



THE SOURCE FOR PURCHASING

ADMISSION REQUIREMENTS

- University degree or equivalent
- At least 3 years professional experience
- For those without a University degree: 8 years of professional experience and a managerial position
- Personality and motivation

We are looking for professionals with the potential to become leaders with the ambition to progress further and who are able to motivate, inspire others, take risks and make the difference.

ADMISSION PROCESS

To be considered for admission, a candidate must submit:

- The application form including two identity photos
- Two letters of recommendation
- College and University Academic Transcripts
- A Graduate Management Admissions Test (GMAT) score report
- A Test of English as a Foreign Language (TOEFL) score report

In addition the Admission Committee members will interview candidates at the EIPM. Special arrangements may be set for those unable to travel to the EIPM. The interview will be held in English.

CANCELLATION POLICY

- Registration fee: 25% of the course fee.
- During the course, if the participant decide to stop the training: 25% of the course fee & 1500€ per module attended is due.

Dr Jean-Paul Susini
MBA Programme Director

The European Institute of Purchasing Management
Bât. Le Mont Blanc II – Site d'Archamps – 74160 Archamps
Tel : +33 450 31 56 85 – Fax : +33 450 31 56 80 – www.eipm.org

1 - Personal Information

Miss Mrs Mr

Family name: _____

First name: _____

Date and place of birth (town and country): _____

Nationality: _____

Marital status: _____

Number of children: _____

Home address: _____

Telephone: _____ Fax: _____

Private e-mail address: _____

Company name: _____

Company address: _____

Telephone: _____ Fax: _____

Mobile Phone: _____

E-mail address: _____

2 - Educational Background

a - University

Establishment	Period Attended	Diplomas / Qualifications + Specialisation

b - Other educational courses / Continuing education etc.

Establishment	Period attended	Diplomas / Qualifications + Specialisation

c - Language proficiency

Knowledge of languages	Mother tongue (1)	Proficiency (1)			
		Fluent	Good working knowledge	Conversational	Basic
English					
French					
Spanish					
Italian					
German					
Other:					

(1) Check the appropriate box

5 - Signature of Applicant

To the best of my knowledge all information I have provided in this application form is both accurate and true.

Signature: _____ Date: ____ / ____ / ____

PLEASE
ATTACH
ONE
PHOTO HERE

PLEASE
ATTACH
ONE
PHOTO HERE

PLEASE
ATTACH
YOUR BUSINESS CARD

If the candidate is sponsored by his / her company,

Purchasing manager

Human Resources manager

Name: _____

Name: _____

Phone: _____

Phone: _____

Fax: _____

Fax: _____

Signature: _____

Signature: _____

Application checklist

- Fully completed application
- 2 photographs
- Letters of reference from 2 referees
- A copy of your degrees / diplomas
- GMAT & TOEFL Scores
- For company sponsored candidates: the Human Resources and Hierarchical Managers' signature or a letter confirming the company's engagement to sponsor the candidate.

All information within this brochure are strictly confidential



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Letter of Recommendation

Candidate's family Name : _____

First name : _____

Phone : _____ Fax : _____

To the person who will fill-in this letter of recommendation: The MBA Programme of the European Institute of Purchasing Management is a demanding educational programme. It requires participants to have personal commitment to deal with an intensive training programme, professional duties and family life.

Our selection processes consists of a pre-selection, based on the candidate's Application Form and two Letters of Recommendation, and a final interview with a panel of professionals and faculty members.

Your assessment will have a major role to assist the Admission Committee in the pre-selection phase and the final interview.

Please return this letter as soon as possible by fax or by mail to the following address. The candidate's selection process will start only when all documents have been received (including your letter):

The European Institute of Purchasing Management
Bâtiment Le Mont Blanc II
74160 Site d'Archamps - France

Thank you for your help.

Jean-Paul Susini
MBA Programme Director
tel.: (33) 6 45 87 46 01
Fax: (33) 4 50.31.56.80
e mail: jpsusini@eipm.org

Please state the nature of your relationship with the candidate:

What would you consider being the candidate's strong and weak points ?

1 - Strong points

2 - Weak points

How do you rate the candidate in the following fields (1)?

	Excellent	Very good	Good	Satisfactory	Weak	Unknown
Competence						
Application to the job at hand						
Creativity						
Interpersonal skills						
Written communication skills						
Ambition to exploit opportunities						
Leadership						

(1) Check the appropriate box

How do you rate the candidate's potential to succeed in a MBA programme specialised in Purchasing (1) ?

Excellent	Very good	Good	Average	Below average

(1) check the appropriate box

If this candidate is sponsored by your company, which are the reasons for you to support him?

Name of referee : _____

Organisation : _____ Position : _____

Address: _____

Phone: _____ Fax: _____

Signature : _____ Date : ____ / ____ / ____