

Application No:.....

Please tick if you are  
applying on a provisional basis



*SAIM College*

*(Affiliated to Pokhara University)*

MASTER OF BUSINESS ADMINISTRATION (GLOBAL BUSINESS)

MBA (GLOBAL BUSINESS)

**APPLICATION FOR ADMISSION**

**FALL 2018**



## SAIM College

Old Baneshore, Kathmandu  
Post Box No: 23955, Kathmandu, NEPAL.  
Phone.No: 4474747, 4484832

url: <http://www.saim.edu.np>

email:-info@saim.edu.np

Your recent  
passport  
size photo

### APPLICATION FORM FOR ADMISSION

I hereby apply for admission to the MBA (Global Business). IF ADMITTED, I AGREE TO ABIDE BY THE RULES AND REGULATIONS OF THE INSTITUTE.

#### I. PERSONAL DETAILS

1. Name: \_\_\_\_\_  
*First* *Middle* *Family*

2. Date of Birth: Day \_\_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_\_

3. Gender: Male \_\_\_\_\_ Female \_\_\_\_\_

4. Nationality \_\_\_\_\_

5. Marital Status: Single \_\_\_\_\_ Married \_\_\_\_\_ Separated \_\_\_\_\_ Widowed \_\_\_\_\_

6. Father's Name \_\_\_\_\_ Occupation \_\_\_\_\_

7. Mother's Name \_\_\_\_\_ Occupation \_\_\_\_\_

8. Mailing Address

\_\_\_\_\_  
\_\_\_\_\_

9. Permanent Address (if different from mailing address):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10. Phone: Home: \_\_\_\_\_ Office: \_\_\_\_\_ Mobile: \_\_\_\_\_

12. E-mail: \_\_\_\_\_

**II. EDUCATION**

Please list from SLC onwards, by placing the most recent ones on top. Please enclose transcripts (attested copies) of all academic programs that you have completed.

Name of Institution	Location (City/Country)	Degree Awarded	Year Completed	Aggregate Percentage / Grades Obtained	Division

**III. PROFESSIONAL EXPERIENCE: (If any)**

Starting from your present or most recent job, please list all full – time positions held by you. Use additional sheet if required.

Name of Organization	Employment Period		Job Title	Major Responsibilities
	From	To		

**IV. AWARDS AND RECOGNITIONS:**

Significant awards and academic prizes won:

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V. ABOUT THE APPLICANT:

- a. Please describe yourself by listing your interests and hobbies, your strengths and weaknesses and your goals in life.  
(Please, attach separate sheet if necessary)

- b. Please describe briefly your motivation for applying to the Master of Business Administration (Global Business) program and also state your career goal. Please describe how your participation in the MBA (Global Business) program will assist you in achieving your stated career goal.  
(Please attach separate sheet if necessary)

## VI. LETTER OF RECOMMENDATION

Applicants are required to get two letters of recommendation, the forms for which are provided along with the application form, preferably one from an academican and the other from a previous employer. If you have not been previously employed, two letters from your teachers/professors will be accepted.

Name	Institution	Position Held	Telephone Number

I hereby certify that the information provided in this application form is true and correct to the best of my knowledge. I accept that any wrong representation of information will automatically result in disqualification and cancellation of my admission into the program.

Date: \_\_\_\_\_

\_\_\_\_\_  
(Signature of the Applicant)

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*Note: Applicants are required to fill and submit the following documents while applying for admissions.*

- Two Recommendation Letters
- Attested copies of all academic transcripts (SLC onwards).
- Attested copies of all character certificates (SLC onwards).
- Attested copy of citizenship
- Two copies of passport size photos.
- Application Fees Nrs.1000

### Admission Enquiries:

The Admission Office  
SAIM College  
Devkota Sadak, Old Baneshore,  
Post Box No. 23955, Kathmandu; Nepal.  
Ph: 4 474747, 4 484832  
Email: info@saim.edu.np