CAUCASUS SCHOOL OF BUSINESS

PhD Application

FIELDS:
- FINANCE
- MARKETING
- MANAGEMENT
INSTRUCTIONS FOR COMPLETING THIS APPLICATION

Please print carefully in ink (no pencil). Answer every question completely.

Submit all materials, including transcripts and letters of recommendation, with your application in one envelope.

The application, together with all supporting materials, becomes the property of the PhD Program of CSB. We are unable to return anything submitted.

- Transcripts should bear official seal of the institution and the signature of the Registrar (the registrar should enclose an official transcript, seal and sign across the back flap of the envelope and return it to you). A Xerox or photocopy made by you will not suffice.

- GMAT All applicants are required to take the Graduate Management Admission Test (GMAT). The test must less than 5 years old. The test results should be presented with application or in two weeks after completion of Prep semester. The Admissions Committee will not consider an application complete until an official report of the GMAT has been received. (The CSB Code for GMAT is 7191)

- The application cannot be processed until you have signed it. Please make sure that you have signed all other forms on which your signature is required.

- Statement of Purpose Tell us about the process through which you decided to pursue a PhD in business, as well as your research interests and your career plans. This is your opportunity to help us better understand who you are as an individual, a potential researcher, and a future academic. Please double space your statement.

- Letter of Recommendation Three letters of recommendation are expected. Fewer than three will probably diminish your chances of admission, but more than three are unlikely to improve those chances. The letters should be from those who have taught you most recently in the field in which you wish to do graduate work. If you recently have been out of school, one letter should be from your employer, supervisor, or other person familiar with your most recent activities.

- Resume You must submit a current resume that describes your work history and education.

- Copy of research paper (if available) You have to submit your most recent research paper or research proposal.
Submit your completed application and supporting documents to:
PhD Program Office
Caucasus School of Business
Chavchavadze lane #1
Tbilisi, 0179
GEORGIA

**PhD Program**
**APPLICATION FORM FOR ADMISSION**

**MAJOR AREA**

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<tr>
<th>Finance</th>
<th>Marketing</th>
<th>Management</th>
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Name ________________________________
Surname ________________________________
First Name ________________________________
Middle ________________________________

- **Sex**
  - Male
  - Female

- **Date of Birth**
  - DD
  - MM
  - YYYY

- **Nationality** ________________________________

- **Country of Citizenship** ________________________________

- **Current Address**
  - Number and Street: ________________________________
  - Apartment Number: ________________________________
  - City and Zip Code: ________________________________
  - Country: ________________________________

- **Permanent Address (if different)**
  - Number and Street: ________________________________
  - Apartment Number: ________________________________
  - City and Zip Code: ________________________________
  - Country: ________________________________

- **Home Phone** ________________________________
- **Work Phone** ________________________________
- **Fax** ________________________________

- **E-mail** ________________________________
- **Home page URL** ________________________________

- **EDUCATION INFORMATION** (If more space is needed, please attach addendum)

(The official copies of all transcripts must be enclosed along with the application)
Scholarships, prizes and other distinctions obtained (list only the most important):

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<tr>
<th>Name of Award</th>
<th>Reason for Award</th>
<th>Date of Award</th>
<th>Value of Award if any</th>
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• Professional Examinations Passed:

EMPLOYMENT HISTORY

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• Please list articles, books, or any other materials published, or any inventions patented:

• The GMAT is required of all applicants. Scores must be received before the application deadline and must be less than 5 years old, or should be presented in two after completion of Prep semester. Please attach the copy of the official score report (if available).

• Please attach a detailed statement explaining why you are interested in PhD Program.
I certify that the information provided on this form and on any attached documents is true and accurate to the best of my knowledge. I understand that omissions or falsifications may result in denial or revocation of admission. I understand that this form is only one part of the application process and that all application materials required by the Caucasus School of Business must be submitted for me to be considered for admission.

Signature of Applicant _______________________ Date: ___________________________

CAUCASUS SCHOOL OF BUSINESS

SUPPORTING REFERENCE

INSTRUCTION FOR A REFEREE SUPPORTING AN APPLICATION TO A PHD PROGRAM

To be completed by the applicant

Name(legal) _______________________/______________________/______________________
Last (family)                 First Name  Title (Mr/Mrs/Miss/Dr etc)
Date of Birth _______/______/_______ Sex:    Male        Female
DD             MM          YYYY
Email _____________________________   Telephone _________________________________
Major Area    Finance         Marketing   Management

To be completed by the referee

Referee ________________________________________/    /________________________________________/
Name                    Position
Institution ______________________________________/     /________________________________________/
Name        Faculty
Address   ______________________________________/ Telephone /_________________________________/ 
City _______________________________________/  E-mail:  ___________________________________/ 
Country _______________________________________

This form is not the reference. Please now write your reference or recommendation on a separate sheet of paper. The paper should be the letterhead of your institution: if you are not able to use a letterhead, please attach your business card and make sure you sign and date the reference.

CSB would appreciate a statement form you concerning how well you think this applicant will do as a PhD student in preparation for a career in research and teaching. It would be helpful to the selection committee if you could include in your statement answers to the following questions:
How long have you known the applicant and in what capacity? Please include the context of your interaction.

What do you consider to be the applicant’s talents and strengths?

What do you consider to be the applicant’s weaknesses or development needs?

How well suited is the applicant to conducting independent and original research?

As a member of the CSB community, the applicant would be expected to participate in intellectual discussion with both faculty and students. How would you expect him/her to engage in this lively academic debate and criticism?

Referee’s signature ___________________________    Date ____________________________

To deliver, please:

1 Enclose one copy of this form and your recommendation in a SEALED envelope.
2 Sign your name across the seal and cover it with clear tape.
3 Return the envelope to the applicant. Please do not send it direct to CSB.
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