



## Application Form

Please fill in the form by typing or writing in neat handwriting  
Where applicable, check the box with the right answer

I am applying for the Master's degree programme in:  Financial Management  
 Business Management

### PERSONAL DATA

Surname: \_\_\_\_\_ Name: \_\_\_\_\_ Title: \_\_\_\_\_

Sex:  male  female

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

Citizenship: \_\_\_\_\_ Native Language: \_\_\_\_\_

Permanent address: \_\_\_\_\_

Contact address: \_\_\_\_\_

International Passport Number: \_\_\_\_\_ Expiration date: \_\_\_\_\_

Email address: \_\_\_\_\_

Telephone (incl. international code): \_\_\_\_\_

### PRIOR EDUCATION

1. Please, list in reverse chronological order all post-secondary education (Bachelor's, Master's and Doctoral) already completed or to be completed in the present academic year.

INSTITUTION	CITY/ COUNTRY	DEGREE AND SPECIALIZATION	DATES OF ATTENDANCE	
			FROM (dd/mm/yy)	TO(dd/mm/yy)

2. Title of thesis or dissertation completed (please, indicate the degree it belongs to), plus a short abstract from the completed thesis or dissertation:

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### EMPLOYMENT DATA

Please, list all relevant work experience in reverse chronological order (internship and volunteer experience should be included):

EMPLOYER	POSITION	CITY/COUNTRY	DATES

### SHORT ANSWERS

Please, write a few sentences to answer the following questions:

1. Do you have a career plan or dream? Please, describe it.
  
2. If you would like to inform us of additional information that you did not report in the application, please, do so.
  
3. How did you learn about the possibility of studying master's degree programmes at Masaryk University, Faculty of Economics and Administration in Brno?

**Declaration:**

I certify that the information given in this application and in the supporting documents is accurate and complete. I understand that the submission of inaccurate information may be sufficient grounds for refusal of admission or termination of registration

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Signature

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Date

**Please, attach the following documents:**

1. Curriculum Vitae
2. Applicant's academic records:
  - a) A copy of the applicant's BA diploma, or documentation indicating that the applicant will receive such a diploma by the time of enrolling in the programme, in the original language, stamped and signed by the authorized university office or by a notary public official. Diplomas whose original language is not English or Czech must be accompanied by an official English language translation, stamped and signed by a translating company or an authorized university office.
  - b) A copy of the final transcript (the record of courses and grades) in the original language stamped and signed by the authorized university office or by a notary public official. Transcripts whose original language is not English or Czech must be accompanied by an official English language translation, stamped and signed by a translating company or an authorized university office.
3. A statement of purpose (approximately 500 words), outlining the applicant's history and presenting his/her motivation in applying to this programme.
4. Documented language competence. Admission to the programme is conditional upon passing the TOEFL exam scoring the minimum of 550 points (paper-based test), or 213 points (computer-based test), or 79 points (internet-based test), or upon obtaining other internationally recognized certificate (e.g. CAE, IELTS, CPE) scoring results equivalent to the TOEFL exam.

Unless otherwise indicated, all application materials must be in English.

**IMPORTANT NOTE:**

Do not forget to fill in the **Masaryk University Application Form on-line** in the MU Information System. This Faculty Application Form is a substantial document which does not substitute for it!

Please, return to:

Office for International Relations, Faculty of Economics and Administration, Masaryk University, Lipová 41a, 602 00 Brno, Czech Republic