

# APPLICATION FORM

This application form should be sent back to **Charlotte Maron** ([charlotte.maron@uliege.be](mailto:charlotte.maron@uliege.be)) and will be assessed by the Open Borders MBA Board of Directors.

If you match the MBA admission requirements, you will be invited for an interview with the MBA Board. In case of a positive outcome, an acceptance letter will be sent to you.

Be aware that there is a limited number of participants per cohort.

To apply, candidates are required to fill in this document and join the following documents:

- A detailed and up-to-date resume**
- A letter of motivation** (Describe your personal motivation: why do you apply to study for the Open Borders MBA? What kind of evolution for your career will you be looking for?)
- A letter of recommendation** (see example below)
- A copy of your university degrees** (or equivalent) **and your transcripts** (translation might be requested)
- A copy of your ID Card/Passport**

## PERSONAL DATA

- First name:
- Last name:
- Gender:
- Date of Birth (day/month/year):
- Place and country of birth:
- Citizenship:
- Full Home address:
- Email address:
- Home phone:
- Private mobile phone:

## LANGUAGE SKILLS

Mother tongue:

Languages you master :

- English
- 
- 
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*Indicate your proficiency in each skill from 1 to 5, where 5 means mother tongue and 1 means basic understanding).*

## ACADEMIC BACKGROUND AND AREA OF EXPERTISE

Major Field of Study:

University Degree (descending chronological order):

Degree received	Institution	Grade/Honors	Starting-ending date
			-
			-
			-

## BUSINESS DATA

Company you work for:

Number of employees :

Company address:

Company website:

VAT Number (if company sponsors your MBA program):

## SUMMARY OF PROFESSIONAL EXPERIENCE

Employment (descending chronological order)

Company	Job Title	Main duties	Starting-ending date
			-
			-
			-
			-

Current job title:

Describe your current responsibilities (max. 8 lines):




- Outline your professional career up to now, showing evidence of managerial responsibilities if any (max. 50 lines):



■ Describe your major career achievements during the last 5 years (max. 40 lines):



 Outline your international experience (max. 30 lines):

- I certify that my answers to the questions above are true, complete and accurate to the best of my knowledge.
- I give permission to communicate the above data to HEC Liège alumni associations, to the University's researchers who might wish to contact me.

**Your signature for applying:**

**Date:**



## SUBSCRIPTION FEES

The tuition fees for the full program are EUR 24,500 ; i.e: 22,830 EUR for the Open Borders MBA programme and + EUR 1,670 of Master registration fees for EU Citizens<sup>1</sup>).

The tuition fees can be paid in 3 installments:

- An immediate non-refundable deposit of EUR 3,500 to book your seat in the program
- A first installment of EUR 7,000 for the Foundation Module and Master Fees for an EU Citizen
- A second installment of EUR 7,000 before the beginning of the Open Borders MBA Module 1
- A third installment of EUR 7,000 before the Open Borders MBA Module 2

Please clearly indicate the name of the applicant when paying the fees. The payment details will clearly be stated on the invoice sent either per post or via email.

All candidates accepted can benefit of a 3% early bird discount on the certificate (EUR 22,830). To benefit from this early bird discount, the full program fees must be paid before September 30, year 1. The master fees for EU Citizens (EUR 1,670) are not subject to any discount.

Additional discounts may be granted to HEC Liège Partner Companies.

Fees covered by (please tick the matching box) :

- |   |                                  |                                      |   |
|---|----------------------------------|--------------------------------------|---|
| <input checked="" type="checkbox"/> the participant | <input type="checkbox"/> totally | <input type="checkbox"/> partially : | € |
| <input checked="" type="checkbox"/> the company     | <input type="checkbox"/> totally | <input type="checkbox"/> partially : | € |

- In case the fees are totally or partially covered by the company, please ask a company representative to sign hereunder to show the company's agreement to the above terms:

(name and function + signature)


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<sup>1</sup> Please note that non-EU citizens are subject to higher tuition fees (EUR 5010 from 2023 onwards for 2 year of Master). Up-to-date information can be found on the ULiège website [https://www.enseignement.uliege.be/cms/c\\_9113279/en/increased-fees](https://www.enseignement.uliege.be/cms/c_9113279/en/increased-fees). For more information, you can also contact HEC Liège coordinators.

## RECOMMENDATION LETTER – CONFIDENTIAL

To be filled out by a member of the company you work(ed) in:


- First name:
- Last name :
- Company or association:
- Function or title :
- Work connection with the applicant :
- Email address :
- Office tel :

 How long have you known the applicant?

 What are the applicant's evaluations in the following areas?

- Decision making skills:
- Problem solving skills:
- Ability to get on with others:
- Teambuilding:
- Leadership:
- Ambition/drive:
- Self-motivation:
- Proactivity:
- Maturity:
- Oral communication skills:
- Written communication skills:
- Quantitative skills:
- Tolerance:
- Creativity:

 In what areas, do you think, can the applicant still make progress (max. 2 lines)?

 Please assess the applicant's potential (max. 4 lines):



**Date:**

**Signature:**