

## Annex 2

### Admission process and requirements

Recruitment and admission process are carried out through a single admission channel, supervised by Corvinus. Admission requirements are mutually agreed by Corvinus and MSM, and they are the following:

1. Bachelor's degree or equivalent from a recognized institution
2. At least five years of work experience
3. Motivational interview (in person/online)
4. Proof of English proficiency (one of the below)\*:
  - IELTS (International English Language Testing System) required score:
    - 6.5 minimum, with no section below 5.5 on the Academic test
  - TOEFL (Test of English as Foreign Language) required scores:
    - 88 (internet based test)
    - 230 (computer based test)
    - 570 (paper based test or institutional TOEFL)
  - TOEIC (Test of English for International Communication) score:
    - 720, with passing both „Speaking & Writing” and „Listening & Reading”
  - Pearson PTE Academic test of English
    - Minimum score 59
  - Cambridge CPE English Proficiency test – C
  - Cambridge CAE English Advanced test – B
5. Attending Leveling Courses in four topics:
  - Foundations of Quantitative Research Techniques and Statistics
  - Foundations of Microeconomics
  - Foundations of Business Finance
  - Foundations of Accounting

*OR*

GMAT (Graduate Management Admission Test) – minimum score 600

*OR*

Equivalent GRE (Graduate Record Examinations) score

**All documents should be submitted not later than the deadline for application:**

1. Copy of the Bachelor's degree including English translation where applicable\*\*
2. Copy of the academic transcript including English translation where applicable\*\*
3. TOEFL/IELTS/TOEIC/PTE/CPE/CAE score report
4. Taking the Leveling Course **OR** GMAT/GRE score report\*\*\*
5. Motivation Letter
6. Two Letters of Recommendation, and at least one from the current employer (in English on company letterhead)
7. Certification of at least 5 years work experience issued by the employer(s)\*\*\*\*
8. CV in English including a portrait picture

9. Copy of valid national ID of applicants from Schengen countries *OR* copy of valid passport of applicants from non-Schengen countries.

*\* Exemptions are applicants from countries where the official language is English or applicants who have an undergraduate degree in English.*

*\*\* Originals need to be checked during the personal motivational interview and during the enrolment to Corvinus University. The diplomas issued by a non-Hungarian higher education institution are checked by the legal office of Corvinus University considering their equivalency.*

*\*\*\* The Leveling Course is required once the applicant is accepted following the submission of all application documents. Please see more details in the next section.*

*\*\*\*\* A simple letter issued by HR, or by mentioning the number of years at the company in the letters of recommendation*

The motivational interview covers the topics as follows:

- Re-checking the fulfilment of the entry requirements;
- Career path – sequence of positions, discussing defining challenges and how they coped with them;
- Scanning the motivation and the commitment of the applicant (e.g. what is his/her career vision and how is this linked to EMBA programme);
- Evaluating the applicant's communication and professional skills and her/his affinity to business environment and management, by asking strategic questions about his/her company, or discussing recent economic issues;
- Discussing the content and logistics of the Executive MBA programme to ensure that what we offer is in keeping with the applicant's needs, and that he/she is ready to devote the necessary time (including active class participation and home preparation) and overall commitment.