

NORTHWOOD UNIVERSITY MBA at HIM
Montreux, Switzerland

Admissions Process

www.northwood.edu/graduate
www.him.ch/academics/mba.html



Minimum requirements:

1. A bachelor's degree with a GPA of 3.0 from an accredited, established, recognized university.
2. Strong English language capabilities: for non-native English speakers, a recent TOEFL (550 paper based or 80 internet based) or IELTS (overall band 7.0) would strongly support the acceptance of the applicant. However, a TOEFL or IELTS score is not mandatory for international applicants who have completed their entire undergraduate education in English.

Other factors that determine admission:

1. Applicant has a clear vision for purpose and goal of earning an MBA (career plan).
2. Applicant can communicate motivation and personal characteristics that are likely to make him/her more capable of succeeding in the program.
3. Although not a requirement, providing details about work experience increase the attractiveness of the applicant.

Other considerations:

1. Due to the academic rigor of the MBA program, it is advised that applicants have completed quantitative introductory courses in accounting, finance, economics, and statistics prior to entrance.
2. The Northwood Richard DeVos MBA is taught through intense classroom discussions, formal presentations, and written reports. Therefore, highly developed proficiency in English is essential.

Please contact the MBA Center in Montreux with questions regarding the MBA program or the application process

+41(0)21 966 48 23

mbaswitzerland@northwood.edu

Application Portfolio:

The following items are required before you are considered for conditional acceptance into the MBA Program.

1. **Complete the application form**

(go online <https://admissions.northwood.edu>)

2. **Personal statement:** (complete on separate document)

In order to maximize the DeVos learning experience, it is vital that MBA candidates possess the drive and determination essential to ensure program success. Please state your purpose in applying for graduate study, your particular areas of interest, related employment experiences, and any additional information that may aid the admissions officer in evaluating your preparation and potential for graduate study. Describe your aspirations upon completion of the DeVos MBA program. You will be evaluated on your writing ability.

3. **A curriculum vitae (CV) or résumé**

List in descending, chronological order your educational history and work experience. Please include awards and scholarships earned, professional organizations, language(s) spoken, other skills, etc.

4. **Two letters of recommendation**

In a good “letter of recommendation,” past or present professors and/or employers will comment on, for example, the applicant’s energy, motivation, management experience, and teamwork ability. The recommender should also give an opinion of the applicant’s ability to be a successful MBA student.

5. **Copies of university transcripts** (or originals sent directly from institution to NU MBA Center)

Please send copies of **all transcripts** that contributed to earning a bachelor’s degree.

6. **HIM enrollment form**

7. **Copy of passport**

8. **Admissions interview**

Applicant has a 20-30 minute interview with Northwood (by phone or in person).

If you are accepted into the program you will need to provide official transcripts, sent directly from the institution to the Northwood University registrar’s office in Michigan. Transcripts must indicate degree awarded and verification of completion. Transcripts not in English must be accompanied by a certified, literal (interpretive will not be accepted) English translation and a grading system explanation.

Verification notice: The Richard DeVos School of Management at Northwood University will verify application information and reserves the right to withdraw any offer of admission already made if there is any discrepancy between the self-reported information and the information provided through verification.





MBA Center, NORTHWOOD UNIVERSITY

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