

Application Form

The Darmstadt MBA

First Name

Last Name

Intake in October

In which year would you like to start your studies?

Study mode

Full-time Hybrid

Part-time Hybrid

Full- time Live Online

Part-time Live Online

Checklist for a Complete Application

Application form

CV

Copy of passport

University degree certificate

Certified transcripts of all given grades, studies and activities, including the ECTS points or equivalent credit systems (translated into English or German)

English Language certificate - TOEFL, IELTS or equivalent

Proof of professional experience

Letter of motivation (one page only)

GMAT/GRE (optional)

Please note that your application will only be processed once the application fee has been received.

Please send your application documents via e-mail to: mba@h-da.de

Darmstadt Business School
Admission Office

Schöfferstraße 10
64295 Darmstadt
Germany

Phone: +49.6151.533-68420

01 Personal Information

Title

First Name

Last Name

Male Female Diverse Your Age (in years)

Date of birth Place of birth Country

Nationality Other citizenship

02 Permanent Address

Street

Town Postal Code Country

Mobile phone

E-mail (must be valid until program start)

03 Current Address (Please only provide a current address if its different from your permanent address)

Street

Town Postal Code Country

Mobile phone

E-mail (must be valid until program start)

04 Academic Background *

Please list all academic achievements at the post-secondary education level in reverse chronological order.

Duration	From	To	Name of University or College	Field	Major	Degree	Results (GPA,ECTS)	Full-/Part-Time
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05 Major Field of Studies (Please mark one box only)

Business & Management:	Life, Physical, & Natural Sciences:	Engineering & Technology:	Social Sciences:	Liberal Arts & Humanities:
Accounting	Chemistry	Civil Engineering	History	Liberal Arts
Finance	Mathematics	Mechanical Engineering	Sociology	General Studies
Economics	Biology	Electrical Engineering	Political Science	Culinary Arts
Business	Pre-Clinical Medicine	Computer Science	Law	Speech Communication
Advertising & Marketing	Medicine	Information	Education	& Rhetoric
Business Administration	Nursing	Systems/Technology	Social Work	Other
Leadership & Administration	Kinesiology	Other	Criminal Justice	
Healthcare Administration	Sports & Exercise		Psychology	
Public Administration	Other		Elementary Education	
Management			Other	
Other				

Others:

In which language(s) was your university degree taught?

What language(s) do you use at work?

06 Professional Background*

Please list each full-salaried position after your first degree in reverse chronological order – without internships. Could you please indicate the industry for each job you list and choose from one of the following categories:

A Consulting/Auditing/Tax

B Consumer Products/
Professional Services

C Financial Services/Insurance

D Government E Manufacturing (incl. Chemicals)

F Media/Entertainment

G Non Profit/Environmental/Education

H Petroleum/Energy/Utilities/Waste I Pharma/BioTech/Healthcare

J Technology/Telecommunications K Logistic

Current Position

Duration
From _____ To _____

Company City

Country of Work

Position

Industry

Explain your current position (optional)

Previous work experience

Duration

From _____

To _____

Company

City, Country of Work

Position

Industry

Total duration in months of full-time positions held (by the beginning of the MBA program)

06 (Continued)

Leadership experience (by the beginning of the MBA program) in years and months:

Project management experience (by the beginning of the program) in years and months:

07 Languages*

To be admitted to the Darmstadt MBA program, you must be fluent in English.

TOEFL or Equivalent

A TOEFL score of 88 (internet-based) is required, the equivalent IELTS score is 6.5.

If you have an equivalent to the TOEFL, please indicate which:

Applicants who have completed a degree course (Bachelor, Master, PhD) exclusively in English are exempt from submitting the TOEFL. The same applies to applicants whose mother tongue is English.

Date taken/to be taken	Location	Score
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Applicants, who have sufficient English language skills, but no corresponding test certificate can take an English language test offered by the Darmstadt Business School language center.

Would like to take the English test

* Certified copies for all given information are mandatory.

08 Financing

How will you fund your tuition fees, if you are admitted to the Darmstadt MBA program?

Tuition funded by company
Tuition funded by yourself

Please indicate if you are currently a recipient of a scholarship or other funding.

Yes No

If yes, from which institution and for which purpose:

Duration

From	To	Institution	Purpose
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09 Personal Statement

Your personal statement should not exceed one page (on a separate sheet of paper, approx. 600 words, 12 font, Times New Roman) and has to be in English. Your full name must be stated clearly in the headline.

Please write your personal statement and include the answers to the following questions.

1. What is your career strategy for the next five years?
2. How do you feel the Darmstadt MBA can assist you in reaching your objectives?

Before submitting your application, please use the checklist on the front cover of the application form to ensure that your application is complete. We encourage you to talk to your employer before applying to the program.

Statement of Accuracy:

I hereby certify that the information contained in this application is complete and correct to the best of my knowledge.

Date

Applicant's signature

Data protection information and declaration of consent

The data are stored and processed (according to Art. 6 f) GDPR) for the purpose of the contact or information request, besides a processing according to Art. 6 I a) GDPR is possible with your consent to the purposes it covers.

A deletion takes place immediately after the end of request; at the latest to 31/12. Information about your rights can be found at mba.h-da.de/disclaimer.

Date

Applicant's signature