

# UNDERGRADUATE APPLICATION FORM

Last name : \_\_\_\_\_  
*Nom de famille*

First name : \_\_\_\_\_  
*Prénom*

**PLEASE AFFIX  
1 PHOTO HERE  
AND ATTACH 3  
MORE**

**UNDERGRADUATE CERTIFICATE IN BUSINESS STUDIES  
(CBS)**

**January Intake**

**September Intake**

**UNDERGRADUATE CERTIFICATE IN INTERNATIONAL  
BUSINESS (CIB)**

**January Intake Only**

**UNDERGRADUATE DIPLOMA IN BUSINESS STUDIES  
(Undergrad DBS)**

**January Intake**

**September Intake**

**UNDERGRADUATE DIPLOMA IN INTERNATIONAL  
BUSINESS (Undergrad DIB)**

**January Intake**

**September Intake**

**BACHELOR IN INTERNATIONAL BUSINESS (BIB)  
September Intake Only**



## Instructions for applicants

Thank you for your interest in our International Undergraduate programs. We are pleased to send you information and an application form. Please return the application form together with certified copies of your diplomas.

For your information, the application is free.

### ***THE UNDERGRADUATE PROGRAMMES***

To obtain the **Undergraduate Certificate in Business Studies (CBS)** students must attend and pass five undergraduate business modules plus one language module.

The Programme commences in either January or September and goes over one semester.

Applicants for September commencement must send their applications by the end of June at the latest. Applications for January commencement must be received by the end of October.

To obtain the **Undergraduate Certificate in International Business (CIB)** students must attend and pass five undergraduate business modules, of which three must be international modules, plus one language module. The programme commences in January only and goes over one semester. Applications for January commencement must be received by the end of October.

To obtain the **Undergraduate Diploma in Business Studies (Undergrad DBS)** students must attend and pass ten undergraduate business modules plus two language modules. The Undergrad DBS starts in either January or September, the duration is two semesters.

Applicants for September commencement must send their applications by the end of June at the latest. Applications for January commencement must be received by the end of October.

To obtain the **Undergraduate Diploma in International Business Studies (Undergrad DIB)** students must attend and pass ten undergraduate business modules, of which five must be international, plus two language modules. The Undergrad DIB starts in either January or September, the duration is two semesters.

Applicants for September commencement must send their applications by the end of June at the latest. Applications for January commencement must be received by the end of October.

To obtain the **Bachelor in International Business (BIB)** students must attend and pass 12 undergraduate modules plus two language modules. The BIB begins in September only. Applications need to reach us by the end of June at the latest.

You are strongly encouraged to apply early. For your information, the application form can also be downloaded from the GGSB website ([www.ggsb.com](http://www.ggsb.com)). You may return it as an attachment.

## **TEST REQUIREMENTS**

The following tests are required for admission to the GGSB programs. Candidates must ensure that their official scores are available before the closing date of the admission session selected.

- TOEFL : We require a minimum score of 240 (computer based) or 587 (paper based)  
*Institution code: 1000*

*or*

- TOEIC : We require a minimum score of 800

*or*

- IELTS : We require a minimum score of 7

For information and registration forms concerning the above tests, you can consult :

TOEFL : [www.toefl.org](http://www.toefl.org)

TOEIC : [www.toeic.com](http://www.toeic.com)

## **REFERENCES :**

Two letters of recommendation are required and should be submitted on the forms provided. Please request each referee (employer or teacher for instance) to complete the form and sign it.

Your two references should be returned to us under separate cover by your referees and with a business card if possible.

**Please send your application to :**  
**GGSB**

**CIB/BIB program administrator**  
**12 rue Pierre Séward – BP 127**  
**38003 Grenoble Cedex01**  
**Phone : +33 (0) 4 76 70 62 31**  
**Fax : +33 (0) 4 76 70 60 99**  
**Email : [programs@ggsb.com](mailto:programs@ggsb.com)**  
**[www.ggsb.com](http://www.ggsb.com)**

**OR**

**Renaissance Seers Consultants Pvt. Ltd.,**  
# 1 - 10 - 9 / 2, 1st floor, Prabha Plaza,  
Opp: IBP Petrol Pump SP Road, Begumpet,  
Secunderabad - 500 016.  
AP. INDIA

Tel No: +91 40 - 55 49 47 89,  
Fax No: +91 40 - 55 49 27 89  
E-mail: [info@renaissanceseers.com](mailto:info@renaissanceseers.com)  
Url: <http://www.renaissanceseers.com>

# TUITION AND FEES OF PROGRAMS FROM SEPTEMBER 2004

## UNDERGRADUATE PROGRAMS

PROGRAM	TUITION FEES BEFORE SCHOLARSHIP	SCHOLARSHIP OFFERED BY GGSB	TUITION FEES TO BE PAID BY STUDENT
<b>Certificate in International Business (CIB)</b>	<b>5 600 EUR</b>	<b>2 000 EUR</b>	<b>3 600 EUR</b>
<b>Bachelor in International Business (BIB)</b>	<b>10 900 EUR</b>	<b>4 500 EUR</b>	<b>6 400 EUR</b>

**All students are required to pay a student services and administrative fee of 100 euros**

**Fees are subject to change. Please verify program fees each year before commencement.**

### Expenses information:

Accommodation in Grenoble costs approximately between 300 and 480 Euros per month.

Students should expect to spend between 460 Euros and 650 Euros per month for living expenses. Expenses will be higher at the beginning of the stay in Grenoble (deposit for rent - usually 2 months).

The School has a cafeteria, which provides a full meal at around 4 Euros.

A bus or tram ticket costs approximately 1.2 euros, and a monthly season ticket approximately 25 Euros for students.

There are compulsory books required for the programme. The budget for them is around 300 Euros.

**For more information, you can visit our website: [www.ggsb.com](http://www.ggsb.com).**

Choose "Academic programs" and then "Practical information".

## Important note to all applicants

Please note that no application will be processed without the following documents:

I , .....

confirm that the following documents are all included in my application – (please tick the boxes below)

- Application form
- 4 Photos (with my name written on the back)
- 2 references (to be sent by the referee under separate cover)
- Letter of motivation (in English)
- CV / RESUME (in English)
- Certified copies of my diploma and certified translation
- Certified copies of my transcripts
- 2 Essays
- A valid e-mail address

### Proof of English competence

- Native speaker
- TOEFL, TOEIC, CET, IELTS, etc..
- Higher Education in English
- Language of the workplace
- Other

An e-mail address where we may contact you is compulsory, please check that the address is valid.

<b>1. Last name/</b> <i>Nom de famille</i>
<b>2 . First name(s)/</b> <i>Prénom(s)</i>
<b>3. Sex - Male/Female/</b> <i>Sexe – M/F</i>
<b>4. Date of birth(day/month/year)/</b> <i>Date de naissance(jour/mois/année)</i>
<b>5. Place of birth/</b> <i>Lieu de naissance</i>
<b>6. Country of permanent residence/</b> <i>Pays de résidence permanente</i>
<b>7. Nationality/</b> <i>Nationalité</i>
<b>8. Mother tongue/</b> <i>Langue maternelle</i>
<b>9. Family situation – single/married/other</b> <i>Situation de famille – célibataire/marié(e)/autres</i>
<b>10. Permanent address/</b> <i>Adresse permanente</i>  <b>Phone number (country/area code)</b> <i>Téléphone(code pays/région)</i> <b>Fax :</b> <b>e-mail :</b>  <b>Current address/</b> <i>Adresse actuelle</i>  <b>Valid until/</b> <i>Jusqu'au</i>
<b>11. Person to contact in an emergency/</b> <i>Personne à contacter en cas d'urgence</i>  <b>Address and phone number</b> <i>Adresse et téléphone</i>
<b>12. Present Professional Situation /</b> <i>Situation professionnelle actuelle</i>  <input type="checkbox"/> <b>Working /</b> <i>Salarié</i> <input type="checkbox"/> <b>Student /</b> <i>Etudiant</i> <input type="checkbox"/> <b>Unemployed /</b> <i>Sans emploi</i>

### 13. HIGHER EDUCATION STUDIES / *ETUDES SUPERIEURES*

**Please indicate any institutions of higher education that you have attended.**

*Veillez indiquer ci-dessous les instituts d'enseignements supérieurs que vous avez fréquentés*

**PLEASE ENCLOSE CERTIFIED AND TRANSLATED COPIES OF YOUR DIPLOMAS AND TRANSCRIPTS.**

*VEUILLEZ JOINDRE DES COPIES CERTIFIEES CONFORMES DE VOS DIPLOMES ET RELEVES DE NOTES.*

<b>Institution/ <i>Etablissement</i></b>	<b>Dates*</b>	<b>Title/Diploma awarded <i>Titre/Diplôme obtenu</i></b>	<b>Date awarded <i>Date d'obtention</i></b>

\* e.g. from September 2000 to June 2001/ *Exemple : de septembre 2000 à juin 2001*

**14. PLEASE GIVE THE CONTENT OF THE PROGRAMMES MENTIONED ABOVE  
(Attach an additional sheet of paper if necessary)**

*VEUILLEZ DONNER LE CONTENU DES PROGRAMMES MENTIONNES CI-DESSUS (Joindre une feuille supplémentaire si nécessaire)*

<b>Institution <i>Etablissement</i></b>	<b>Programme content <i>Contenu du programme</i></b>

**15. PROFESSIONAL EXPERIENCE IF ANY (Please fill out the table and attach your curriculum vitae/resumé )**

*EXPERIENCE PROFESSIONNELLE LE CAS ECHEANT(Veuillez compléter le tableau et joindre votre curriculum vitae)*

***Please specify the contact details of your supervisor (name, email address, phone number and fax number), we might contact him/her to confirm your attendance in the company.***

<b>Date / Date</b>	<b>Duration / Durée</b>	<b>Employer / Employeur</b>	<b>Function(s)/Position / Fonction(s)/Position</b>	<b>Full time/Part time</b>

**Essay 1 : On a separate sheet of paper, describe your work experience.**

*Essai 1 : Sur une feuille à part, expliquer votre expérience professionnelle.*

**16. REFERENCES**

**Please indicate below the names of two people who will complete the enclosed letters of recommendation.**

*Veuillez indiquer ci-dessous les noms de deux personnes qui vont remplir les lettres d'appréciation personnelle et confidentielle ci-jointes.*

**Your application cannot be considered until we have your referees' reports**

*Nous ne pourrons pas traiter votre dossier sans lettres de référence.*

<b>Name</b> <i>Nom</i>	<b>Name</b> <i>Nom</i>
<b>Title</b> <i>Fonction</i>	<b>Title</b> <i>Fonction</i>
<b>Institution</b> <i>Establishment</i>	<b>Institution</b> <i>Establishment</i>
<b>Address</b> <i>Adresse</i>	<b>Address</b> <i>Adresse</i>
<b>Phone</b> <i>Téléphone</i>	<b>Phone</b> <i>Téléphone</i>
<b>E mail address</b> <i>Adresse e mail</i>	<b>E mail address</b> <i>Adresse e mail</i>

**17. LEVEL OF FRENCH LANGUAGE /NIVEAU EN LANGUE FRANCAISE**  
**For your information, it's not compulsory to speak French.**

- Beginner / Débutant**
- False beginner / Faux débutant**
- Intermediate / Intermédiaire**
- Advanced / Avancé**
- Native speaker (See question 19)/Langue maternelle (Voir question 19)**

**18. LEVEL OF ENGLISH LANGUAGE /NIVEAU EN LANGUE ANGLAISE**

- Native speaker / Langue maternelle**
- TOEFL score : .....**
- Or other standardized English test .....**

➤ **OTHER PROOF OF ENGLISH LEVEL /AUTRES NIVEAUX EN ANGLAIS**

- Higher Education in English / Etudes Supérieures en anglais (provide a transcript/ fournir un relevé de notes)**
- Language of the workplace / Pratique quotidienne au travail**
- Other / Autres (please specify / merci de préciser) .....**

**19. This question only concerns native speakers of French or fluent French speakers.**

Vous allez remplacer le module de français par une autre langue étrangère, même en débutant. Merci d'indiquer la langue que vous souhaitez étudier :

<b>Langue</b>	<b>Débutant</b>	<b>Faux débutant</b>
<b>espagnol</b>		
<b>chinois</b>		
<b>allemand</b>		

**20. OTHER APPLICATIONS /AUTRES CANDIDATURES**

**Please indicate any other institutions to which you are applying / Veuillez indiquer les autres établissements dans lesquels vous soumettez votre candidature**

<b>Institution</b> <i>Etablissement</i>	<b>Course</b> <i>Programme</i>

## 21. SOURCE

**Please indicate where you first heard about the International Business programmes**

*Veillez indiquer où vous avez pris connaissance des programmes Internationaux*

**Guide/ Guide (please specify /merci de préciser)**

**Press advertisement/Annonce presse - (please specify /merci de préciser)**

**Newspaper article/ Editorial (please specify /merci de préciser)**

**Personal contact/ Contact personnel (please specify /merci de préciser)**

**Education Fair/ Salon de l'Etudiant (please specify /merci de préciser)**

**Internet (please specify which website /merci de préciser site web)**

Renaissance Seers Consultants Pvt. Ltd.,  
[www.renaissanceseers.com](http://www.renaissanceseers.com)

**Grenoble Graduate School of Business Website (Please specify how you found our website /merci de préciser comment vous avez trouvé notre site web)**

**Other sources/ Autres supports (please specify /merci de préciser)**

Renaissance Seers Consultants Pvt. Ltd., INDIA  
[www.renaissanceseers.com](http://www.renaissanceseers.com)

## 22. MOTIVATION

Please indicate on an additional sheet of paper any other information including professional experience that you wish to share with us as well as your reasons for choosing Grenoble Graduate School of Business and what you expect from this programme. **We attach particular importance to this section so please spend some time on your answer.**

*Veillez indiquer sur une feuille supplémentaire toute autre information, y compris toute expérience professionnelle susceptible d'apporter un plus à votre candidature et les raisons pour lesquelles vous avez choisi ce programme, ainsi que vos attentes. Nous accordons beaucoup d'importance à votre motivation, aussi prenez le temps nécessaire*

## 23. INTERNATIONAL EXPOSURE

Please list your most significant experiences growing up, living, studying, working or travelling outside your own country.

*Veillez énumérer la plupart de vos expériences significatives concernant votre vie, vos études, votre travail ou vos voyages hors de votre propre pays.*

<b>Activity / Activité</b>	<b>Duration / Durée From...to / De ... à</b>	<b>Country/Region Pays/ Région</b>

## 24. ESSAY 2

On a separate cover sheet, please reply to the question below. Your answers should be typed. Clearly indicate your name and the program for which you are applying at the bottom of the page.

*Sur une feuille à part, merci de répondre aux questions ci-dessous. Vos réponses devront être tapées. Veillez indiquer lisiblement votre nom et le programme pour lequel vous êtes candidat au bas de la page.*

**Subject : Have you ever experienced culture shock? What did it mean to you? If you have no experience of culture shock, what would you say to a foreigner moving to your home country? (300 words)**

## **Declaration:**

**I certify that the answers and other information given in this application are correct and complete. If my application is accepted I undertake to observe Grenoble Graduate School of Business' regulations and to ensure payment of fees and other liabilities.**

*Je certifie sur l'honneur exacts les renseignements ci-joints. Si ma candidature est retenue, je m'engage à respecter le règlement interne de Grenoble Graduate School of Business et à m'acquitter des frais de scolarité.*

**Signature of applicant**

*Signature du candidat*

**Date**

*Date*

# CONFIDENTIAL LETTER OF RECOMMENDATION

## > To the Applicant:

- ◆ *Please write your name legibly* in the space below before giving this letter of recommendation to the person of your choice. This recommendation should be transmitted to us directly by the evaluator.

Applicant's first and last name:
----------------------------------

- ◆ *Please specify the programme you are applying for*

<input type="checkbox"/> <b>BIB</b>
<input type="checkbox"/> <b>CIB</b>

## > To the Evaluator:

**The person whose name appears above is applying to study at Grenoble Graduate School of Business. Grenoble Graduate School of Business is looking for candidates with excellent intellectual capacities, adaptability and willingness to accept responsibilities. Your candid assessment of the applicant will greatly assist the overall evaluation of the candidate's application. We thank you for taking the time to fill out this questionnaire. Please note that your comments will be kept completely confidential. We would ask you to please forward this form to the address below at your earliest convenience.**

### **Grenoble Graduate School of Business**

MBA/MIB program administrator  
12 rue Pierre Séward - BP 127  
38003 GRENOBLE CEDEX 01  
France  
[www.ggsb.com](http://www.ggsb.com)

Name	_____
Organisation	_____
Tel	_____
Position	_____
Mailing Address	_____
	_____
	_____
	_____





- ◆ How long have you known the applicant? Under what circumstances have you known the applicant?
  
- ◆ Please briefly describe the applicant's principal strengths.
  
- ◆ Please briefly describe the applicant's principal weaknesses.
  
- ◆ Please indicate on the grid below the rating which best describes your opinion of the applicant.

EVALUATION CRITERIA	EXCELLENT	VERY GOOD	GOOD	AVERAGE	WEAK	DO NOT KNOW
Intellectual curiosity						
Ability to work in a team						
Willingness to assume responsibility						
Analytical abilities						
Ability to accomplish objectives						
Professionalism						
Communication in English						
Creativity and resourcefulness						

- ◆ Could you please provide a few examples to support your above opinions?
  
- ◆ Is the candidate capable of studying this programme in *English*?
  - yes                       no
  
- ◆ Is the candidate capable of studying this programme in *another country*?
  - yes                       no
  
- ◆ What is your overall opinion of the candidate?
  - Very favorable
  - Favorable
  - Unfavorable

**Date:**

**Signature and Stamp:**

***Please attach your business card***

# CONFIDENTIAL LETTER OF RECOMMENDATION

## > To the Applicant:

- ◆ *Please write your name legibly* in the space below before giving this letter of recommendation to the person of your choice. This recommendation should be transmitted to us directly by the evaluator.

Applicant's first and last name:
----------------------------------

- ◆ *Please specify the programme you are applying for*

<input type="checkbox"/> <b>BIB</b> <input type="checkbox"/> <b>CIB</b>
--

## > To the Evaluator:

**The person whose name appears above is applying to study at Grenoble Graduate School of Business. Grenoble Graduate School of Business is looking for candidates with excellent intellectual capacities, adaptability and willingness to accept responsibilities. Your candid assessment of the applicant will greatly assist the overall evaluation of the candidate's application. We thank you for taking the time to fill out this questionnaire. Please note that your comments will be kept completely confidential. We would ask you to please forward this form to the address below at your earliest convenience.**

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Name	_____
Organisation	_____
Tel	_____
Position	_____
Mailing Address	_____
	_____
	_____
	_____



- ◆ How long have you known the applicant? Under what circumstances have you known the applicant?
  
- ◆ Please briefly describe the applicant's principal strengths.
  
- ◆ Please briefly describe the applicant's principal weaknesses.
  
- ◆ Please indicate on the grid below the rating which best describes your opinion of the applicant.

EVALUATION CRITERIA	EXCELLENT	VERY GOOD	GOOD	AVERAGE	WEAK	DO NOT KNOW
Intellectual curiosity						
Ability to work in a team						
Willingness to assume responsibility						
Analytical abilities						
Ability to accomplish objectives						
Professionalism						
Communication in English						
Creativity and resourcefulness						

- ◆ Could you please provide a few examples to support your above opinions?

- ◆ Is the candidate capable of studying this programme in *English*?

**yes**                       **no**

- ◆ Is the candidate capable of studying this programme in *another country*?

**yes**                       **no**

- ◆ What is your overall opinion of the candidate?

- Very favorable
- Favorable
- Unfavorable

**Date:**

**Signature and Stamp:**

***Please attach your business card***