

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 be 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

Affix your
photo
here

MAJOR AREA

Finance

Marketing

Management

Name _____
Surname First Name Middle

•Sex Male Female •Date of Birth ____/____/____
DD MM YYYY

•Nationality _____ • Country of Citizenship _____

•Current Address

•Permanent Address (if different)

Number and Street:	Number and Street:
Apartment Number:	Apartment Number:
City and Zip Code:	City and Zip Code:
Country:	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)

Name and Location of the Educational Institution	Degree	Major	Dates Attended	
			From	To

Scholarships, prizes and other distinctions obtained (list only the most important):

Name of Award	Reason for Award	Date of Award	Value of Award if any

• Professional Examinations Passed:

EMPLOYMENT HISTORY

Organization	Location	Period of Employment	Title

• 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 from 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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