



Your application

Thank you for considering the EMBA-Global Asia programme. The information that follows is designed to help you prepare a competitive application. You can start the process now and use this overview as a guide to:

- Planning your application activities
- Writing your essays
- Gathering the required documentation for your application.

When should I apply?

The timelines on the website are there for you to plan your application timing and let you know when you can expect a decision. If you need to apply outside the deadline to secure an earlier decision please speak to the Admissions Office.

Application timelines: <http://www.emba-global.com/asia/>

We recommend that you submit your application as early as possible.

Online application

Applications for the EMBA-Global programme are completed online. Please visit the website for the latest information and to access the application system: www.emba-global.com/asia/apply/

Full instructions are included within the online application system itself. The application is designed to be completed over several sessions. Once you create your username and password, you can then work on your application at your own pace, saving your work as you go along. You can invite your referees to submit their recommendations, and upload the supporting documents.

Once you have submitted your application, you will be able to check your application status through the same system.

What's in the application?

- Personal data relating to yourself, including educational and employment history, resume, GMAT and any other test scores including tests of English proficiency
- Essays and personal statement
- Letter of company support and recommendations
- Academic documentation (transcripts and certificates) from your undergraduate and post graduate educational experience.

An application is complete when the candidate has provided **all** the documents listed in the checklist, including the application fee. Candidates will not be considered for review or interview stage until this point.

Planning your application

- Book and take the GMAT test (www.mba.com/mba/TaketheGMAT)
- Book and take (if appropriate) a test of English language proficiency (TOEFL/IELTS)
- Choose your recommenders and brief them on the programme
- Request transcripts and certificates and if appropriate arrange translation to English
- Arrange your letter of company support.

EMBA-Global Essay questions

The essay questions are designed to help us build up a picture of you and what you can bring to the class. There are no right or wrong answers and all information is important. We recommend that you observe the maximum word limit which has been indicated for each essay question.

Essay 1 (maximum 500 words)

Why do you wish to participate in the EMBA-Global Asia programme? What do you hope to experience and how will participation in this programme help you to achieve your objectives?

Essay 2 (maximum 500 words)

Please describe a situation, either work or personal, where you faced a particular challenge. What was the outcome and what did you learn from the experience about your own strengths and personal development needs?

Personal statement: (maximum 500 words)

Please tell us about yourself and your background. How do you embody the characteristics of a future global leader? The objective of this statement is to get a sense who you are, rather than what you have achieved professionally.

Letter of company support

A signed letter from an authorised sponsor stating the sponsorship agreement from the company must be submitted with your application. Candidates may be self-sponsored, but their employers are still required to support them in terms of time. Applicants must submit complete information in terms of sponsorship with the appropriate signature from an authorised sponsor. This may be the department head, president, CEO or human resources executive.

Example: Re: Sponsorship of John Doe

The XYZ Corporation is pleased to sponsor John Doe's application to the EMBA-Global Asia programme. John will be completely released from his professional responsibilities on class days, his travel time will be kept at a minimum, and he will be paid his full salary while he is enrolled in the EMBA-Global Asia programme.

The cost of the program will be paid by
Please address billing statements to the following:
Name
Address

Recommendations

You will be asked to provide **two** letters of recommendation using the online recommendation form. These will typically be from your line manager, supervisor, department head or member of the senior management team. You are welcome to provide an academic reference if one is available.

Your application checklist

1. Online application form containing personal, employment and educational information.
2. Two essays and one personal statement.
3. Two recommendations.
4. One page CV/resume.
5. GMAT test score certificate.
6. English test results for non-native English speakers (TOEFL or IELTS).
7. Transcripts of undergraduate/postgraduate degrees. An English translation to be provided by an official translation agency. Both original and translation are required.
8. Letter of support from company (can be submitted at interview/acceptance point).
9. Copy of passport page with picture and identification information.
10. Application fee.

Documents to be sent to the Admissions Office

Application fee if not paid online.

Transcripts and academic documents

Supporting documents if not uploaded to application

Who shall I contact?

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Enquiries and applications from candidates are managed by **HKU Business School**.

Note: Candidates for EMBA-Global programmes are welcome to contact the school in their region.

Europe, the Middle East and Africa:

London Business School

Executive MBA Programmes

Tel: +44 (0)20 7000 7511

Email: embaglobal@london.edu

North, Central, and South America and the Caribbean:

Columbia Business School

Executive MBA Programs

Tel: +1 212 854 1961

Email: apply@gsb.columbia.edu

