

# APPLICATION FORM

## SECTION 1: STUDY PROGRAM

I am interested in applying for:

- 4 year Bachelor of Arts (B.A.) in International Management  
(including mandatory 1-Year Pathway to Bachelor Program)
- 3 year Bachelor of Arts (B.A.) in International Management
- 2.5 year Master of Arts (M.A.) in International Management for non-Business Graduates
- 2 year Master of Arts (M.A.) in International Management
- 1.5 year Master of Business Administration (MBA90)
- 1 year Accelerated Master of Business Administration (MBA60)

I am interested in applying for:

- Winter Semester (October)
- Summer Semester (February)    Year

I learned about New European College through:

Friend / Family member / Alumnus

Name of contact Person:

Agency

Name of institution:

Social Media (*Facebook, Twitter, Instagram, Vkontakte, LinkedIn, Xing*)

Please specify:

New European College Employee

Name of contact Person:

Educational Website (*Masterstudies.com, Educations.com, Goabroad.com, Findauniversity.com, Learn4good.com, Mba.de, other*)

Please specify:

Fair / Exhibition

Name of event:

Search Engine (*Google, Yahoo!, Bing, Yandex*)

What was your search criteria/keywords:

Other

Please specify:

SECTION 2:  
**PERSONAL INFORMATION**

First Name

Middle Name

Surname

Place of birth

Date of birth (day/month/year)                    /                    /

Nationality

Gender    Male    Female

Mother Tongue

What other languages do you know?

*(Example Russian (B1), French (C1)...)*

SECTION 3:  
**CONTACT INFORMATION**

Address & contact information:

Street

House / Unit#

City

ZIP-Code

State

Country

Email

Cellphone

Telephone

Skype

SECTION 4:

**PREVIOUS EDUCATION**

Secondary school education (high-school or your local equivalent)

Institution

Degree

GPA

Program duration

Program start / Program end /  
(month/year)

City

Country

ACT

AP

SAT

**PREVIOUS EDUCATION (FOR MASTER APPLICANTS ONLY)**

Undergraduate studies

Institution

Degree

GPA

ECTS / Credits

Program duration

Program start / Program end /  
(month/year)

City

Country

SECTION 8:

**APPLICATION STATEMENT**

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. 800 words about yourself, your personal goals and why you have chosen New European College.  
Please attach certificates to support your application.*

SECTION 6:

**APPLICATION DOCUMENTS**

1. Completed and signed application form
2. Original TOEFL / IELTS / Cambridge Report / PTE Certificate:
3. Copy of passport (EU-applicants can submit identification card)

Undergraduate & Foundation applicants only:

Certified copy of secondary school degree including official transcript of records together with certified translations in German or English

Graduate applicants only: Certified copy of undergraduate degree and official transcript of records together with certified translations in German or English

MBA applicants only:

- Recommendation Letters
- Curriculum Vitae (CV) / Resume

**Please send the complete application in a PDF format to the E-mail address below:**

admissions@new-european-college.com

**Alternatively please submit the complete application via post to the following address:**

New European College GmbH  
Admissions Officer  
Wolfratshauser Strasse 84  
81379 Munich  
Germany

*Please note that you are required to bring the original versions of all documentation that you supported the initial application with when travelling to Munich for the first time. The authenticity of your documents will be verified on site and all documents will be returned after verification.*

## TERMS & CONDITIONS FOR APPLICATION SUBMISSION TO NEW EUROPEAN COLLEGE

I am hereby applying for admission 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 admission 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 which have to be signed before the enrolment can be executed.

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.

### **Applicable to non-EU applicants:**

I understand that I need a valid student visa for studying at 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 student 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.

*(Please check the box)* I hereby testify that I have read and accept all terms & conditions of my application and enrolment provided by New European College and agree to pay the Application Fee of € 50.00.

## ADDENDUM

### Description of the application process:

1. Applicants must fill-out, sign and submit the NEC application form.\*
2. A soft copy of the admission documents must be sent to the admission department at New European College.
3. An application fee of € 50 must be transferred to the below stated account for us to begin processing the application:

New European College GmbH  
Deutsche Bank AG  
IBAN DE29 7007 0024 0144 0502 00  
BIC DEUTDEDBMUC

4. The necessary entrance examination and interview will be scheduled after verification of the application\*.
5. If all requirements are met, you will receive a soft copy of the provisional acceptance letter. You must then transfer the enrollment fee of € 650 (EU applicants) or € 900 (Non-EU applicants). Non-EU applicants must also pay the advanced tuition fee of € 3,000.\*\*
6. Upon receipt of the above-mentioned payments, the educational contract and the offer letter, which enables the student to apply for the German student visa, will be issued. The invoice for the first tuition fees will be included in the package. A soft copy of the signed educational contract needs to be sent to the admissions representative.
7. After payment of the first semester tuition fee the student will receive the matriculation document given upon arrival of the student on campus

*\* Please send all your documents and direct all inquiries to the admission department at New European College (admissions@new-european-college.com).*

### \*\*ADDENDUM

#### Deposit & Refund

- The enrollment fee & advanced tuition payment secure the student a place in the academic program.
- The advanced tuition payment is deducted from the tuition fees of the first two semesters of the respective academic program.
- Please note that all fees are subject to change.
- Should the visa still be denied after the student has appealed the initial visa denial because the applicant does not fulfill the official requirements (e.g. failed interview, insufficient proof of funds, inadequate documents) of the German embassy/consulate, the advanced tuition payment and enrollment fee will not be refunded.