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APPLICATION FORM

Academic Year 2015-2016

BACHELOR INTERNATIONAL TRADE (3RD YEAR)

PERSONAL DETAILS OF THE CANDIDATE:

Last/Family Name:

First Name:

Date of Birth:..... Place of Birth:

Nationality:

Marital Status: Gender: Male Female

Permanent Personal Address With Postal Code:

.....
.....

Current Address (if different) With Postal Code:

.....
.....

Landline Phone Number:..... Mobile:

E-mail Address:@.....

COMPLETED STUDIES:

Please Note: 2 years of University Higher Education (3 years for students in China) are required for all applications to our Bachelor International Trade 3rd year Program at INSEEC Chambéry Campus.

Academic Year	Institution Name and City	Diploma / Degree Obtained	Main courses / Subjects studied

ENGLISH LANGUAGE PROFICIENCY:

Please provide a test score corresponding to the requirements of the course program you are registering for (IELTS: 5 or TOEIC: 650 or TOEFL IBT: 68).

Test	Date	Score
IELTS		
TOEIC		
TOEFL		
OTHER (Specify)		

FRENCH LANGUAGE PROFICIENCY:

French Beginner

French Intermediate

WORK EXPERIENCE:

If you have work experience, please give details below:

Dates		Company Name & City	Position	Duties & Responsibilities
From	To			

LETTER OF INTEREST:

Please explain, **in a separate letter**, why you are applying for the INSEEC Chambéry Campus Bachelor International Trade 3rd year program, and how you intend to contribute to our institution.

Date and Signature:

CHECKLIST OF DOCUMENTS/DETAILS TO SEND WITH THIS APPLICATION

- 1 Passport-sized photo.
- 1 Photocopy of passport or ID.
- CV (Resume).
- English Proficiency Test Results (TOEFL, TOEIC, IELTS).
- 1 Copy of Diplomas or Certificates proving a minimum of 2 years of Higher Education (3 years for students in China)
- 1 letter of recommendation from professors who have evaluated your performance in an academic context (written in English or translated into English).
- Official Undergraduate Transcripts with certified English translation when necessary.

ADMISSION PROCEDURES:

Step 1 – Document Review:

The International Development Department will process your application form on the basis of the information provided.

In certain circumstances we may request further information or official documents.

Step 2 – Admission Process:

If your application is validated by the International Development Department, you will be contacted for a telephone interview with the Program Director.

Step 3 - Complete the application form (Pages 1, 2, 3) and send the whole file to the International Development Department.

CONTACT DETAILS AND ADDRESS OF THE SCHOOL:

For any information:

Contacts:

Mr. Anupkumar PALLATTUVASUDEVA PANICKER
 Admission Officer
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Mr. Michel GUILMAULT
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 inseec.com

For Administrative Use Only	
Application form received on:	
Application form completed:	
All documents received:	
Missing documents:	
Date of telephone interview:	
Evaluation of telephone interview:	/20