



Application for Admission

Washington University
Fudan University

EMBA



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"×1" size photos
6. A copy of your passport or ID card
7. Two business cards
8. A nonrefundable application fee: RMB 1,200

Mail application and application fee to:

Washington University – Fudan University EMBA Program
Room 710, Starr Building, 670 Guoshun Road,
Shanghai 200433 China

申请资料或邮局汇款地址:

复旦大学 - 华盛顿大学 EMBA 项

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 WUSTL-Fudan EMBA Program in connection with this application become the property of the WUSTL-Fudan EMBA Program, and as such, no materials submitted can be returned.

Signature: _____

Date: _____

Please attach one
1"×1" 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

For intake beginning: _____

Personal Profile

Name (As shown on your passport)

_____	_____	_____	_____
Surname	First Name	Chinese Name (中文名)	Preferred English Name

Gender M F Date of Birth _____ Place of Birth _____
MM/DD/YYYY City Country

Nationality _____ ID Number (PRC ID or Passport No.) _____

Do you have US permanent residency? Yes No Marital Status Single Married

Please list any significant international work or study experience

Dates		Description	Country
From	To		

Contact Information

Preferred mailing address Personal Business Preferred email address Personal Business

Home Address

In Chinese characters

_____	_____	_____	_____
Province	City	Address	Postal code

In English

_____	_____	_____	_____
Province	City	Address	Postal code

Tel _____ Fax _____ Mobile _____

Personal Email _____

Business Address

In Chinese characters

_____	_____	_____	_____
Province	City	Address	Postal code

In English

_____	_____	_____	_____
Province	City	Address	Postal code

Tel _____ Fax _____ Business Email _____

For emergency: _____
 Contact person Contact number & address

Family Information

Name	Relationship	Current Employer	Position	Contact Number

Professional Profile

Employer Name (in English) _____
 (in Chinese) _____

Your Title _____ How long in current position _____ Years

Full time work experience _____ Years Management experience _____ Years

Location of company headquarters

Worldwide _____

Asia Pacific/China _____

Total assets of the current business Worldwide _____
 China _____

Total sales of the current business Worldwide _____
 China _____

Number of employees in the company Worldwide _____
 China _____

Number of people under your immediate supervision _____

Listed company? Yes No Listed in: Shenzhen Shanghai Hong Kong Abroad

Language skills

How would you rate your proficiency in the following languages?

	Mandarin	English	Others		
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"/> Others: _____ | | |

Current Organizational Form

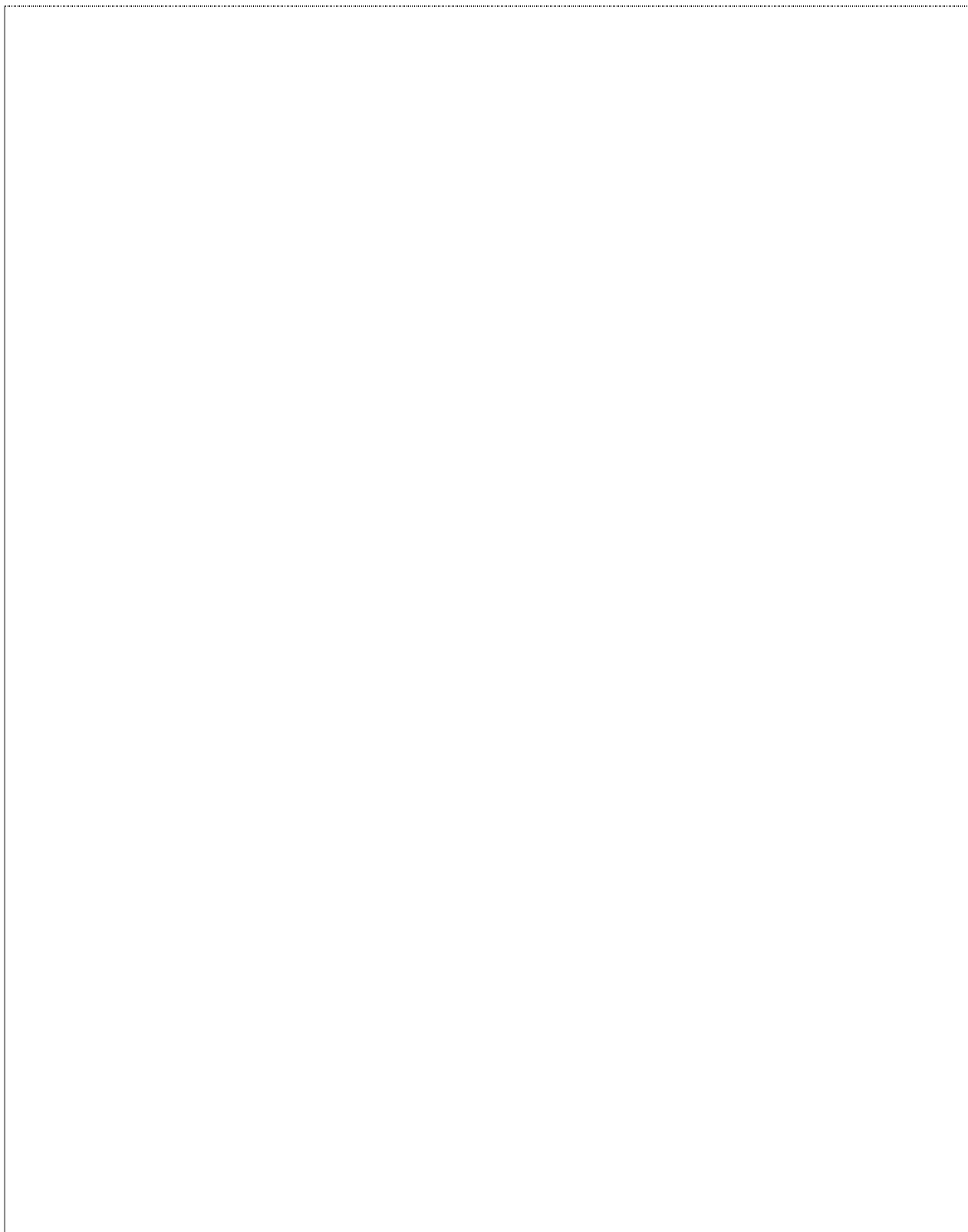
- | | | |
|-------------------------------------|---|---|
| <input type="checkbox"/> Government | <input type="checkbox"/> State-owned | <input type="checkbox"/> Wholly Foreign-owned |
| <input type="checkbox"/> Private | <input type="checkbox"/> Sino-foreign Joint Venture | <input type="checkbox"/> 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 FOR ADMISSION

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.

What is the reason you took your current job? In what way do you think you are contributing in the success of your organization?

Why do you think your subordinates follow you? That is, what is the basis of your leadership style?

APPLICATION FOR ADMISSION

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.

GMAT Total Score: _____ Test administration date: _____

Quantitative: _____ Analytical Writing: _____ Verbal: _____

TOEFL Total Score: _____ Test administration date: _____

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					

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	Note
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?

- | | |
|--|--|
| <input type="checkbox"/> Newspaper _____
<input type="checkbox"/> Magazine _____
<input type="checkbox"/> Friend/Colleague _____
<input type="checkbox"/> Others (please specify) _____ | <input type="checkbox"/> Web search _____
<input type="checkbox"/> Direct mail _____
<input type="checkbox"/> Company's HR _____ |
|--|--|

Personal Essays

Please answer the following questions in English, limiting your response to no more than 1/2 page (typed, double spaced) per question. This section is crucial in our selection process. Please be concise in your answer. If you prefer, you may attach a Word document separately.

1. How will our Executive MBA program contribute to your personal and career objectives? How do you plan to fit this program into your busy schedule over the next 18 months?

2. Suppose that you are a member of a department of 10 people, and that you have two colleagues who don't contribute to the success of the team. By contrast, you give fully of your time and energy on the team's projects. How would you deal with this situation?

3. Suppose that your best sales representative starts falling off from his/her regular performance. This slowdown persists for three months and starts to affect your team's quarterly results. What would you do?

4. Suppose that you have been working closely with internal and external customers, and you have found some win-win solutions that can increase the company's profits. You share your thoughts with your immediate supervisor, but he/she is generally resistant to change and responds negatively to your idea. What is your next step?

5. Please write a brief statement (approximately 150-200 words) about yourself, including past work experience, outside interests, and any other information about yourself you wish to share. (If you are accepted into the EMBA program, this statement may be included in a directory distributed to your peers and faculty.)

Optional Essay

Feel free to include any additional information that you would like the Admissions Committee to consider when reviewing your application.

TO BE COMPLETED BY APPLICANT:

Last Name	First Name	Middle Name
Current Address		
E-mail		Telephone

By checking this box and/or signing this waiver form, I wish to confirm that I waive the right to see my recommendation letters, whether I am admitted or not.

Applicant Signature: _____ **Date:** _____

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	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership potential	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interpersonal skills / Teamwork	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Communication skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Innovative thinking / Strategic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motivation / Ambition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Take charge attitude / Courage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inclusiveness / Managing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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:

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Room 710, Starr Building, 670 Guoshun Road,
Shanghai 200433 China

复旦大学 - 华盛顿大学 EMBA 项目
上海市国顺路 670 号史带楼 710 室

For further information, please contact us at
Tel: 86-21-55664788 Email: EMBA-Shanghai@olin.wustl.edu

TO BE COMPLETED BY APPLICANT:

Last Name	First Name	Middle Name
Current Address		
E-mail		Telephone

By checking this box and/or signing this waiver form, I wish to confirm that I waive the right to see my recommendation letters, whether I am admitted or not.

Applicant Signature: _____ **Date:** _____

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Leadership potential	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interpersonal skills / Teamwork	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Communication skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Innovative thinking / Strategic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motivation / Ambition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Take charge attitude / Courage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inclusiveness / Managing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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:

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Room 710, Starr Building, 670 Guoshun Road,
Shanghai 200433 China

复旦大学 - 华盛顿大学 EMBA 项目
上海市国顺路 670 号史带楼 710 室

For further information, please contact us at

Tel: 86-21-55664788 Email: EMBA-Shanghai@olin.wustl.edu

SPONSORSHIP LETTER

Please have the appropriate officer in your organization submit a sponsorship letter directly to the Managing Director of the Washington University – Fudan University 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	<input type="checkbox"/> Ms. <input type="checkbox"/> Mrs. <input type="checkbox"/> Mr. <input type="checkbox"/> 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 Name
Other names under which transcripts may have been issued			
_____	_____		
Birthdate (MM/DD/YYYY)	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 Washington University – Fudan University 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:

Washington University – Fudan University EMBA Program
Room 710, Starr Building, 670 Guoshun Road,
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复旦大学 - 华盛顿大学 EMBA 项目
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