

Application Instructions and Requirements

- n Application materials will be reviewed on a rolling basis throughout the year. Start dates for the International MBA program will be the fall and spring of each academic year.
- n The completed application materials, together with a 50 euros non-refundable application fee, are to be returned to the Office of Enrollment Management. Checks or money orders should be made payable to "Danubius University – Danubius International Business School."
- n Request one (1) official transcript from each college, university or professional school you have attended. Credits that have been transferred to another school and appear on that school's transcript are not acceptable as official admissions credentials. Transcripts may be sent directly to "Danubius University – Danubius International Business School" at the address below.
Note: If courses are in progress, an updated transcript must be sent when they are completed.
- n Request recommendations from two (2) people familiar with your ability to do graduate study. Ask them to use the Admission Recommendation Form and either submit directly to "Danubius University – Danubius International Business School." or to you in a signed, sealed envelope.
- n Submit a personal statement.
- n Submit an updated résumé.
- n Submit the signed Statement of Intent for Study Abroad Experience.

Application materials and transcripts should be sent to:

Danubius University

Danubius International Business School."
DIBS Office of Enrollment Management – Room B4
3 Galati Boulevard
Galati, GL 800654
0372-361-175
imba@dibs.ro

I.M.B.A. Application

Application for International Master of Business Administration Admission

Name Ms. Mr. _____
last first middle

Mailing Address: _____

Daytime phone: (____) _____ Alternate phone: (____) _____

E-mail address: _____

Date of Birth: ____ / ____ / ____ Social security number (CNP):

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Other name(s) under which transcripts might be issued: _____

Romanian Citizen: Yes No If non-citizen, list country and type of visa:

Entry Term: Please check the box for the semester you would like to begin and indicate the year on the line.

Fall _____ Spring _____

LIST BELOW ALL INSTITUTIONS YOU HAVE ATTENDED:

Name of Undergraduate Institution(s)	Major	Dates Attended	Degree
1. _____			
2. _____			
3. _____			

Name of Graduate Institution(s)	Major	Dates Attended	Degree
1. _____			
2. _____			

Have you applied to a graduate program at Danubius University before? Yes No If yes, give date _____

Have you taken courses at Danubius University? Yes No If yes, give date _____

ACTIVITIES: List below any colleges or community activities, honors and/or offices held. Please attach additional sheet if needed.

EMPLOYMENT RECORD: List chronologically with present employment first. An updated résumé is required.

Employer and Address	Position	Inclusive Dates
1. _____		
2. _____		
3. _____		

RECOMMENDATIONS: List below the names of the persons who will submit recommendations for you (2 Required).

Name	Title
1. _____	_____
2. _____	_____

PERSONAL STATEMENT

Please type and double space your response to the following and mail to Danubius International Business School. Each statement should be 1–2 pages in length.

- A. Describe yourself, including perceptions of your strengths and weaknesses.
- B. Explain your reasons for wanting to pursue the IMBA program. Include your career goals.
- C. If you wish, give any additional information that may assist the Admissions Committee in reviewing your application.

CENSUS INFORMATION

Gender: Female Male

STATEMENT OF CIVILITY

The diversity of the University community adds to the richness of campus life, and Danubius University and Arcadia University expects all members of the community to respect both differences and commonalities. The University acknowledges every individual’s constitutional right to freedom of speech and freedom of inquiry.

Danubius University and Arcadia University also affirms every individual’s right to an environment that is free from harassment of any kind. The University will not tolerate the subjection of another person, group or class of persons to inappropriate, abusive, threatening or demeaning actions at any time.

AFFIRMATIVE ACTION STATEMENT

Danubius University and Arcadia University is committed to assuring equal opportunity to all persons and does not discriminate on the basis of race, color, gender, sexual or affectional preference, religion, ancestry, national origin, age or disability in its educational programs, activities, admissions or employment practices.

FINGERPRINTING AND BACKGROUND CHECKING

Prospective students are advised that some internship placement sites require students to submit to fingerprinting and criminal background checks and receive appropriate clearances before they will be permitted to participate in internship programs at those institutions. Students who do not submit to fingerprinting and/or do not receive appropriate clearance may be unable to fulfill their academic requirements at Danubius University and Arcadia University, and therefore may not be able to complete their educational program. Unless otherwise paid for by the internship site, students will be required to bear the expense of such screening. Danubius University or Arcadia University does not pay for or reimburse for the expenses related to background checking or fingerprint clearance.

CRIMINAL CONVICTIONS

A prior felony conviction does not necessarily preclude an applicant from being admitted to internship programs, but professional licensing boards may refuse to issue a license if an individual has a felony or other conviction on his or her record. If you have been convicted of a criminal offense, other than a minor traffic offense, you will be required to disclose the nature of the offense, the court in which the conviction occurred and what disposition occurred as a result of that offense. This disclosure must be made whether or not you served a sentence and/ or had your civil rights restored, or whether you have had the conviction(s) expunged from your records. Convictions that were overturned on appeal or that resulting in gubernatorial reprieves or pardons need not be disclosed.

DISCLOSURE

Have you ever been suspended or expelled from school, convicted of a crime (including alcohol or drugs), felony, or misdemeanor, or currently have any criminal charges pending and unresolved in any court? Note: Conviction includes judgment, found guilty by a judge or jury, pleaded guilty or nolo contendere, received probation without verdict, disposition in lieu of trial, or ARD.* Yes No

If yes, please explain:

I certify that the information on this application is complete and accurate. I understand that the submission of false information is grounds for denial of my application, withdrawal of any offer of admission, cancellation of enrollment, or appropriate disciplinary action. I authorize Danubius University and Arcadia University to verify the information I have provided with the schools I have attended. I agree to notify the proper Danubius University and Arcadia University officials of any changes in the information provided.

Signature

Date

Danubius University and Arcadia University is committed to assuring equal opportunity to all persons and does not discriminate on the basis of ethnicity, national origin, ancestry, race, color, religion, creed, sex, marital status, affectional or sexual orientation, age, or disability in its educational programs, activities, admissions or employment practices, as required by Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990 and the Age Discrimination Act. Inquiries concerning compliance with this policy and campus accessibility should be sent to: Affirmative Action Officer, Grey Towers Castle, Arcadia University, 450 S. Easton Road, Glenside, PA 19038-3295; telephone: 215-572-2947



Admission Recommendation Form

To be completed by the Applicant

Applicant's name _____
last first middle

This waiver is not required as a condition for admission or any other benefits and services from Arcadia University. All rights of access to this recommendation conferred by the Family Educational Rights and Privacy Act of 1974 (P.L. 93-380) as amended, or otherwise, are voluntarily waived.

Signature _____

To be completed by the Respondent

Please evaluate the applicant's qualifications by checking the appropriate spaces.

1 = excellent 2 = good 3 = average 4 = below average 5 = poor N.B. = no basis for judgment

	1	2	3	4	5	N.B.
intellectual ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
general knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
knowledge of closed field	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
written expression	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
oral expression	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
maturity and emotional stability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
initiative and perseverance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
inquisitiveness and independence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
creativity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
capacity for graduate study	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please evaluate the applicant as compared with others whom you have recommended with regard to scholastic and, where appropriate, professional capabilities.

scholastic: outstanding top 10% good average poor
professional: outstanding top 10% good average poor

Your overall recommendation:

strongly recommend recommend recommend with reservation do not recommend

I.M.B.A. Application

Please comment on the applicant's qualifications for graduate study and/or professional potential. Specific examples are helpful. If, in your opinion, the applicant's academic record and test scores do not indicate his/her true ability, please explain.

I have known the applicant for _____ years as his/her (check all that apply)

- professor department chair adviser supervisor
 employer other (please specify) _____

Name (print or type) _____ Title _____

Institution or business _____ Phone (_____) _____ E-mail _____

Address _____ City _____ State _____ Zip _____

Signature _____ Date _____

Danubius University and Arcadia University is committed to assuring equal opportunity to all persons and does not discriminate on the basis of ethnicity, national origin, ancestry, race, color, religion, creed, sex, marital status, affectional or sexual orientation, age, or disability in its educational programs, activities, admissions or employment practices, as required by Title of the Civil Rights Act of 1964, Title IX of the Educational Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990 and the Age Discrimination Act. Inquiries concerning compliance with this policy and campus accessibility should be sent to: Affirmative Action Officer, Grey Towers Castle, Arcadia University, 450 S. Easton Road, Glenside, PA 19038-3295; telephone: 215-572-2947



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I.M.B.A. Application

Name _____

Statement of Intent for Study Abroad Experience

In order for your application to be complete you must read the statement below, check the appropriate box, and sign.

The Danubius University and Arcadia University International MBA program requires one-week study abroad experience. These experience will take place in the third and sixth semester of the program. One week will be spent exploring business in a developed economy and the other in an emerging economy. Dates of international travel are provided at student orientation.

International experiences are a requirement of the Arcadia International MBA and are included in the cost of the program. The travel expenses that are provided through tuition to the student include: group international airfare, air taxes and fuel surcharges, group airport transfers in the destination city, double occupancy accommodations, group transportation for all activities listed in the itinerary, meals as noted in the itinerary, admission and entrance fees for cultural excursions listed on the itinerary and student supplemental health insurance during the travel period. Incidental expenses associated with travel that are not covered by the tuition are, but not limited to: passport fees, visa application fees, travel insurance, airport transfers to/from departure airport in US, any baggage fees, alcoholic beverages, gratuities, meals not included as noted on the itinerary, beverages with included meals that exceed the meal plan, additional excursions and any supplemental room charges.

I have read the above statements and agree to participate in one-week travel experience. I also agree that I will secure a valid passport and/or visa prior to travel and I understand that I am financially responsible for any charges assessed to the University in the event I am unable to travel.

Yes No

Signature

Date