

NEC Application Form

Section 1: Study Program

I am interested in applying for:

- Foundations of Business Program**
- B.A.** - **International Management**
- M.A.** - **International Management**
- M.B.A.** - **International Business**

I prefer to start in:

- October
- February
- June

Year: _____

Please note:

Not all programs can be started during the Summer semester. Please contact our Admissions Department (admissions@new-european-college.com) for more details.

For students without any previous knowledge about business, it is recommended to start your studies in October (MBA only)

Section 2: Personal Information

First Name : _____

Middle Name: _____

Surname : _____

Place of Birth : _____

Date of Birth : ____ . ____ . ____

Nationality : _____

Gender : Female

Male

NEC Application Form

Section 3: Contact Information

Address & Contact Information:

| | | | |
|--------|---------|-------------|---------|
| Street | : _____ | House/Unit# | : _____ |
| City | : _____ | ZIP-Code | : _____ |
| State | : _____ | Country | : _____ |
| Email | : _____ | Cellphone | : _____ |
| Phone | : _____ | | |

Address & Contact Information (Family / Emergency Contact) - only if different from above:

| | | | |
|--------|---------|-------------|---------|
| Street | : _____ | House/Unit# | : _____ |
| City | : _____ | ZIP-Code | : _____ |
| State | : _____ | Country | : _____ |
| Email | : _____ | Cellphone | : _____ |
| Phone | : _____ | | |

Section 4: Previous Education

Secondary School Education (High-School or your local equivalent)

| | | | |
|---------------------|-----------------|---------------------|-----------------|
| Institution | : _____ | | |
| City | : _____ | Country | : _____ |
| Degree | : _____ | GPA | : _____ |
| Duration of Program | : _____ | ECTS/Credits earned | : _____ |
| Start (Month/Year) | : _____ / _____ | Completion | : _____ / _____ |
| ACT | : _____ | SAT | : _____ |
| GMAT | : _____ | | |

NEC Application Form

Section 5: Application Document

Please attach the following documents to your applications:

- Complete and signed application form
- Certified copy of Secondary School Degree including official transcripts of records
- Original TOEFL/IELTS or Cambridge report/certificate
- CV or Resume
(incl. details of your education, language skills, work experience, computer skills, experience abroad & other qualifications)
- Copy of your passport (all applicants) or your identification card (EU citizens only)
- Passport photograph (not older than 6 months)
- Personal Statement (See Section 8 of this form)
New European College is looking for students dedicated to its values: Academic excellence, international orientation and commitment to personal goals and achievements. Please write approx. 1-2 pages, max. 800 words about yourself, your personal goals and why you have chosen New European College

Send your complete application to (EU citizens only):

New European College GmbH
Admissions Officer
Wolfratshauer Strasse 84
81379 München
Germany

Send your complete application to (Non-EU citizens only):

admissions@new-european-college.com

Please note that you will have to bring the original documents with you when travelling to Munich for the first time. The authenticity of your documents will be verified on site and the documents will be returned to you after verification (usually on the same business day).

Section 6: Financing your studies (International Applicants only)

Financial Declaration (to be signed by parent / guardian / bank clerk):

In addition to the regular tuition fees as stated in the current price list you will need approx. 900 € per month to cover your living expenses including rent during your studies in Munich.

We hereby confirm, that Mr. / Mrs. _____ has at least 900 € per month at his / her disposal to cover all living expenses including rent during the first year of studies at New European College in Munich, Germany.

City, Date: _____

Signature: _____

NEC Application Form

Section 7: Application Statement

This statement must be signed only by the Applicant:

I, _____ am hereby applying for admissions and subsequent enrolment at New European College if my application process is completed successfully. I do understand, that I do not have the right to be admitted and enrolled if the admissions requirements as stated in this application and on our website are not met. Upon successful admission I will receive an offer letter and an educational contract governing the tuition and other fees that has to be signed before the enrolment can be executed.

With my signature I also confirm that the information I have given in this application form is correct and that no relevant information has been knowingly withheld. I understand that making false or fraudulent statements as part of this application form or during the entire application process may result in denial of admission.

I hereby testify that I have read the information regarding the payment procedures, refunds, deposits and the information for International Applicants and I agree with all of them.

City, Date: _____

Signature: _____

This statement must be signed only by Non-EU Applicants:

I understand that I need a valid student visa for studying at the New European College. Should I be unable to obtain a valid visa I will inform New European College GmbH immediately. I understand that I will not be enrolled without a valid students visa and I will not be able to start my studies. Once in Germany I will keep track of the status of my student visa during my studies and extend it, whenever necessary.

City, Date: _____

Signature: _____

NEC Application Form

Section 8: Personal Statement

Here is some space for your personal statement:

City, Date: _____

Signature: _____

NEC Application Form

Addendum - Description of the Application Process

1. The student's application is processed once New European College receives the completed application form, the necessary documents, and the application fee of 65€ is paid.
2. The necessary on-site or online entrance examination and interview will be scheduled after verification of the application.
3. If all requirements are met, the student will receive a provisional acceptance letter. At this point, the student must transfer the deposit payment of 2,000€ as well as the enrolment fee of 425€. The deposit will be used as an advance on your first two tuition fees.
4. Upon receipt of the above-mentioned payments, the student will receive an offer letter and the educational contract, which enables the student to apply for the student visa in Germany.
5. Once the signed educational contract is sent back to New European College, the student receives a confirmation of enrolment, an orientation package as well as the invoice for the remaining tuition fees.
6. After payment of the remaining first semester tuition fee, the student will receive the official matriculation document.

We look forward to having you on campus here in Munich! Please contact us anytime should you have any questions or concerns. We will be happy to assist you wherever we can!

New European College GmbH
Admissions Team
admissions@new-european-college.com

Addendum - Deposit & Refund Policies

- After we have accepted your application you have to pay a deposit (2,000 € deposit fee + 450 € enrolment fee) to secure your spot in the program.
- Your deposit will be used as an advance on your first two tuition fees.
- Please note, that the deposit is non-refundable. However, should you not be able to obtain a visa to study in Germany, we will pay back your deposit less 250 € administrative fees once you have sent us proof from the embassy in your home country, that your visa has been denied indefinitely.