



INSTRUCTIONS:

The procedures and criteria for admission given in this section are effective as of the date of publication but are subject to change. The information here is intended for use by students applying for admission for the academic year 2015–2016. This application must be filled out and returned or mailed to the Admissions Office. Online applications are available on <http://auna.com.tn/admissions>

I. DOCUMENTS TO BE SUBMITTED

1. One recent passport-size photo.
2. A photocopy of the identity card or passport (**should be the same as the nationality to be used in registration at AUNA**).
3. Certified copies of professional certificates or diplomas.
4. Official transcripts of grades from all colleges or universities attended (Transcripts should be sent directly to the Admissions Office). Failure to declare enrollment at other institutions could result in invalidation of admission, and any credits or degrees earned.
5. Official scores of the Graduate Management Admission Test (GMAT) or the Graduate Record Examination (GRE) for M.B.A. applicants.
6. Recommendation letters from two professors who are familiar with the applicant's academic performance. These recommendations should be written on the recommendation forms on pages 7 and 9 and submitted along with the application in a sealed envelope. In case the applicant has work experience, a certificate of employment should also be submitted.

II. ENGLISH PROFICIENCY TEST

English is the official language of instruction at **AUNA** and applicants must demonstrate their proficiency in the language by taking one of the following tests:

- Internet-based TOEFL (IBT), with a minimum score of 90, or
- Passing the English Entrance Exam (EEE) administered at **AUNA** with a minimum score of 550.
- English proficiency exams may not be required from applicants from universities recognized by **AUNA** where the language of instruction is English.
- Applicants with EEE scores between 500 and 549, or its equivalent on the TOEFL, have to register for ENG009 Remedial English, a three-credit course, or retake and pass the English test within the first year of enrollment.
- Applicants with EEE scores below 500, or 80 on the Internet-based TOEFL (IBT), will not be accepted in the graduate programs.
- To register for the internet-based TOEFL, please visit www.ets.org/toefl/ibt/about.

III. NOTES

- Only complete applications will be considered.
- All submitted documents become the property of **AUNA** and will not be returned.

V. MAJORS (GRADUATE LEVEL)

► SCHOOL OF BUSINESS

1. Master in Accounting CCA
2. MBA Finance
3. MBA in Corporate Social responsibility CSR
4. MBA in e-Business and Digital Marketing EBDM



APPLICATION FOR ADMISSION TO GRADUATE PROGRAMS

FOR UNIVERSITY USE ONLY	
ID#: _____	Date Received: _____



(USE BLOCK LETTERS)

Please apply to one the American School of Business (ASB)

When do you expect to join ASB? Fall Spring Summer Year _____

1. a. Name in Arabic (as in official documents)

Female Male

الإسم الأول إسم الأب إسم العائلة

b. Name in English (as in official documents)

First Name Father's Name Family Name

2. Nationality to be used in registration at ASB _____ Second nationality (if any) _____

3. Place of birth: City _____ Country _____

4. Date of birth: Day/_____/Month/_____/Year/_____

5. Father's occupation _____ Telephone _____ Still living? Yes No

6. Mother's full maiden name _____ Still living? Yes No

Occupation _____ Telephone _____

7. Spouse's name (if married) _____ Still living? Yes No

Occupation _____ No. of children _____

8. Mailing address (to be used for all admission correspondence)

Building _____ Street _____ P.O.Box _____

City _____ Country _____ Email _____

Telephone _____ Fax _____ Applicant's mobile number _____

9. Residence address (only if different from above)

Building _____ Street _____ P.O.Box _____

City _____ Country _____ Email _____

Telephone _____ Fax _____ Applicant's mobile number _____

10. Name of person to contact in case of emergency _____

Relationship to you _____ Telephone _____

11. Indicate the program of your choice and specify the area of emphasis, if applicable. (Please refer to our website auna.com.tn/academics).

12. List all colleges and universities you have attended, starting with the most recent.

	Full name & address of college or university	Dates of attendance		Major	Diploma or certificate
		From	To		
a.	_____	_____	_____	_____	_____

b.	_____	_____	_____	_____	_____

13. List your academic distinctions, awards, prizes, etc.

14. EMPLOYMENT

Indicate the jobs you have held most recently. (Please make sure to fill out this section carefully and accurately).

a. Present position (if employed)

Job title _____

Responsibilities _____

Date in this position Since _____

Name of employer _____

Name of institution _____

Address of institution _____

b. Previous position (if any)

Job title _____

Responsibilities _____

Dates in this position From _____ To _____

Name of employer _____

Name of institution _____

Address of institution _____



15. In the below section, write in English about your background and your reasons for pursuing graduate work.

I, the undersigned, hereby certify that the above information is accurate and complete. I authorize verification of all statements contained therein and give the university the absolute discretion to use these documents whenever and wherever it deems fit.

I understand that withholding information, misrepresentation, or forgery of the presented documents renders me subject to immediate dismissal from the university and all the applicable legal penalties.

All documents presented by applicants become the property of AUNA . Applicants, whether accepted or rejected, have no right to claim any of these documents.

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Signature of applicant _____

Date ____ / ____ / ____



RECOMMENDATION FORM | GRADUATE PROGRAMS

INFORMATION REQUESTED FROM PROFESSORS

*Please fill out this recommendation form
and return it to the Admissions Office
at the appropriate address given above.*

1. **Name of applicant**

First Name

Father's Name

Family Name

2. **Your name and address**

3. **How long have you known the applicant and in what capacity?**

4. **Given your knowledge of the applicant, how do you rate him/her as a potential graduate student? (Check only one of the following).**

- Outstanding
- Excellent
- Satisfactory
- Poor
- Unsatisfactory
- Cannot rate

5. Do you feel that the applicant's overall undergraduate record provides a good measure of his/her ability to do graduate work? Why or why not?

6. How would you evaluate the applicant's maturity level in terms of attitude, sense of responsibility, and integrity?

Name _____ Title _____

Signature _____ Date ____/____/____