



Application for Admission

Washington University
Fudan University

EMBA



Washington University in St. Louis



復旦大學

Admission Requirements

Thank you for your interest in the Washington University - Fudan University EMBA Program.

Applicants to the program are expected to satisfy the following qualifications:

1. University degree or equivalent
2. Outstanding track record of professional success
3. Minimum of 10 years work experience and 5 years of managerial experience
4. Demonstrated academic ability and motivation to succeed, as well as the ability to work in a team
5. Fluency in reading, writing, and speaking English

A Complete Application

The following documents and materials constitute a complete application. Please submit all materials before the deadline. All the information submitted in the application will be treated as strictly confidential.

1. Completed application form with signature
2. Original University Transcripts and one certified copy of your Degree Certificate
3. Sponsorship letter
4. Two Recommendation letters
5. Three recent 1" x 1" size photos
6. A copy of your passport or ID card
7. Two business cards
8. A nonrefundable application fee: RMB 800

<p>Mail application and application fee to: Wash U-Fudan EMBA Program Room 710, Starr Building, 670 Guoshun Road, Shanghai 200433</p>	<p>申请资料或邮局汇款地址 复旦大学 - 华盛顿大学 EMBA 项目 上海国顺路 670 号史带楼 710 室 邮政编码 200433</p>
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Declaration:

I hereby declare that all the information given in this application, including required attachments and supporting documents, is to the best of my knowledge, truthful, accurate and complete; and I agree to provide original documents/certificates for verification when required, and I understand that all materials submitted by me are subject to verification by the admission committee. I further certify that all essays are entirely and exclusively my own work and that no documents have been falsified. I am aware that any misrepresentation or omission of material in my application will result in the denial of application or the cancellation of student status. I understand that materials received by the Wash U-Fudan EMBA Program in connection with this application become the property of the Wash U-Fudan EMBA Program, and as such, no materials submitted can be returned.

Signature: _____

Date: _____



Please attach one
1"x1" recent photo

Please attach a clear copy of your ID card/Passport

Please attach one business card in Chinese

Please attach one business card in English

APPLICATION GUIDELINES

Language skills

How would you rate your proficiency in the following languages? (basic, business, native)

	Mandarin	English	Other _____	_____
Reading				
Writing				
Listening				
Speaking				

Areas of Management

Current Industry

<input type="checkbox"/> Financial & Insurance	<input type="checkbox"/> Medical & Bio-tech	<input type="checkbox"/> Industrial Goods	<input type="checkbox"/> FMCG	<input type="checkbox"/>
Semiconductor				
<input type="checkbox"/> Non-profit	<input type="checkbox"/> Consulting	<input type="checkbox"/> IT/ Telecom	<input type="checkbox"/> Automotive	<input type="checkbox"/> Chemicals
<input type="checkbox"/> Logistics/Transportation	<input type="checkbox"/> Consumer Retail/Services	<input type="checkbox"/> Other _____		

Current Organizational Form

<input type="checkbox"/> Government	<input type="checkbox"/> State-owned	<input type="checkbox"/> Wholly Foreign-owned	<input type="checkbox"/> Private
<input type="checkbox"/> Sino-foreign Joint Venture	<input type="checkbox"/> Others _____		

Areas of expertise

Please assess your experience in the following areas. This information will help us assign you to a study group.

Little Some Extensive

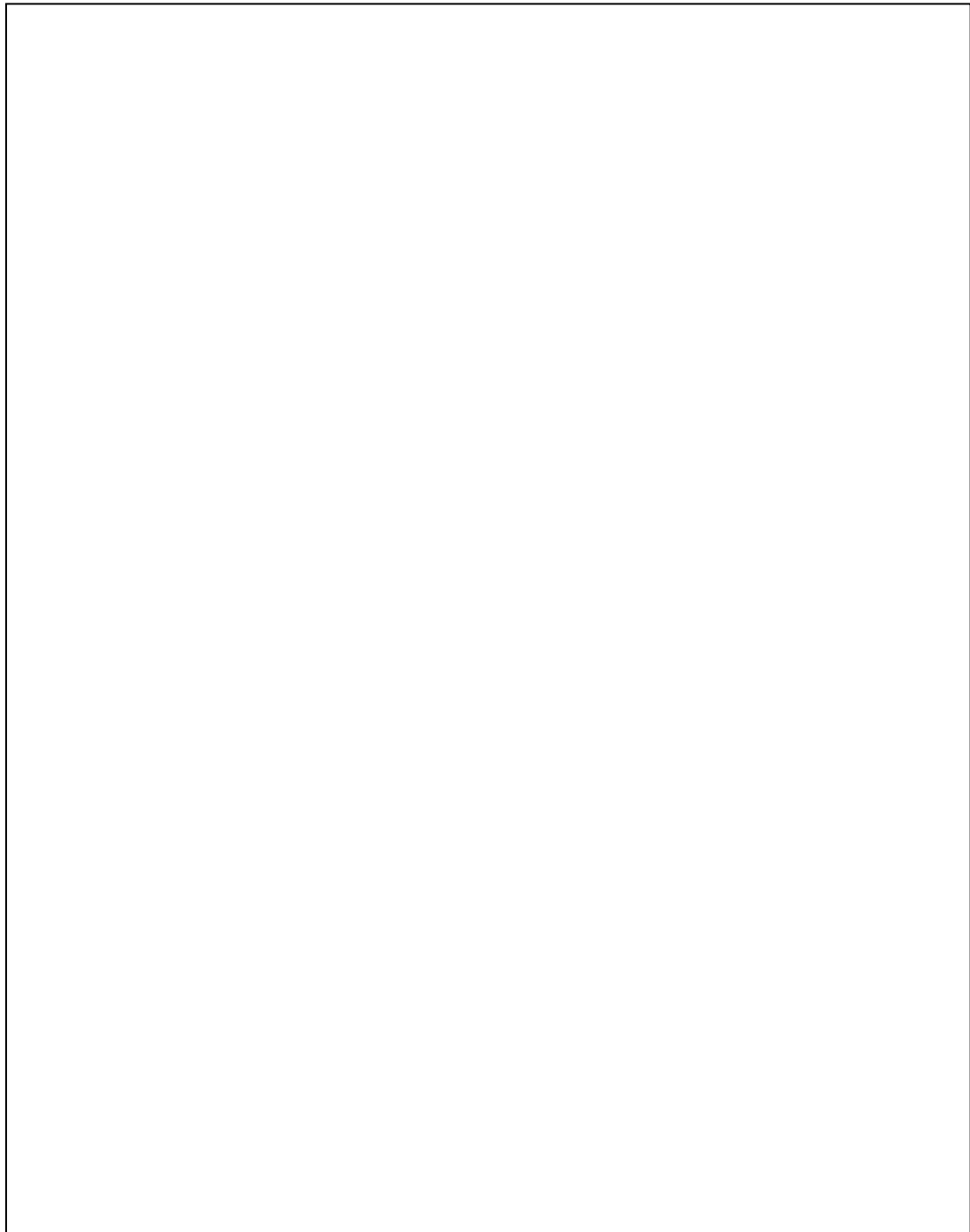
Little Some

Extensive

Accounting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Managerial Economics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marketing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Operations Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Finance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Project Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Production	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Quantitative Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Organizational Behavior	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Spreadsheet Software	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Team Leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Presentation Software	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Manpower/Industrial Relations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	General Management/Policy Formulation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Please draw an organizational chart of your current company and indicate your position



APPLICATION GUIDELINES

Please list below all your full-time employment since completing college. List your current position and work backward. Please account for all periods of time

Dates		Organization	Title/Position	Compensation/Month (specify currency)		Primary Responsibilities
From	To			Begin	End	

In order to help us understand your day-to-day role, describe your current position—your supervisor's position, your subordinates' responsibilities, your budget responsibilities, and the operational scope of your responsibilities.

APPLICATION GUIDELINES

Please list chronologically the names of the colleges and universities you have attended.

Name of Institution	Dates		Major	Degree and Date
	From	To		

Applicants wishing to include their GMAT and TOEFL scores in their application are welcome to do so, but the exams are not a general requirement for admission. However, the Admission Committee may require that submit your examination results if it feels it needs additional information about your suitability to the program.

Test administration date: GMAT _____ TOEFL _____
 GMAT Score: Total _____ Verbal _____
 Quantitative _____ Analytical Writing _____
 TOEFL Score: _____

List any personal certifications, registrations or licenses you hold (e.g., C.P.A., C.F.A., P.E., A.S.Q.C., board certifications, F.A.C.H.E.).

Certificate	Issuer	Issue Date (mm/yyyy)

Recommenders' Information

Your recommendation letters must be written by individuals at your immediate supervisor's level or higher. If you are new in your current organization, you may submit a letter from your supervisor from your previous employer. The recommender should be in position to comment on your strengths as well as those attributes you can further develop. If you are self-employed, please provide a third letter of recommendation from at least one customer or supplier to replace the sponsorship letter.

	Name	Gender	Company	Position	Tel
Recommender 1					
Recommender 2					
Sponsor					

APPLICATION GUIDELINES

Community Activities and Professional Service

Please list below significant educational, community or professional activities in which you have participated.

Social Activity	Position	Date of Participation	Brief Description

Hobbies and Interests

To assist us in organizing extra-curricular activities, please provide the following information about your hobbies.

Activities	Participating frequency (times/month)	Ranking
Golf		
Tennis		
Badminton		
Table tennis		
Basketball / volleyball / football		
Mountain climbing		
Swimming		
Concerts		
Ballroom dancing		
Chess/ card playing		
Networking		
Others		

Have you ever applied for the Wash U-Fudan EMBA Program? Yes No If yes, in which year _____

Are you applying for other EMBA programs at the same time? Yes No

If yes, which programs are you applying to? _____

How did you learn about the Washington University - Fudan University EMBA program?

Newspaper _____ Web search _____

Magazine _____ Direct mail _____

Friend/Colleague _____ Company's HR _____

Other _____

TO THE RECOMMENDER:

In considering applicants to the Washington University - Fudan University EMBA Program, particular emphasis is placed on comments from people the applicant has chosen as recommenders. The Admission Committee typically finds that a recommendation that presents a balanced view of an applicant's abilities and other attributes is the most helpful to both the applicant and the committee. The following questions are intended to help you present information about the applicant. Please feel free to supplement the information in whatever way you feel is appropriate.

Applicant's name _____

1. How long and in what context have you known the applicant?

2. In your opinion, why would anyone want to be led by the applicant? Does he/she have a distinctive leadership style? Please provide examples if possible.

3. In your opinion, how well does the applicant manage crisis or difficult situations? Please provide examples if possible.

4. Is the applicant identified as a high potential in your company and is your firm grooming him/her for a promotion in near future? Please compare him/her with other members with similar experience in the same field and how the applicant distinguishes himself/herself.

PLEASE GIVE YOUR APPRAISAL OF THE APPLICANT IN THE FOLLOWING AREAS:

	Excellent	Good	Average	Poor	Unable to judge
Analytical skills					
Leadership potential					
Interpersonal skills / Teamwork					
Communication skills					
Innovative thinking / Strategic agility					
Motivation / Ambition					
Take charge attitude / Courage					
Inclusiveness / Managing diversity					

I Strongly recommend Recommend Recommend with reservations
that this applicant be admitted to the Washington University - Fudan University EMBA Program.

RECOMMENDER'S INFORMATION

Are you a student / Alumni of Fudan University? Yes No If yes, in which year _____

Are you a student / Alumni of Washington University? Yes No If yes, in which year _____

Name _____

Title Ms. Mrs. Mr. Dr.

Position _____

Company _____

Email _____

Telephone _____

May we call you at work regarding this applicant?

Yes No

Signature: _____

Date: _____

Please attach your business card with
this letter when you send it back to us.

Please send this form in a sealed envelope with your signatures across the flap of the envelope. Mail directly to:

Washington University - Fudan University EMBA Program
Room 710, Starr Building, 670 Guoshun Road
Shanghai 200433
For further information, please contact us at
Tel: 86-21-55664788

复旦大学-华盛顿大学 EMBA 项目
国顺路 670 号, 史带楼 710 室
上海 200433
电话: 86-21-55664788

Email: EMBA-SHANGHAI@olin.wustl.edu



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RECOMMENDER’S INFORMATION

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 Are you a student / Alumni of Washington University? Yes No If yes, in which year _____
Name _____ **Title** Ms. Mrs. Mr. Dr.
Position _____ **Company** _____
Email _____ **Telephone** _____
 May we call you at work regarding this applicant? Yes No
Signature: _____ **Date:** _____

Please attach your business card with this letter when you send it back to us.

Please send this form in a sealed envelope with your signatures across the flap of the envelope. Mail directly to:

Washington University – Fudan University EMBA Program Room 710, Starr Building, 670 Guoshun Road Shanghai 200433 For further information, please contact us at Tel: 86-21-55664788	复旦大学-华盛顿大学 EMBA 项目 国顺路 670 号, 史带楼 710 室 上海 200433 电话: 86-21-55664788 Email: EMBA-SHANGHAI@olin.wustl.edu
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SPONSORSHIP LETTER

Please have the appropriate officer in your organization submit a sponsorship letter directly to the Managing Director of the Wash U-Fudan EMBA Program. This letter confirms that your sponsoring organization understands that you will need to be absent from work in order to attend the monthly class meetings for the program (see the attached schedule), and that you and your firm have reached an agreement on financial support. Your company understands that the two-week residency at the end of the program in St.Louis is mandatory. If you are in a private practice, or if you are the sole owner/operator of your business, you may submit an additional letter of recommendation in place of the sponsorship letter.

Company _____
Recommends the applicant _____
to attend Washington University - Fudan University EMBA Program

The company herein agrees that the applicant can be absent on the necessary working days to fulfill the course requirements, and the company will pay _____% tuition for the applicant, once the applicant is admitted.

Authorized Executive's Signature _____
Printed Name _____
Position _____ **Title** Ms. Mrs. Mr. Dr.
Address _____ **Postal code** _____
Email _____ **Tel** _____ **Fax** _____

(Company's Stamp here)

Date: _____

Please attach your business card with
this letter when you send it back to us.

TRANSCRIPT REQUEST FORM

* PLEASE MAKE AS MANY COPIES AS NEEDED. USE A SEPARATE FORM FOR EACH UNIVERSITY.

To be completed by the applicant

Name (As shown on your passport) _____
Family name First Name Middle
Other names under which transcripts may have been issued _____
Birthday (Month / Day / Year) _____ School or University _____
Dates of Enrolment (From-To) _____ Major _____
Student ID number _____ Application's Signature _____

To the Registrar

1. The person whose name appears above is applying for admission to the Wash U-Fudan EMBA program.
2. The applicant cannot be considered for admission without an official transcript of academic records submitted by your university.
3. This transcript must bear the stamp of your university and the name and signature of the Registrar or another authorized person.
4. Subject to the rules governing your university, the transcript should include:
 - Date of enrollment
 - List of all subjects of courses taken and the grades obtained in each subject/course
 - Title of degree awarded and date of conferment
 - Rank in class (if awarded)
 - Interpretation or explanation of grades, marks or scores

DO NOT RETURN TO APPLICANT.

Please send the official transcript together with this form to:

Wash U-Fudan EMBA Program

Room 710, Starr Building, No. 670 Guoshun Rd.

Shanghai 200433 China, PRC

复旦大学-华盛顿大学 EMBA 项目

国顺路 670 号, 史带楼 710 室

上海 200433



TRANSCRIPT REQUEST FORM

The applicant should submit a complete application form with supporting materials. Please see the check list below before you mail out the application.

For EMBA office Use Only

- Three one-inch recent photos
- Clear copy of ID / Passport
- Two business cards
- Application form with signature
- Copy of Degree Certificates
- Original transcript
- Recommendation letter 1
- Recommendation letter 2
- Sponsorship letter
- Application fee
 - Remittance
 - Bank transfer
 - Cash
 - Check

Checked by: _____

Comments about materials
