

ADMISSION FORM

This form shall be printed and dropped at the university with the required documents.

Your Profile

The mission of the Faculty of Hospitality Management is to supply the hospitality industry with its future managers and superiors.

To succeed in the industry, it takes a certain type of persons with special qualities and abilities. The Faculty of Hospitality Management seeks young men and women in good health, motivated, creative, courageous, having team spirit, the sense of values and languages.

If your profile matches the one described above, and if you would like to apply to the Faculty of Hospitality Management, you will need the following:

Admission Requirements:

BACHELOR OF SCIENCE (BS)

- Secondary school certificate or equivalence: Baccalaureate, or Hospitality Technical Baccalaureate, or Freshman
- An excellent written and verbal command of English, plus a good knowledge of French.
- A completed application form and accompanying documents, including 2 personal essays.

MASTER OF SCIENCE (MScHM)

- Bachelor degree in Hospitality Management or Business or equivalent qualification, certified by the Ministry of Higher Education.
- GPA 75/100
- Significant relevant work experience minimum one year.
- SMET or TOFEL
- GMAT
- Committee Interview

The Faculty of Hospitality Management has a very ambitious vision, so candidates who present the minimum requirements are not necessarily guaranteed acceptance.

The Selection Process

Every candidate should fill in the application form and present it to the admission department of the faculty, along with all required documents and two personal essays.

If the file is accepted, the candidate will be called for an interview with professors of the faculty and members of the SIR (Students and Industry Relations) department.

Language Requirements

Candidates must possess an excellent written and verbal command of English, plus a good knowledge of French.

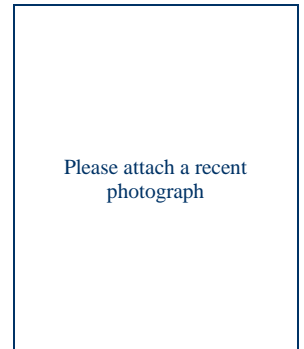
Deadline

There are two intakes per year, so application deadlines are: 26th of September for Fall Semester and 15th of February for Spring Semester.

PLEASE FILL IN THE FOLLOWING FORM

Reserved to the Administration

Date of application: _____
 Date of file admission / rejection: _____
 Interview date: _____
 Participants : _____
 Date of admission / rejection decision : _____
 Signature of the Dean: _____



A. Personal Information

I am applying for entry into: BS MScHM
 Family Name _____ First name _____
 Gender Male Female
 Date of birth _____ Place of birth _____
 Nationality _____ Register N° _____
 Present City of Residence _____
 Marital Status Single Married
 Name of Spouse _____ Other _____
 Profession _____ Working schedule _____

B. Family Information

Father		Profession		Tel	
				Tel	
Mother		Profession		Tel	
				Tel	
Sisters and Brothers			Profession or school		

C. Address

City _____ Area _____
Street _____ Building _____
E-mail _____ Fax _____
Country and area code Number
Telephone _____ Mobile _____
Country and area code Number

D. Education

Have you already obtained your diploma of: **BS Applicants** secondary education Yes No **MScHM Applicants** Bachelor or other Yes No

When will you obtain / did you obtain this diploma? _____
Month Year

In which country will you complete / did you complete your education? _____
Country

Please specify the main language of instruction during the last three years of your education:

Language of instruction

Please list all secondary educational institutions you attended, starting with the most recent:

Year	Grade Level	Name of School	Country	Language of Instruction	Diploma Awarded

Please list all colleges and universities you attended:

Year	Name of University / College	Area of Study	Country	Language of Instruction	Degree Awarded

E. Language Skills

Please rate your proficiency in English and list and rate any other languages you speak. Please select only one mother tongue.

	Mother tongue	Fluent	Good	Basic	Where and how did you learn this language?
English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other languages	Mother tongue	Fluent	Good	Basic	Where and how did you learn this language?
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

F. Work Experience

Please list here any jobs that you have held in the last five years. Please include military service:

Dates (From - To)	Company	City / Country	Type of work	Number of weeks worked	Hours per week worked

G. Extra-Curricular Activities

Please list your principal extra-curricular activities, as well as your hobbies and preferred pastimes, in order of their importance to you.

H. Miscellaneous

Is there any additional information that you feel the Admissions Commission should consider in evaluating your application? If yes, please provide details below.

I. How did you first hear about the Faculty of Hospitality Management?

[] Faculty Student _____ Name of student
[] Faculty alumnus _____ Name of alumnus
[] Faculty or staff member _____ Name of faculty or staff member
[] Someone working in the hospitality industry _____ Name and position
[] School counselor _____ Name of counselor and school
[] Article in the press _____ Name of publication
[] Advertisement _____ Name of publication
[] Internet _____
[] Other _____ Please specify

Have you visited the faculty of Hospitality Management? [] Yes [] No

If yes, when? _____ Date of your visit (Month/Year)

I certify that all information I have provided in this application package is true, accurate and complete and that all written responses are my own work. I am committed to apply Faculty regulations when I become aware of them.

Date

Signature

Additional Requirements

For Bachelor of Science Applicants

Essays

On separate sheets, please respond to the following essay questions. Prepare your essays carefully, as they are your opportunity to provide unique information about yourself, your motivation and your interests. Please limit your responses to each topic to no more than two pages of typed double-spaced text. Please write your name on each sheet of paper.

1. What does hospitality mean to you?
2. Why do you believe you should be admitted to the Faculty of Hospitality Management and what will you be able to contribute that is unique and would make you a valuable member of the Faculty community?

For Master of Science Applicants

Study Plan and Post Plan for MScHM Applicants

On separate sheets, prepare a typed Study and Post Plans, signed and dated / 500-800 words total that includes details on you.

Application Checklist Requirements

Before admitting your application, please carefully review the Application Checklist below. Please note that your application will not be processed until the Faculty Admissions office has received all of your documents. If you are in your final education year, you may submit the copy of your final diploma as soon as they become available.

For Bachelor of Science

- Completed and signed application form
- Three certified passport photo
- New individual extract of civil status (not older than 3 months)
- New familial extract of civil status (not older than 3 months)
- Filled Faculty Form for the Social Security funds
- Two essays on separate sheets of paper
- Certified copy of your secondary education diploma: Baccalaureate or Hospitality Technical Baccalaureate or copy of the freshman certificate
- Copies of any employment certificates

For Master of Science

- Completed and signed application form
- Three certified passport photo
- New individual extract of civil status (not older than 3 months)
- New familial extract of civil status (not older than 3 months)
- Filled Faculty Form for the Social Security funds
- An official transcript of your undergraduate record
- Baccalaureate or equivalent certified by the ministry of Higher Education
- Two recommendation letters issued by lecturers who had you as a student
- Study Plan
- Post Plan