

PLEASE DO NOT COMPLETE	
Préavis Immatriculations:	<input type="radio"/> admissible <input type="radio"/> refusé/e
Condition Immatriculations:	<input type="radio"/> obtention BA/BSc <input type="radio"/> autre
Préavis Faculté:	<input type="radio"/> admis/e <input type="radio"/> refusé/e
Condition Faculté:	<input type="radio"/> obtention BA/BSc <input type="radio"/> autre
Décision:	<input type="radio"/> admis/e sans condition
Avec:	<input type="radio"/> BA/BSc <input type="radio"/> MA/MAs <input type="radio"/> OTA <input type="radio"/> pas échec déf. <input type="radio"/> autre:
Dossier reçu le	Visa Attestation envoyée le Visa
A demander:	<input type="radio"/> ex-mat <input type="radio"/> notes 12-13 <input type="radio"/> RR <input type="radio"/> Taxe retard <input type="radio"/> A pré-inscrire

Please glue
your photograph here

PLEASE FILL IN CAPITAL LETTERS

1.A REGISTRATION FOR

- ☐ Executive MBA - Healthcare Focus
- ☐ Executive MBA - Finance Focus

1.B INTAKE

- ☐ SEPTEMBER 2013 Intake
- ☐ SEPTEMBER 2014 Intake

2. PERSONAL DATA

Swiss student N° (compulsory if you have already been registered at another Swiss university, HES/HEP or EPFL/EPFZ)

Last name Maiden name

First name Date of birth (DD/MM/YY)

Citizenship Place of birth

Canton and commune of origin Mother tongue

E-mail address Gender ☐ F ☐ M

Marital status ☐ single ☐ married ☐ divorced ☐ widow/er ☐ registered partnership ☐ Permit ☐ C ☐ B ☐ refugee ☐ diplomat ☐ none ☐ other:

Do you have children? ☐ no ☐ yes, how many? AVS N° / / /

3. ADDRESS IN SWITZERLAND DURING YOUR STUDIES AT UNIL

(to be communicated asap, as it will be used for all correspondence)

As of / /

C/o

Postcode

Phone n°

Street n°

City

Fax n°

4. PERMANENT ADDRESS

Last name First name

C/o Street n°

Postcode City Canton (in Switzerland) or Country

Private Phone n° Fax n°

Mobile n° Work Phone n°

5. SECONDARY SCHOOL LEAVING CERTIFICATE

5.1 General Data

Year of issue of secondary school leaving certificate

Legal place of residence at the time the certificate was issued (required)

Commune Canton

Name of the school having issued the secondary school leaving certificate

5.2 Diplôme de fin d'études secondaires suisse (to be filled by holders of Swiss certificates only)

5.2.1 Nouvelle maturité cantonale reconnue par la Confédération

- ☐ option : langues anciennes (latin et/ou grec) ☐ option : langue moderne (troisième langue nationale, anglais, espagnol ou russe)
- ☐ option : biologie et chimie ☐ option : physique et application des mathématiques ☐ option : musique
- ☐ option : économie et droit ☐ option : philosophie / pédagogie / psychologie ☐ option : arts visuels

5.2.2 Autre maturité suisse

- ☐ cantonale, reconnue par la Confédération, type ☐ délivrée par la Commission suisse de maturité, type
- ☐ cantonale, non reconnue par la Confédération, type

- 5.2.3 Autre diplôme suisse permettant l'immatriculation** ☐ passerelle Dubs
- ☐ préalable UNIL

5.3 Foreign secondary school leaving certificate

Exact title of certificate

Average grade/mark obtained

Country of issue

6. UNIVERSITY STUDIES

6.1 Name of university (or HES) Number of semesters

Country.....

Subject area from (year) to (year)

Exams	passed	failed	final failure/elimination	Exams	passed	failed	final failure/elimination
1 st year	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	4 th year	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2 nd year	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	5 th year	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3 rd year	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	6 th year	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Did you obtain a degree? ☐ no ☐ yes Exact title of the diploma

..... ☐ forseen (date:.....)

Grade Point Average (please give scale).....

6.2 Name of university (or HES) Number of semesters

Country.....

Subject area from (year) to (year)

Exams	passed	failed	final failure/elimination	Exams	passed	failed	final failure/elimination
1 st year	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	4 th year	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2 nd year	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	5 th year	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3 rd year	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	6 th year	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Did you obtain a degree? ☐ no ☐ yes Exact title of the diploma.....

..... ☐ forseen (date:.....)

Grade Point Average (please give scale).....

6.3 Name of university (or HES) Number of semesters

Country.....

Subject area from (year) to (year)

Exams	passed	failed	final failure/elimination	Exams	passed	failed	final failure/elimination
1 st year	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	4 th year	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2 nd year	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	5 th year	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3 rd year	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	6 th year	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Did you obtain a degree? ☐ no ☐ yes Exact title of the diploma.....

..... ☐ forseen (date:.....)

Grade Point Average (please give scale).....

6.4 Did you study in other universities (or HES) ? ☐ yes ☐ no if yes, please provide the details on a separate sheet.

7. WORK EXPERIENCE

7.1 Total number of years of employment:

7.2 Professional Positions held since your graduation:

In chronological order starting with the most recent one. Please note that salary information is kept confidential and used solely for statistical purposes.

7.2.1 Current Function/title.....

Dates (from - to) Employer

Sector..... Company size (employees and turn-over).....

Country where employed..... City where employed.....

Main responsibilities and budget(s) under your control.....

.....

Employees under your authority..... Final Salary.....

7.2.2 Function/title.....

Dates (from - to) Employer

Sector..... Company size (employees and turn-over).....

Country where employed..... City where employed.....

Main responsibilities and budget(s) under your control.....

.....

Employees under your authority..... Final Salary.....

7.2.3 Function/title.....

Dates (from - to) Employer

Sector..... Company size (employees and turn-over).....

Country where employed..... City where employed.....

Main responsibilities and budget(s) under your control.....

.....

Employees under your authority..... Final Salary.....

7.2.4 Other relevant work experiences

Employer	Sector	Country	Dates	Title	Main responsibilities

(insert additional positions if necessary)

7.3 Positions of Responsibility held outside professional activity

Organisation	Sector	Country	Dates	Title	Main responsibilities

7.4 Current/future employer support:

Does your current/future employer support your ambitions to complete the Executive MBA, by means of financial support or through paid or unpaid working time flexibility ? Please give details.

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8. ADDITIONAL DIPLOMAS / CERTIFICATIONS

8.1 GMAT

Date	Overall score	% Quantitative	% Verbal	AWA

8.2 TOEFL / IELTS / Cambridge proficiency

Test	Date	Total	Components			
			Listening	Reading	Writing	Speaking

8.3 Other diplomas and certifications

Diplomas	Field	Institution	Country	Graduation date

9. LANGUAGE SKILLS

Language	Native	Fluent	Working knowledge	Elementary
English				

10. APPLICATION TO OTHER EXECUTIVE MBA / MBA PROGRAMMES

Are you applying to other Executive MBA / MBA programmes? ☐ yes ☐ no
if yes, please complete.

Name.....

Country.....

Name.....

Country.....

Name.....

Country.....

11. ESSAYS

11.1 Essay I

Undertaking an Executive MBA is a major investment in time and money. Explain your motivation for undertaking the Executive MBA programme at HEC Lausanne. Discuss how you expect this experience to impact your career. Please give word count **(max 300 words)**.

11.2 Essay II

How would your subordinates at work describe you as a person? Include a discussion of what you think they perceive as your main strengths and weaknesses. Please give word count (**max 250 words**).

(insert additional pages if necessary)

Choose **one** of the following two essays.
Please give word count (**max 300 words**). Be sure to state your choice of essay.

12. REFERENCES

Your referees will need to fill out the separate reference forms.
The reference forms must be sent to us **unopened**.
If your referee sends the form to us directly, it is your responsibility to make sure we have received it.
Only professional references are accepted, references from relatives are not suitable.

Last name.....	First name.....
Function.....	Company.....
Street address.....	Postal code.....
City.....	Country.....
Tel. n°.....	Fax n°.....
Mobile n°.....	Email.....

Last name.....	First name.....
Function.....	Company.....
Street address.....	Postal code.....
City.....	Country.....
Tel. n°.....	Fax n°.....
Mobile n°.....	Email.....

13. HOW DID YOU FIND OUT ABOUT THE EXECUTIVE MBA HEC LAUSANNE ?

UNIL EPFL websites	<input type="radio"/> www.unil.ch	<input type="radio"/> www.hec.unil.ch	<input type="radio"/> www.hec.unil.ch/executivemba
	<input type="radio"/> www.hec.unil.ch/iems	<input type="radio"/> www.epfl.ch/mot	<input type="radio"/> www.formation-continue-unil-epfl.ch
Other websites / portals	<input type="radio"/> www.mba-hec-lausanne.ch	<input type="radio"/> http://a3.epfl.ch	<input type="radio"/> www.topmba.com
	<input type="radio"/> www.postgraduate.ch	<input type="radio"/> www.accessmba.com	
	<input type="radio"/> Others: please specify.....		
Google	<input type="radio"/> Google search engine	<input type="radio"/> Google Ads	
Advertisements	<input type="radio"/> Le Temps	<input type="radio"/> L'Hebdo	<input type="radio"/> NZZ am Sonntag
	<input type="radio"/> Others: please specify.....		
Flyer / Brochure	<input type="radio"/> Flyer	<input type="radio"/> Brochure A4	
Mailing / E-mailing	<input type="radio"/> Mailing	<input type="radio"/> E-mailing	
Fairs / Conferences	<input type="radio"/> QS World MBA Tour GE	<input type="radio"/> QS World MBA Tour ZH	<input type="radio"/> Access MBA 1to1
	<input type="radio"/> TopMBA Connect 1-2-1 GE	<input type="radio"/> TopMBA Connect 1-2-1 ZH	<input type="radio"/> 7 à 9 Conferences
	<input type="radio"/> Information Evening Executive MBA HEC - UNIL		
	<input type="radio"/> Others: please specify.....		
MBA/EMBA alumni	<input type="radio"/> Please specify.....		
Current participant	<input type="radio"/> Please specify.....		
HEC Faculty member	<input type="radio"/> Please specify.....		
Others	<input type="radio"/> Please specify.....		

14. OTHER INFORMATION

Is there anything else we should know about you to evaluate your application fairly? In particular, please provide information about any period not accounted for in the preceding questions. Insert an additional page if necessary.

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I HEREBY CERTIFY THAT:

- (I) I have not been excluded (échec définitif) from a Management Science department of another University
- (II) I will communicate any exclusion to the University of Lausanne (UNIL) should this occur after submitting this form
- (III) The above statements are correct and complete, failing which I may be excluded from UNIL
- (IV) UNIL is authorised, if necessary, to verify my diplomas and results with the school or university of issue
- (V) I accept that the above data may be communicated by the university subject to Federal and Cantonal laws concerning data protection
- (VI) I realise that the study tour abroad is a mandatory component of the completion of the Executive MBA HEC Lausanne programme:

(VI - 1) If I am offered a place in the Executive MBA programme AND once I confirm my participation in the programme, I understand that I have to pay the extra Study tour fees, in addition to the programme fees. The Executive MBA office will provide me with full information about this payment in due time.

(VI - 2) I am aware of the fact that insurance for accident, health, medical evacuation and repatriation, applicable outside Switzerland, is required for my participation in the study tour abroad. I am responsible for acquiring all appropriate insurance coverage for the duration of the Study tour.

(VI - 3) I am responsible for obtaining an appropriate visa for the period and the country in which the Study tour takes place, if my nationality requires it.

(VI - 4) I understand that the Executive MBA programme does not take responsibility for any theft or loss of luggage that may occur during the Study tour.

(VI - 5) I acknowledge that I understand and agree to the terms and conditions of the Executive MBA HEC Lausanne Study tour abroad.

- (VII) Furthermore, I hereby authorise the Executive MBA HEC Lausanne to use any photos provided by me or photos taken during my programme participation to promote the programme and the school.

I declare that all of the information in my application form is correct, that the situations described in the essays are true, and that I am the sole author of the essays submitted as part of my application.

By receiving a letter of acceptance, I will be granted admission at the Executive MBA HEC Lausanne. To confirm my participation in the programme and in order to secure a place, I will have to pay the non-refundable down-payment.

Date..... **Signature.....

** Please note that application forms signed electronically will not be processed. Please print out your application and sign it manually before sending it to the Executive MBA office.