVERSITY  
*Luxembourg*

# Application for Graduate Study

[info@shu.lu](mailto:info@shu.lu)  
[www.shu.lu](http://www.shu.lu)  
[www.sacredheart.edu](http://www.sacredheart.edu)

# 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: \_\_\_\_\_

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:

Full-Time MBA with Internship

With a concentration in:  Finance  Management  General

Internship : Please mention several preferred fields \_\_\_\_\_

Part-Time MBA

With a concentration in:  Finance  Management  General

Executive MBA

With a concentration in:  Finance  Management  General

Graduate Business 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

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Please list employment starting with your most recent position.

01.	Employer:	Position:	Country:
	Dates:	Languages spoken:	
02.	Employer:	Position:	Country:
	Dates:	Languages spoken:	
03.	Employer:	Position:	Country:
	Dates:	Languages spoken:	

## EDUCATION BACKGROUND

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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.

01.	Name of Institution:	Location:	Language:
	Dates of attendance:	Degree earned, major (specialization):	
02.	Name of Institution:	Location:	Language:
	Dates of attendance:	Degree earned, major (specialization):	
03.	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.

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

**Current Curriculum Vitae**

**Copy of higher education diploma(s)**

**Two letters of recommendation**

**Personal written essay about why you wish to pursue graduate studies**

**Official transcript(s)**

**GMAT scores (if applicable)**

**English translation of education documents (if applicable)**

**WES evaluation (An evaluation of your diploma by the WES is in some cases compulsory. Please, contact us.)**

**TOEFL scores or other proof of English proficiency (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.

The Luxembourg Data Protection Act of 2 August 2002 is replaced by the General Data Protection Regulation (hereafter the "GDPR")- Regulation (EU) 2016/679 of the European Parliament and the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) (OJ L 119,4.5.2016, p.1)-as of 25 May 2018.

The GDPR reforms the European data protection rules by increasing protection of personal data of individual persons and increases significantly the fines for non-compliance.

For more information, please visit [www.shu.lu/privacy-policy](http://www.shu.lu/privacy-policy)

**Applicant Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please return to:

**Sacred Heart University Luxembourg**

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

Tel. (+352) 22 76 13 - 1



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**Sacred Heart University does not discriminate in admission or employment on the basis of sex, race, age, national origin, or physical handicap.**