



Master in International Communication - Application Form 2019-2020

A: PERSONAL DATA	
Family Name (as it appears on your passport)	
First Name(s) (as it appears on your passport)	
Date of Birth	
Place of Birth	
Nationality	
Nationality at Birth	
Passport Number	
Passport Expiration Date <i>Please make sure you have a <u>valid</u> passport</i>	
Correspondence address	
Permanent home address	
Telephone number (include dialling codes)	
Email <i>Please ensure email account <u>remains</u> active</i>	
Person to notify in case of emergency (include contact information)	

B: PREVIOUS STUDIES AND QUALIFICATIONS

Please list all academic studies completed and any studies currently being pursued in chronological order.
Enclose certified copies of your degree(s)/certificates and transcripts of all grades obtained.

Time Period	Qualification (to be) obtained and major	Institution of study	Country of study

C: WORK EXPERIENCE

Please list details of any work experience and **enclose a CV.**

Time Period	Name of organisation	Position/title	Type of work/duties	Full/ Part-time

D: REFERENCES

Please **enclose** two letters of reference with your application. Please turn to page 6 for guidelines.

Name of referee (1)	
Position/title	
Address	
Telephone number (include dialling codes)	
Email	
Name of referee (2)	
Position/title	
Address	
Telephone number (include dialling codes)	
Email	

E: LANGUAGE PROFICIENCY

Mother tongue	
Language(s) of instruction at your secondary school	
Language(s) of instruction at your institute of higher education	
Other languages	

English language proficiency: please enclose a copy of your certified test results.

IELTS:	Date of Test:	Result:

F: LETTER OF MOTIVATION

Please write a letter of motivation of 450-550 words (and attach as a separate file). As a guide, please describe how you expect the MIC to contribute to your career objectives.

G: DISABILITY INFORMATION

Members of the Geert Hofstede Consortium are fully committed to the implementation of a policy to achieve equal opportunities for all students. In order to provide appropriate support for disabled students, it is important that any additional needs are outlined at the time of application. Below, please indicate if you have special needs:

H: CRIMINAL CONVICTIONS

Do you have a relevant criminal conviction*: **Yes / No**

** Relevant convictions are only those convictions for offences against a person, whether of a violent or sexual nature, and convictions of offences involving unlawfully supplying controlled drugs or substances where the conviction concerns commercial drug dealing or trafficking. If you indicate yes, you will not be automatically excluded from the application process. However, we may ask for more information. If you are convicted of a relevant criminal offence after you have applied, please inform the consortium immediately. Do not send any details of the offence: simply state that you have a criminal conviction. We may then ask you for more details.*

I: SOURCE OF INFORMATION

Please indicate how you were first informed about the MIC:

- Educational Fair: Yes / No
- Brochure: Yes / No
- Agent: Yes / No
- Advertisement: Yes / No
- Internet: Please specify: www.
- Other: Please specify:

J: SIGNATURE

I confirm that the information given on this form is true, complete and accurate and no relevant information has been omitted, I understand that this application or any subsequent university places offered may be withdrawn by the consortium members if, in the future, the information provided proves to be inaccurate, either intentionally or unintentionally.

Date:

Signature:

Place:

Documents accompanying your application form:

- Certified/legalised copy of your bachelor's degree and transcripts/grade lists, as well as certified/legalised translations of both*.
- English language requirements: IELTS minimum of 6.5 and 6.5, no subscores below 5.5
- Two letters of reference: signed and on letterhead paper
- Curriculum vitae
- Letter of motivation of approximately 500 words
- Copy of your passport

**If you do not have your diploma and/or proof of English sufficiency before our application deadline, you can still send in your application as we are able to make conditional offers, under the condition that all other required documents are well received.*

Application deadline:

1st JUNE 2019

Your application will be reviewed within 2 weeks. After your application has been reviewed, you will receive one of three replies:

UNCONDITIONAL

You have been accepted and can start the MIC programme.

CONDITIONAL

You have been accepted provided that you meet certain conditions, for example, you still need to achieve a sufficient level of English and/or you hand in a copy of your diploma later. Once you meet these conditions, you should contact us immediately with proof of meeting the conditions and we will then send you an unconditional offer letter.

REJECTION

We are sorry, but we cannot accept you into the course. Your application will go no further for this course.

The consortium partners retain the right to withdraw the programme before 15th of May 2019 if the student quota is not met. Applicants will receive official notice of such a decision and will be offered an alternative.

How to Apply:

You can send your application by e-mail:

E-mail:

admissions@masterinternationalcommunication.eu

Guidelines for References:

We require you to have two referees who can vouch for your academic abilities, personality and suitability for the course you have applied for. Your referee may be a teacher, head teacher, employer or anyone not related to you but in a position of professional authority.

Important Information for applicants:

- Your referees should be people not related to you by blood or marriage.
- Your referees should be qualified to comment on your academic ability or employment performance.
- Reference letters must be submitted on official letterhead and must be signed by the referee.

Important Information for referees:

- Please address the letter to the Geert Hofstede Consortium.
- Reference letters must be submitted on official letterhead and must be signed.
- Please include the name of the applicant and the programme applied for.
- Please include your name, position/status, address, telephone number, and email address.

Please use the following guidelines in completing a reference:

- Please state how long and in what capacity you have known the applicant.
- What do you consider to be his/her main strengths.
- Please include detailed information on the results obtained by the applicant or prediction of likely results if the applicant has not yet completed their programme of study.
- Your assessment of the suitability of the applicant for the programme to which he/she is applying.
- Please comment on English language proficiency – ability to speak, write and comprehend English, if the applicant's native language is not English.