



**International
Leadership Institute**

Application Checklist

Application for Postgraduate Programs Admission

Required items by the office of admission for Completed application:

- ☐ \$150 Application processing fee
- ☐ Updated CV
- ☐ Official transcript form previously attended college of University
- ☐ Financial form
- ☐ Two passport size photo
- ☐ Expression of interest in less than 1000 words
- ☐ Letter of recommendation (2X)
- ☐ Copy of Passport or National ID card
- ☐ Work Experience more than 2 Years

BUSINESS SCHOOL Application Form

Please word process this form or complete in **BLOCK CAPITALS**

INTAKE: MONTH & YEAR

CENTRE

INTERNATIONAL LEADERSHIP INSTITUTE - ETHIOPIA

FULL TIME ☐ PART TIME ☒

STARTING LEVEL OF STUDY -Undergraduate Programmes only

Level 4 Level 5 Level 6

Programme Name & Number

NUMBER

Masters in Business Administration – International Business

P- 12034

PERSONAL DETAILS

MR ☐ MRS ☐ MISS ☐ MS ☐ DR ☐ OTHER _____

FULL LEGAL NAME

And in the order you wish
your name to appear on
your certificate.

1																				
2																				
3																				
4																				

DATE OF BIRTH (DD/MM/YYYY)

					1	9				
--	--	--	--	--	---	---	--	--	--	--

TELEPHONE NUMBER.
(INCLUDING COUNTRY CODE)

EMAIL ADDRESS

PLACE OF WORK (*Part time students in full-time employment only*):

YOUR PERMANENT ADDRESS

YOUR COLLEGE'S ADDRESS (this is where all
correspondence relating to your programme will be sent)

International Leadership Institute
Tel.: + 251 111 249 990 Fax: +251 111 249 989
Sub City: Gullele Kebele: 01/02 House No.: New
P.O.Box 20987 Code 1000
Addis Ababa, Ethiopia

The following information is required by the Department of Education & Employment of the United Kingdom for statistical purposes only:

EQUAL OPPORTUNITIES

Please tick appropriate box for the term that you feel most closely describes your ethnic or social group

White British	<input type="checkbox"/>	White Irish	<input type="checkbox"/>	Other White Background	<input type="checkbox"/>
Black British/Caribbean	<input type="checkbox"/>	Black British/African	<input type="checkbox"/>	Other Black Background	<input type="checkbox"/>
Asian British/Indian	<input type="checkbox"/>	Asian British/Pakistan	<input type="checkbox"/>	Asian British/Bangladesh	<input type="checkbox"/>
Asian Other	<input type="checkbox"/>	Chinese/Other	<input type="checkbox"/>	White/Caribbean(Mixed)	<input type="checkbox"/>
White/African(Mixed)	<input type="checkbox"/>	White/Asian(Mixed)	<input type="checkbox"/>	Other Mixed	<input type="checkbox"/>
Information Refused	<input type="checkbox"/>				

COUNTRY OF BIRTH

NATIONALITY

Do you have a disability? If yes, are you registered disabled, (Please tick appropriate box)

NO ☐

YES ☐

REGISTERED ☐

NOT REGISTERED ☐

Please indicate type of disability - you may tick as many areas as appropriate.

Dyslexia	<input type="checkbox"/>	Blind/Partially Sighted	<input type="checkbox"/>	Deaf/Hearing Impairment	<input type="checkbox"/>
Wheelchair/Mobility Difficulty	<input type="checkbox"/>	Personal Care Support	<input type="checkbox"/>	Mental Health Difficulties	<input type="checkbox"/>
Unseen Disability	<input type="checkbox"/>	Other disability not listed *	<input type="checkbox"/>		

*** Please specify:**

DATA PROTECTION ACT 1998

I agree to the personal data on my application form being used to administer the University's educational programme. It will be kept securely and only disclosed to those who need to know it.

A record of my stay at the University will be kept in perpetuity.

SIGNED (Applicant) _____ **DATE** _____

ALL INFORMATION FIELDS ARE REQUIRED, INCOMPLETE FORMS WILL BE RETURNED UNPROCESSED

QUALIFICATIONS

The following information is to be completed by the link tutor at the approved centre. All qualifications to be considered for admission onto the above programme of study should be clearly stated below. Original qualifications should be checked by the approved centre, and copies of these qualifications should be attached to this form having been signed and stamped as a demonstration of their authenticity. **Forms received without countersigned qualifications will be returned to the approved centre for action.**

Award (Degree/High School Diploma)	Grade (eg 2:1,pass)	Title/Subject (eg English/Maths etc)	Date of Award	Where Studied

Qualifications approved seen and signed? ☐

Qualifications attached? ☐

NAME (overseas prog leader):-

SIGNED: _____

DATE: _____

Financial Form

Name of Student: _____

Sponsored By

- ☐ Personal (self-sponsored)
☐ Sponsorship (please provide letter to guarantee)
☐ Not sure now (Will indicate in the future)

Sponsoring Government Organization _____

Person of Contact: _____

Phone number: _____

Sponsored by other organization

Other Sponsoring Organization: _____

Person of Contact: _____

Phone number: _____

Once admission is approved, students will be required to provide sponsorship letters from their sponsors

Official Use Finance Office at ILI

Sponsorship letter received and/or Financial guarantee approved:

Approved By _____

Date: _____

Signature: _____