**Applicant, please complete in capital letters.**

Please attach one recent official identity photo:

Title:  Mr  Mrs  Ms

Gender:  Male  Female

Family name:

First name:

Preferred first name:

Home University:

Country of residence:

Date of birth:       /       / 19      Age:

City of birth:       Country of birth:

Nationality 1:       Nationality 2 (*if applicable*):

Passport Number: Passport Number (*if applicable*):

Valid until:       /       / 20      Valid until:       /       / 20

**For French students only:**

INE Number:

**For French students and students who have already lived in France:**

French Social Security Number:

**For ESC Rennes official use only**

|  |
| --- |
| **ESC N°** |
| **Decision:**  **Unconditional approval**  **Conditional approval**  **Refused** |
| **Signature Coordinator International Studies** |
| **Date:** |

|  |
| --- |
| **Only fully completed application forms will be considered. Please complete in capital letters.** |

**1. Student information**

**Your postal address for correspondence before coming to Rennes:**

Street:       N°:       Zip code:

City:       State:       Country:

Telephone:       Mobile phone:         
*(Country Code/Area Code/number)* *(Country Code/Area Code/number)*

E-mail 1:       E-mail 2:

**Emergency contact information:**

Name:       Relationship to you:

Telephone:       Fax:

E-mail:

**2. Present academic standard**

Name of School / University:

Date of Entry (month/year):

Expected date of Completion (month / year):       /

Name of diploma or certificate prepared:      

Is the programme taught in English?:  Yes  No

Previous Business studies  Yes  No

If yes, please give details

Previous CSR studies  Yes  No

If yes, please give details

**3. Language proficiency**

A minimum of B2 level is required. Please attach a copy of the score

TOEFL (score:      )  IELTS (score:      )  TOEIC (score:      )  Other test: (score:      )

Letter of reference signed and stamped by the Home University

Please explain your interest and motivation in attending the summer programme – “*Responsible Management*”.

**4. Application procedure**

**Payment**

* **Fee-paying students**

Early bird fees, before 1 April 2015: € 1 420

Fees after 1 April 2015 (no later than 15 April 2014): € 1 650

The fees include tuition, accommodation, visits. Cultural visits (Saint Malo, Vannes, Mont Saint Michel…)

* **Exchange students**

The fees can be waived for students coming in the framework of an exchange agreement and as part of the incoming / outgoing ratio. Please refer to your home University Coordinator.

In case of waived fees, the cost of transport, accommodation, living costs, cultural visits is to be met by the students.

**Application deadline**

Early bird: 1 April 2015

Final deadline: 15 April 2015

**Cancellation policy**

After 1 April 2015, 5% retained

After 15 April 2015, no fees refunded

**5. Payment details**

**Fees paid through:**

- Bank transfer in Euros to the bank account hereunder

- Cheque payable in Euros to ESC Rennes School of Business

(The fees are payable in Euros) - Proof of payment enclosed

Name of Bank:

-BNP PARIBAS 18 Quai Duguay Trouin - 35000 Rennes - France

Bank Code: 30004 / Desk Code: 02483 / Account number: 00010745715 Key 86

IBAN: FR76 3000 4024 8300 0107 4571 586 - Code SWIFT: BNPAFRPPCRN

Payment Policy:

* This form has to be completed, dated, stamped and signed.
* A proof of payment must be sent back to ESC Rennes School of Business before 15 April 2015.
* ESC Rennes cannot be held responsible for transaction fees, foreign exchange losses and any additional charges, the cost of which must be borne by the candidate.

Reimbursement Policy:

* If the student does not get his/her visa for reasons out of his/her control (written proof required), ESC Rennes will reimburse the tuition fees paid for the ”*Responsible Manager”* summer programme. Dates of appointments at the Embassy are considered under the student’s control.
* If the student decides to cancel his/her enrolment on the “*Responsible Manager*” summer programme, the fees are due and will not be refunded.

*I agree to the conditions above :*

**Date**: …………………………………………………….. **Signature**: ……………………………………………..

**6. Home Institution agreement (mandatory for students on exchange)**

**Registration as an exchange student**

* **Contact’s name** *(Study Abroad Coordinator, Int’l Relations Director, Programme Director, Academic Advisor, etc.)*

Title:  Dr.  Mr. Mrs.  Ms.

Name:       First name:

Position:       University:

Address:       Zip code:

City:       State:

Country:       Telephone:

Fax:       Email:

* **I authorise the student**                          **to participate to the Summer programme – Responsible Management – as part of our agreement with at ESC Rennes School of Business – France from 16 June to 26 June 2015**

Please send the student’s transcripts obtained at ESC Rennes while studying on the Summer programme to:

The same address as above

Other

Title:  Dr.  Mr. Mrs.  Ms.

Name:       First name:

Position:       University:

Address:       Zip code:

City:       State:

Country:       Telephone:

Fax:       Email:

**Date** **Signature:** **Official university stamp:**

**7. Miscellaneous**

Please tell us of any special circumstances we need to know about (e.g., physical handicaps, whether you will be bringing other family members with you, etc).

**8. Student declaration**

* I certify that the information that I have provided on this application, and on all other admission application materials, is complete, accurate and true to the best of my knowledge.
* I understand that misrepresentation of any information may result in cancellation of the application or registration. I authorise ESC Rennes to forward my transcripts to the Registrar.

Date:       Signature:

*N.B. Your application will not be considered if you do not sign here.*

Completed application form should be returned to the Education Department Office:

ESC Rennes School of Business - International Relations Office

Att: *Elodie Saint Yves – International Studies Coordinator*

2, Rue Robert d’Arbrissel - CS 76522 – 36065 RENNES Cedex - FRANCE

**ESC Rennes is committed to a policy of equal opportunity in student admissions**

**without regard to race, colour, religion, sex, national origin, age, marital status or handicap**