

## **Executive Master in Finance, Banking & Real Estate**

A Joint Venture Program

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**SDA Bocconi**  
School of Management



Please read the Executive Master program instructions carefully before completing this application for admission.

# **Executive Master in Finance, Banking and Real Estate**

**2017 - 2018**

# General Information

The Program is a 12 month course. It runs from October 2017 to October 2018. The AUBG EMBA Admissions Office must receive the application form and all required documents by **September 20, 2017**. It is acceptable for candidates to start sending the application form to the Admissions Office and then send additional required documents (TOEFL, etc.) at a later date.

## The Selection Phases

When AUBG receives an application for admission, it carries out a pre-selection process based on the initial documents sent. The Admissions Committee then lets the candidate know if he/she is considered suitable to proceed to the selection process. The final assessment of each application will take place once the candidate has completed all required tests and submitted all required documents. Candidates admitted into the program must confirm their participation based on deadlines set by the Admissions Office.

## Admissions Requirements

To be considered for admission, candidates must fulfil the following minimum requirements:

- Degree certificate in any discipline
- Minimum of 3 years managerial experience
- Proficiency in English
- Strong motivation
- IT competency and laptop with Internet connection
- Good leadership skills and interpersonal skills

## Application Form

The application form must be completed with accurate and precise information regarding your personal and professional experiences, your reasons for desiring to attend the Program. The application form must be completed with the following documents:

## Degree Certificate

An official degree certificate from the College or University attended, along with a transcript of grades for individual courses/modules. The type of degree, date of graduation, dates of enrolment, grades received and the grading scale must be clearly stated in this documentation.

## Detailed Curriculum Vitae

### Proficiency in English

All applicants must have good written and spoken English and must demonstrate their level of knowledge by taking either the TOEFL or IELTS or PTE Academic or CPE test. A test result may be waived for mother-tongue English speakers and for students who took their degree in English or can document significant professional experience in an English-speaking country.

Candidates for the 2017/2018 edition of the Program must take the test by **September 2017**. At the test site, you will need to specify that you want your results sent directly to AUBG (for TOEFL by indicating our School Code 2451, Results obtained before 2014 are no longer valid. For further information, go to **TOEFL website: [www.TOEFL.org](http://www.TOEFL.org)**

**IELTS website: [www.IELTS.org](http://www.IELTS.org)**

**PTE website: [www.pearsonpte.com/PTEAcademic](http://www.pearsonpte.com/PTEAcademic)**

**CPE website: [www.cambridgeesol.org/exams/cpe](http://www.cambridgeesol.org/exams/cpe)**

## Satisfactory scores on English language proficiency tests:

Paper based TOEFL – 550

iBT – Internet based TOEFL - 80

IELTS – 6,5

ESOL - University of Cambridge Examinations

CAE (Certificate in Advanced English) - B

CPE (Certificate of Proficiency in English) – C

**English Language Proficiency Tests Waivers:** The AUBG EMBA Admissions Committee may waive the requirement for English language proficiency tests for:

- Native speakers of English language;
- Non-native speakers of English language who have completed a full-time Bachelor's degree program in an accredited university with instruction in English within 5 years of the date of application to the AUBG EMBA program.

### Interview

Candidates will be required to have an interview with a member of the AUBG EMBA Program Admissions Committee. In special cases the interview may take place remotely (by Skype).

### Application for Sponsor Companies

This is to be completed by a company representative (using the "Application for the sponsor company form") only if the company intends to back the participation in the Program of a candidate through partial or total payment of the tuition fee.

### The application for admission must be accompanied by:

- € 60 non-refundable application fee

### The Selection Result

Once the selection process is complete, the Admissions Office will inform the candidates of the result of their application in writing. In no case will the result be communicated by telephone. The selection process will yield one of the following three results:

### Admission

If accepted, the candidate will receive an official letter of admission to the Program. If all the available places have been filled, the School may decide to place the candidate on a waiting list, or offer admission for the next edition.

### Deferment

Admission to the Program is valid only for the year in which the application is submitted. Deferment may be requested for the year following the application, but confirmation of admission is at the discretion of the Admissions Committee.

### Non-Admission

Admission to the Program is highly selective. The selection process assesses the profile of the individual candidate, but also takes into account the composition of the Executive Master of Finance, Banking and Real Estate, which must be consistent with the quality and diversity promoted by the American University in Bulgaria and SDA Bocconi. While fully aware of the commitment that all candidates make in the admissions process, AUBG and SDA Bocconi do not provide individual answers to non-admitted candidates.

**Your Commitment to the Executive Master of Finance, Banking and Real Estate:** Executive Master of Finance, Banking and Real Estate allows you to work and study at the same time.

### Submitting your application:

<http://bocconi-aubg.com/apply/> or  
EMBA@aubg.edu

### On-line

This has to be completed in English and it is available exclusively online. Fill in the online application and send all required documents to:

[emba@aubg.edu](mailto:emba@aubg.edu). Official/original or certified degree certificate / Transcript should be both emailed and sent by post to:

### AUBG EMBA Office

Elieff Center for Education and Culture  
1 Universitetski park str, Studentski grad  
1700 Sofia, Bulgaria  
Tel. +359 02 960 7944

### Document Check

Applicants who submit their application on-line may verify the arrival of their application and confirm that full documentation has been received through our application website. If the candidate has not received any information four weeks after sending the application, contact should be made with the Admissions Service at [emba@aubg.edu](mailto:emba@aubg.edu).

Before presenting your application, please read the brochure carefully. For further information, please contact the Admissions Office during normal business hours from Monday to Friday.

### Financial Commitment

The total tuition fee is € 22,500, and is paid in four instalments:

- 1st instalment: € 3,500 upon acceptance to the Program and by September 15, 2017
- 2nd instalment: € 7,500 by February 10, 2018
- 3rd instalment: € 7,000 by June 10, 2018
- 4th instalment: € 4,500 by September 15, 2018

The fee includes tutorials, teaching materials. Travel expenses and accommodation in Sofia are not included. Each participant must have his/her own laptop.

### Loan Scheme

AUBG will assist candidates in seeking partial or total financing for the Program. For further information, please consult the Loan section of the AUBG website at <https://www.aubg.edu/available-student-loan-programs>

AUBG and SDA Bocconi School of Management reserve the right to cancel the Program with the only obligation to refund the first instalment and with no further liabilities on its part.

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# **Executive Master in Finance, Banking and Real Estate (EMFBRE)**

**2017 - 2018**

Name of Candidate \_\_\_\_\_

School year \_\_\_\_\_

Please respond clearly and thoroughly to all questions and write your name on every page.

Last name \_\_\_\_\_

First name \_\_\_\_\_ Sex \_\_\_\_\_

**PERSONAL DATA**

**Permanent home street address** \_\_\_\_\_

City \_\_\_\_\_

County/State/Province \_\_\_\_\_ Postal code \_\_\_\_\_

Country \_\_\_\_\_ Telephone \_\_\_\_\_

**Current home street address**

City \_\_\_\_\_

County/State/Province \_\_\_\_\_ Postal code \_\_\_\_\_

Country \_\_\_\_\_ Telephone \_\_\_\_\_

Fax \_\_\_\_\_

Private e-mail\* \_\_\_\_\_

Company e-mail \_\_\_\_\_

**Place and date of birth**

County/State/Province \_\_\_\_\_ Day \_\_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_\_

Your nationality \_\_\_\_\_

\* Unless otherwise indicated, personal e-mail will be used by the Admissions Service

**GRADUATE DEGREE**

Degree earned in the discipline of \_\_\_\_\_

University attended \_\_\_\_\_

Date of enrolment \_\_\_\_\_ Date of graduation (diploma awarded) \_\_\_\_\_

Final Grade average \_\_\_\_\_ Grade scale \_\_\_\_\_

Major subjects studied \_\_\_\_\_

Final thesis \_\_\_\_\_

Name of Candidate \_\_\_\_\_

GRADUATE DEGREE 2

Degree earned in the discipline of \_\_\_\_\_

University attended \_\_\_\_\_

Date of enrolment \_\_\_\_\_ Date of graduation (diploma awarded) \_\_\_\_\_

Final Grade average \_\_\_\_\_ Grade scale \_\_\_\_\_

Major subjects studied \_\_\_\_\_

Final thesis \_\_\_\_\_

Study grants, awards, and other recognition earned in educational, cultural, or social environments:

Significant stays abroad (at least three consecutive months):

Name of Candidate \_\_\_\_\_

Total years of full-time work experience accrued up until the start of this program \_\_\_\_\_

**Current employer** \_\_\_\_\_

Business street address \_\_\_\_\_

City \_\_\_\_\_

County/State/Province \_\_\_\_\_ Postal code \_\_\_\_\_

Country \_\_\_\_\_ Telephone \_\_\_\_\_

Fax \_\_\_\_\_

Current employer's field of activity \_\_\_\_\_

Initial position \_\_\_\_\_ from (m/y) \_\_\_\_\_

Current job title \_\_\_\_\_ from (m/y) \_\_\_\_\_

Functional Area \_\_\_\_\_

Describe your responsibilities, and career progress (give examples of experiences managing human and financial resources, indicating the level of responsibility):





Name of Candidate \_\_\_\_\_

Explain the most significant goals you think you have achieved so far and the reasons for their importance in your personal growth:

Name of Candidate \_\_\_\_\_

Describe what you learned from a leadership situation where your management skills proved insufficient:

Describe your strong points, personal and professional, explaining why you see them as such:

Name of Candidate \_\_\_\_\_

Describe your weak points, personal and professional, explaining why you see them as such:

What are the reasons that lead you to ask to be admitted to the Executive Master in Finance, Banking and Real Estate program at this point in your life?

Name of Candidate \_\_\_\_\_

What other possibilities have you seriously considered, apart from the Global EMBA program, for reaching your goals of personal and professional growth?

Have you applied to other business schools?

Yes

No

If yes, which ones and why?

Name of Candidate \_\_\_\_\_

What are your short-term professional goals (within the next four years)?

What are your long-term professional goals?

Are you including the application of a sponsor company? Yes No  
TESTS TO BE TAKEN OR ALREADY TAKEN

Have you taken the TOEFL/IELTS/PTE/CPE? Yes No

If not yet taken, please indicate the scheduled date Date of test: \_\_\_\_\_

Score: \_\_\_\_\_

The undersigned verifies that they understand and accept the conditions that govern admission to the Executive Master in Finance, Banking and Real Estate program at AUBG/SDA Bocconi. They also verify that all information contained in this document is complete and truthful.

Candidate's signature \_\_\_\_\_ Date \_\_\_\_\_

**Candidate**

Last name/First name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ County/State/Province \_\_\_\_\_ Postal code \_\_\_\_\_

Country \_\_\_\_\_ Tel. \_\_\_\_\_ Fax \_\_\_\_\_

Methods of payment for the admissions-processing fee for the EMFBRE 2017-2018 edition (Eur 60):

**Bank transfer should be made to:**

**Name of the Bank:** Raiffeisenbank EAD, Branch Blagoevgrad,  
T. Aleksandrov str. 47, 2700 Blagoevgrad

**Account Name:** American University in Bulgaria

**BGN account Number:** BG37RZBB 9155 1087 0037 16

**EUR account IBAN:** BG85RZBB91551487003789

**BIC /SWIFT/ N:** RZBBBGSF

**Credit card:**

**Online payment.** Please go to: <https://www.aubg.edu/payments>

Please return this filled-out form together  
with the Application for Admission.

**American University in Bulgaria**  
EMBA Office  
Elieff Center for Education and Culture  
1 Universitetski park Str., Studentski grad  
1700 Sofia  
Bulgaria

tel. +359 (2) 960 7924  
tel. +359 (2) 960 7944

[emba@aubg.edu](mailto:emba@aubg.edu)  
<https://www.aubg.edu/bocconiaubg>