ADMISSION APPLICATION
GLOBAL MBA PROGRAM FOR ASIA
CLASS OF 2002

University of Michigan Business School
Ann Arbor, Michigan
The University of Michigan Business School welcomes applications from graduates of accredited colleges and universities in all areas of concentration: liberal arts, social sciences, physical sciences, engineering, and others. No courses in business management are required for admission, although students are expected to have an adequate background in communication skills, computer applications and mathematics. Before enrolling, students must complete the equivalent of a four-year U.S. bachelor’s degree. In addition, all applicants are required to take the GMAT (Graduate Management Admissions Test), and applicants whose native language is not English are required to take MELAB or TOEFL.

The selection process emphasizes each applicant’s demonstrated and potential abilities as a student, manager, and leader. These abilities are reviewed by the Admissions Committee in the context of:

- Prior academic record, including areas of strength and trends in scholastic performance.
- General aptitude for business studies as measured on the GMAT.
- Background, maturity, interpersonal skills, and leadership potential as indicated by employment history, activities, recommendation, essay, and the interview.
- English language skills as assessed by MELAB or TOEFL, the analytical writing assessment in the GMAT and an interview.

The faculty expect every student to be able to use integral and differential calculus since it serves as a prerequisite for core courses. Students also should have basic computer proficiency and be familiar with word processing and spreadsheet applications.

◆ Application Check List

The completed application you send us should include:

- Completed, signed admission form
- Typed essay question responses
- Completed data processing sheet
- A copy of your resume (limit of one page) (A resume sample attached.)
- Copies of your transcripts (academic records) and graduation certificates indicating the date and conferral of your degree in a sealed and signed (across the seal on the back) envelope from each college or university you have attended. All transcripts should bear the official seal and signature of the institution. If the original language of the transcript or diploma is not English, a certified English translation must accompany the original document. A translation should be literal rather than interpretive. If a certified copy of the original transcript is submitted, it must be certified by the institution from which the degree was received. Documents notarized by a Notary Public are not acceptable.

◆ How to apply

Complete and submit the application form with other documents listed in the application check list section below to the following address by Friday, November 10, 2000.
Credentials must include the following information:

* Years of attendance
* Courses taken
* Grades received
* Degree, diploma, or certificate awarded and date of award

- 2 Recommendation forms each in a sealed and signed (across the seal on the back) envelope by a recommending person. We strongly suggest you ask for evaluations from a person who has been directly responsible for assessing your managerial performance. The admission committee may contact recommending persons for further information about the candidacy of an applicant.

- Completed student biography form*

- Two passport size photos*

* The student biography form and photos are not part of the admission application and will not be used in the admission process. The student biography will be used to assist faculty in determining the degree of preparedness of students in their courses. Photos are for the Global MBA office record.

◇ Other Requirement

GMAT
You should arrange for your scores on the GMAT to be reported to us directly by the Educational Testing Service. Test scores are valid for five years; scores more than five years old are not accepted. The University of Michigan code number is 1839. Registration information for the GMAT may be obtained from:

Educational Testing Service-GMAT
P.O.Box 6103
Princeton, New Jersey 08541-6103
Phone: 609-771-7330
Fax: 609-883-4349
E-mail: gmat@ets.org
Website: http://www.gmat.org

MELAB
If your native language is not English, you must demonstrate competence in English by taking either MELAB or TOEFL. Applicants who have earned a degree from a United States school or an institution abroad where the curriculum is exclusively in English are exempted from the MELAB/TOEFL requirement.

TOEFL
If you are taking TOEFL, you must also take the writing test included in the examination unless it is not given at your test site. TOEFL scores are valid for two years. You should arrange to have your scores on the test reported to us directly by the Educational Testing Service. The University of Michigan code number is 9585. Registration information for the TOEFL may be obtained from:

Educational Testing Service-TOEFL
P.O.Box 6151
Princeton, New Jersey 08541-6151
Phone: 609-771-7100
E-mail: toefl@ets.org
Website: http://www.toefl.org

MELAB
For those who want to take the MELAB, the GMBA Program will offer the test twice in Seoul as follows:

Exam 1
Application due date: 5 p.m., Fri, Aug. 25
Test date and time: 9 – 12 a.m., Sun., Sep. 17
Test score report date: Mon., Oct. 2

Exam 2
Application due date: 5 p.m., Fri, Oct. 13
Test date and time: 9 – 12 a.m., Sun., Nov. 5
Test score report date: Mon., Nov. 20

Both exams will be offered at the Maekyung’s head quarters in Seoul, Korea. An exam application form and exam preparation kit($30) are available at:

Michigan Global MBA Program, Seoul Office
Maekyung Academy
Maeil Business Newspaper
Phil-Dong 1 Ga, Joong-Gu
Seoul, Korea 100-728
Phone: (02) 2000-2737
E-mail: agmba@mk.co.kr

If you want to take the MELAB, please submit your application form and fee ($50 as of June 1, 2000) to the Michigan Global MBA program, Seoul office by the due date.

The scores of GMAT and MELAB/TOEFL should be submitted to the School by November 30, 2000. Please keep in mind that it takes 4-6 weeks for the official scores to be reported to the school after you take GMAT and TOEFL.
Please note that you can take GMAT, MELAB and TOEFL as many times as you want. The admission committee will use your best scores for admission consideration.

Questions?

For questions regarding the application, please contact the Michigan Global MBA Program at:

**Ann Arbor Office**
3282A 701 Tappan St.
Ann Arbor, MI 48109-1234
Phone: 1-734-763-5398
Fax: 1-734-936-2567
Email: agmba@umich.edu
Web site: www.umich.edu/~agmba

**Seoul Office**
Maekyung Academy
Maeil Business Newspaper
Phil-Dong 1 Ga, Joong-Gu
Seoul, Korea 100-728
Phone: (02) 2000-2735
Fax: (02) 2265-8241
Email: academy@mk.co.kr

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**Admission Process Dates**

**November 10, 2000**
Application due

**November 30, 2000**
Test results (GMAT and MELAB/TOEFL) due date

**December 1, 2000**
Interview schedule notification. The admission committee will complete the preliminary screening process and notify the applicants about the personal interview schedule.

**December 4-8, 2000**
Interview for the applicants. Admission committee staff will visit applicants’ country for a 30-minute face-to-face interview.

**December 15, 2000**
Admission decision notification.
PERSONAL DATA

- Personal Information

   [ ] Male
   [ ] Female

   Full Name (Last, First, Middle) ____________________________

   U.S. Social Security Number (If available) ____________________________

   Country of Citizenship ____________________________

   Date of Birth (month-day-year) ____________________________

   City and Country of Birth ____________________________

   Home Address ____________________________

   Phone* ____________________________

   City ____________________________

   State (Province) ____________________________

   Country ____________________________

   Zip Code ____________________________

   Work Address ____________________________

   Phone* ____________________________

   Fax* ____________________________

   E-mail ____________________________

- Family Information (optional)

   Spouse's Name ____________________________

   Phone* ____________________________

   Occupation ____________________________

   Work Phone* ____________________________

* Please include country and area code

- Exam Information

   Date when you took or plan to take GMAT ____________ ____________ ____________

   Date when you took or plan to take TOEFL ____________ ____________ ____________

   Date when you took or plan to take MELAB ____________ ____________ ____________

   Only the best score of GMAT and either TOEFL or MELAB will be used for the assessment of your application.
EDUCATION

- List in chronological order all colleges or universities attended. Include name, city or location, degree, year, major, and dates attended. We require one official transcript from each school attended for degree or transfer credit course work if it is transferred towards a degree at another university.

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- Indicate distinctions, honors, and awards for academic achievement or community service, date received, and basis for selection.

- Indicate the name and dates of involvement and all positions held in clubs or athletic organizations and other campus or community activities:
MATHMATICS REQUIREMENT

The faculty expect every student to be able to use integral and differential calculus since it serves as a prerequisite for first-term courses. Students who have not successfully completed a college-level calculus course should do so prior to enrolling in the MBA program.

I understand the mathematics requirement and:

☐ have satisfied it through prior coursework.

☐ will satisfy it before enrolling in the MBA program.

Signature: Your signature required

Date:

ESSAY QUESTION

Provide essay responses to the following questions, each on a separate page. Limit each response to 500 words. At the top of each page, please put your full name and a complete statement of the question being answered. Use at least 11 point font and 1.5 line spacing.

1. What has been your most significant professional achievement? What has been your toughest professional challenge and how did you address it?

2. Describe your post-graduation career plans. How will your education, experience, and development to date support those plans? How will an MBA from the University of Michigan Business School help you attain your goal?

3. Describe a failure or setback in your life. How did you overcome this setback? What, if anything, would you do differently if confronted with this situation again?

4. (Optional) If there is any other information that you believe is important to our assessment of your candidacy, feel free to add it to your application.

RELEASE OF GRADE INFORMATION

Upon admission to the University of Michigan Business School, I grant permission to School to release my grade information to the company sponsoring me.

Signature: Your signature required

Date:
CERTIFICATION
OF INFORMATION

Have you ever been expelled, suspended, placed on probation, or been subject to any other disciplinary action at any secondary school or college you have attended? (You must check a response.)  Yes ___  No ___

Have you ever been convicted of a criminal offense other than a minor traffic violation, or been found to be delinquent by a court, or are there such charges currently pending against you at this time? (You must check a response.)  Yes ___  No ___

If you answer yes to either of these questions, now or at a later date, please submit a statement of explanation.

I certify that the information provided in this application is accurate and that the response and essays are my own work. Except as noted below, the School may verify any information stated here. I understand and agree that any misrepresentation or omission of facts in my application will justify the denial or cancellation of admission to the School before or after enrollment.

Signature: Your signature required

Date:

Exceptions

UMBS
HONOR POLICY

“We the members of the University of Michigan Business School community-students, faculty, staff-commit ourselves to do our work and perform our duties honestly. We understand that in striving for excellence in performance, our personal and institutional integrity is our most precious asset, and accordingly, we will not knowingly act in ways which erode that integrity.

Because we are an academic community, honesty in our academic work is vital. Accordingly, we pledge neither to cheat nor to tolerate cheating.

We pledge neither to plagiarize nor to use the work of others without proper credit. We pledge to share community resources, such as facilities, library materials, and computing hardware and software, in ways that are responsible and that comply with established policies and with the principle of fairness. We will treat each other with respect. We will honor the dignity and value of each member of our community. We will fulfill our commitments to each other. We will extend these same courtesies to our guests.

We value both cooperation and competition as means to high achievement. We are free, indeed encouraged, to cooperate to assist each other’s learning, except in those instances when student members of the community are directed or expected to work individually. We will compete for the purposes of stimulating high performance and raising standards. However, we seek competition that is constructive, and which is professional, not personal, in nature.

Finally, we accept adherence to the Honor Policy as a condition of membership in the University of Michigan Business School Community.”

By signing here, I agree to adhere to this Honor Policy if I enroll as a student at the University of Michigan Business School.

Signature: Your signature required

Date:
RECOMMENDATION FORM

TO THE APPLICANT

Complete only this portion of the form. Please request that your Department Head/Nominating Manager complete the rest of the form.

Your name (Last) (First) (Middle)

TO THE RECOMMENDER

Thank you for agreeing to provide an evaluation of the individual named above. We value your frank and thoughtful assessment of the applicant. Your comments will be seen only by persons involved in the admission process. Applicants do not have access to this evaluation. When the admissions process is completed, your report will be destroyed. It does not become part of the student’s permanent file. The admission committee may contact you for further information about the applicant’s candidacy.

We are very interested in answers to the following questions, but invite you to provide any other information you think relevant. In order to facilitate the typing or word processing of this form, please provide your responses on your own letterhead or stationery.

Your assistance in providing responses to the following questions is sincerely appreciated.

-The admission committee

1. How long and in what connection have you known the applicant?

2. Many qualities, including reasoning, communication, interpersonal skills, and leadership contribute to an individual’s effectiveness in management. Please comment on the applicant’s strengths in these areas and identify the qualities which the applicant still needs to develop for an effective managerial career.

3. What special personal qualities does the applicant possess?

4. Compared to others handling similar responsibilities in your organization, how would you rate the applicant?
Based on your experiences, how does the applicant compare in the following areas with applicants for graduate management study in general?

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In summary I ...

☐ enthusiastically recommend
☐ recommend
☐ recommend with some reservations
☐ do not recommend

This applicant for admission to the University of Michigan Global MBA Program.

Signature of Recommender

Date (month-date-year)

Name of the Recommender

Title

Department

Company

Address

Phone No.

City

State (Province)

Country

Fax No.

Please place this recommendation and your response to the questions on the previous page in an envelope, **seal, and sign across the seal**. Return to the applicant as soon as possible. The applicant will submit the sealed envelope containing your recommendation as part of the admission application. Thank you for your assistance. - The Admission Committee
RECOMMENDATION FORM

University of Michigan Business School
Global MBA Program
Ann Arbor, Michigan 48109-1234

TO THE APPLICANT

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In summary I...

☐ enthusiastically recommend
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☐ recommend with some reservations
☐ do not recommend

this applicant for admission to the University of Michigan Global MBA Program.

Signature of Recommender ___________________________ Date (month-date-year)

Name of the Recommender ___________________________ Title ___________________________

Department ___________________________ Company ___________________________

Address ___________________________ Phone No. ___________________________

City ___________________________ State (Province) ___________________________ Country ___________________________

Fax No. ___________________________

Please place this recommendation and your response to the questions on the previous page in an envelope, seal, and sign across the seal. Return to the applicant as soon as possible. The applicant will submit the sealed envelope containing your recommendation as part of the admission application. Thank you for your assistance. - The Admission Committee
DATA PROCESSING SHEET

University of Michigan Business School
Global MBA Program
Ann Arbor, Michigan 48109-1234

* The codes to be entered are attached at the end.

1. Last Name __________________   First Name _______________________    Middle Name _______________

2. Marital Status (Optional): ___ Married    ___ Single

3. U.S. Social Security (If available): __ __ __ - __ __ - __ __ __ __

4. Gender: ___ Male   ___ Female


            ___ Non-U.S.    If Non-U.S., Country: ______________________

            ___ U.S. Resident If U.S. resident, Reg. No.: ________________  Home Country: ____________

6. Date of Birth:    __ __ - __ __ - __ __  (MM-DD-YY)

   Place of birth: City__________________    Country ____________________

7a. US Citizens and Permanent Residents only (optional)

            ___ Asian/Pacific Islander (including Indian subcontinent)

            ___ American Indian/Alaskan Native

            ___ White (persons not of Hispanic origin, having origins in any of the original peoples of Europe,
            North Africa, or the Middle East.

            ___ African American/Black (not of Hispanic origin)

            ___ Hispanic/Latino (Spanish culture origin, regardless of race)

            ___ Race not included above, please specify______________

7b. Are you multiracial or multi-ethnic (parents are of two or more of the above groups)?

            ___ Yes    Please Specify______________________________

            ___ No

8. Email address at which we may contact you: ______________________________________________________

Current Mailing Address

9. Current Home Phone (Include Area/Country Code) _________________________________________________

10. Street________________________________________________City________________________________

State____________________   Country ___________________________    Zip____________________________

Permanent Mailing Address (if different from above)

11. Permanent Phone (Include Area/Country Code) _________________________________________________
12. Street________________________________________________ City________________________________
State____________________   Country ___________________________    Zip____________________________
13. Work Phone (Include Area/Country Code) _______________________________________________________
14. Are you applying for Financial Aid? ___Yes      ___No
15. Are you a Michigan resident under University Tuition Policy?
   ___ Yes, County of Residence________________________
   ___ No
   (Note: If you previously attended the University of Michigan as a non-resident, your residency classification can only be changed by filing a petition with the Residency Office.)
16. Is an organization/company sponsoring your MBA studies?
   ___Yes, Please Specify ___________________________________________________________________
   ___ No
17. Please indicate the colleges/universities from which you have received a degree, starting with your undergraduate institution.

   Undergraduate_______________________________________ Attended from _____________to _____________
   MM/YY     MM/YY
   College Code* ___-___-___-___ Degree** ___-___-___-___ Major** ___-___-___-___ GPA (4.0 scale) ______
   City________________________________________ State/Country________________________________
   Institution_______________________________________ Attended from _____________to _____________
   MM/YY     MM/YY
   College Code* ___-___-___-___ Degree** ___-___-___-___ Major** ___-___-___-___ GPA (4.0 scale) ______
   City________________________________________ State/Country________________________________
   Institution_______________________________________ Attended from _____________to _____________
   MM/YY     MM/YY
   College Code* ___-___-___-___ Degree** ___-___-___-___ Major** ___-___-___-___ GPA (4.0 scale) ______
   City________________________________________ State/Country________________________________

18. Field of Interest for Your MBA studies ** ___-___-___-___
19. Work Experience: Please mark below the amount of full-time work experience you will have completed between your graduation from college and your enrollment at the University of Michigan Business School. Do not include time spent in full-time master’s level programs or summer jobs; do include military experience.
   ___None   ___1-6 months   ___7-11 months   ___1-2 yrs   ___3-4 yrs   ___5-6 yrs   ___7-8 yrs   ___9-10 yrs   ___11+ yrs
20. Current Employer ________________________________________________       Industry ** ___-___-___-___
    Job Title________________________________________________________       Function** ___-___-___-___

Data Processing 2/3
21. Language skills: Please describe your speaking ability in languages other than your native language.

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<th>Reading Proficiency</th>
<th>Writing Proficiency</th>
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<td>High</td>
<td>Med.</td>
<td>Low</td>
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<th>Language Code**</th>
<th>Speaking Proficiency</th>
<th>Reading Proficiency</th>
<th>Writing Proficiency</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>High</td>
<td>Med.</td>
<td>Low</td>
</tr>
</tbody>
</table>

22. ___ My interview was on/is scheduled for ____________ with an ___ Admissions Office Representative ___ Alumni

___ I was unable to schedule an interview by the deadline.

23. Are you ___ Certified Public Accountant

___ Chartered Accountant

___ Certified Managerial Accountant

___ Not Applicable

• Insert college code from Appendix A of the GMAT bulletin; if unknown leave blank. **Codes to be entered are listed in the following page.

### Office Use

<table>
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<tr>
<th>GMAT</th>
<th>Date <em><strong><strong>-</strong></strong></em> Total_____ Verb______ Quant _______ AWA ________</th>
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<td>TOEFL</td>
<td>Date <em><strong><strong>-</strong></strong></em> Total_____ Part1______ Part 2______ Part 3 _______</td>
</tr>
</tbody>
</table>

### Incomplete

___ Transcript

___ GMAT

___ MELAB/TOEFL

___ Recommendation

___ Other __________________

### Application Status as of Date ____________ ____________ ____________
STUDENT BIOGRAPHY

University of Michigan Business School
Global MBA Program
Ann Arbor, Michigan 48109-1234

Please type or print in black ink.

Name(last, first, middle)------------------------------Student No.(Leave it blank)

Company---------------------------------------------Title

Work Experience(years)-------------------------------Date of Birth(Month, day, Year)

Hobby

Area of Interest*

- Education (List in chronological order all colleges or universities attended.)
  Year(month, year)-------------------------------Institution-----------------------------------Location(city, country)
  Degree-------------------------------Major-------------------------------Minor(if any)

- Work Experience (List work experience from the most recent one including current position.)
  Year(month, year)-------------------------------Company-----------------------------------Location(city, country)
  Department-----------------------------------Title
  Responsibility

  Year(month, year)-------------------------------Company-----------------------------------Location(city, country)
  Department-----------------------------------Title
  Responsibility

- Foreign Experience (If any)
  Year(month, year)-------------------------------City, Country-------------------------------Responsibility

PHOTO (Passport size)

Student Biography Form
JULIE A. ASK
julie.ask@umich.edu
635 Hidden Valley #215
Ann Arbor, MI 48104
(313) 747-6597

EDUCATION

UNIVERSITY OF MICHIGAN
School of Business Administration
Master of Business Administration, May 1996
• Business School Scholarship Recipient
• Selected as a Career Counselor by the Office of Care Development
• Emphases in Operations Management, Corporate Strategy, and Japanese
• Elected Global Blue Representative (Student Alumni Representative)
• Scored in top 1% on GMAT (750)
• Member of Consulting Club and MBS Ice Hockey Team

MASSACHUSETTS INSTITUTE OF TECHNOLOGY
Cambridge, MA
Master of Science in Electrical Engineering, June 1991
• Self-financed graduate education through graduate teaching assistantship
• GPA 4.8/5.0

Bachelor of Science in Electrical Engineering, June 1990
• Captain, Varsity Soccer Team; NEW8 Conference champions
• Assistant Captain, MIT Women’s Ice Hockey Team; 1990 Nat’l Championships
• Volunteer in local, inner-city schools

EXPERIENCE

BOOZ ALLEN & HAMILTON
Cleveland, OH
Summer 1995
Summer Associate
• Performed industry analysis and established selection criteria for critical supplier partners.
• Analyzed processes to determine key interfaces and critical cost drivers as part of client/supplier team.

1991-1994
PACKARD ELECTRIC EUROPA (ACG/GM)
Wuppertal, Germany
Project Engineer, Modular Products
• Selected for landmark cockpit assembly project as a member of cross-functional, transatlantic team with customers and suppliers.
• Presented results of assembly, logistics, and production facility design for cockpit module in German to customers.
• Coordinated technical personnel and resources in support of global purchasing reduction program.
• Promoted to 2 pay levels beyond experience after 1 year.

1990-1991
COMMUNICATION SATELLITE CORP. (COMSAT)
Clarksburg, MD
Engineering Intern
• Self-directed, independent research in the field of Microwave Circuit Design.
• Analyzed characteristics and empirical data of microwave circuits and components as part of modeling and design process.

ADDITIONAL
• Proficient in business and conversational German
• Volunteer tutor at Mitchell Elementary School (Michigan Mentors Program)
• Enjoy individual traveling (China, India, Russia, and Europe) and foreign cultures

Sep 1995