

**GENEVA MASTER OF ADVANCED STUDIES IN
EUROPEAN AND INTERNATIONAL GOVERNANCE**

MEIG Application Form

1. Personal informationⁱ

Sex ☐ female ☐ male

.....
Surname

.....
First name(s)

.....
Date of birth

.....
Phone (work)

.....
Place and country of birth

.....
Phone (private)

.....
Street/street number

.....
Phone (mobile)

.....
Zip/postal code

.....
City

.....
Country of residence

.....
Apartment n°/c/o, etc.

.....
Nationality

.....
E-mail (private)

.....
E-mail (work)

How do you wish to be contacted ?

Please send news and information concerning course topics or my studies in general to my

☐ home ☐ work e-mail address.

My e-mail addresses can be passed on to my fellow students and lecturers of the MEIG Programme

☐ Yes ☐ No

2. Education

Previous university education in Switzerland

Have you enrolled previously in a Swiss higher education institution? ☐ Yes ☐ No

If yes: Swiss enrolment number (SIUS):

If you are not able to provide your enrolment number, please give the name of the last higher education institution you attended in Switzerland :

Highest university qualification obtained

.....
Programme/course studied Name of University

.....
Name of degree Standard period of study

.....
Total ECTS credits points acquired Date of completion

.....
ECTS grade

or (if no ECTS grade is indicated)

.....
Academic honour or Average mark

Thesis topic (if given)

3. Previous employment and current position

Please briefly summarise your professional positions and activities in recent years – also in the fields related to European and International Governance.

Are you currently employed ?

☐ employed ☐ self-employed ☐ other

☐ Yes, full-time

☐ Yes, part-time → percentage worked : %

☐ No, because you are : ☐ seeking employment ☐ on training leave

☐ Other, please specify :

.....

.....

Name of the employer

.....

Position held

.....

Total duration of professional experience (in years/months) at the beginning of your intended studies.

If you are currently unemployed please complete the following section based on the last position you held.

Main area of activity

4. Letter of motivation

Please indicate in a **separate letter of motivation why** you would like to pursue the Geneva Master in European and International Governance (MEIG).

Do you already have specific plans for financing your studies (private funding, bank loan, company funding, etc.) ?

Would your employer support your Master studies ?

☐ My employer has not indicated explicit support of my future studies.

My employer will support me by:

☐ Reducing my workload and/or giving me time off work for my studies

☐ Providing financial support towards my tuition fees (in %):

☐ Other, please specify :

5. Information on end-of-study work

Please indicate which form of the end-of-study work you will most likely choose (the final decision may differ) :

☐ writing of a Master's thesis

☐ completion of an internship and drafting of the internship report, or

☐ drafting of a report on a predetermined project as part of your present or future professional activity

6. Evaluation

How did you learn about the MEIG Programme ?

☐ Personal recommendation. Please specify :

☐ Internet search (Which search engine and/or online platform?)

☐ Visit of the University of Geneva or its website ?

☐ Print media article (In which magazine or paper?)

☐ Advertisement (print)

☐ CEJE website

☐ Advertisement (online)

☐ GSI website

☐ UNITAR website

☐ Event/fair/conference (which ?) :

☐ Other. Please specify :

Where would you have liked to read or hear about the MEIG Programme (media, events, etc.) but did not find the necessary information?

7. Statement of Consent and supporting application documents

I hereby apply for admission to the Master of Advanced Studies in European and International Governance on the basis of the statements made above.

I hereby affirm that all information contained in this application is complete and correct. I am aware that intentionally or negligently giving false information may lead to exclusion from the admissions procedure or - if discovered after enrolment - to a revocation of my admission or enrolment.

As the basis for this application, I specifically confirm my acceptance of the regulations governing admissions and the tuition fees for the Programme "Master of Advanced Studies in European and International Governance" at the University of Geneva.

I will immediately notify the admission office (info@meig.ch) of any change in my postal or e-mail address (es) or names.

I hereby affirm that I have sufficient fluency in written and spoken English to be able to follow the course.

I note that to be officially enrolled for the Geneva Master Programme in European and International Governance (binding registration) I will pay the amount of CHF 3,000 within the deadline set in the letter of admission. The amount of CHF 3,000 is deducted from the total tuition fee (CHF 25,000) which must be paid either in full at the latest on 28 February 2018 or in two installments, the first installment by 28 February 2018 and the second by 30 April 2018.

I note that if I withdraw before the start of the Programme, the advanced paid amount will be refunded, except for a flat fee of CHF 1,000 which will be withheld for administrative expenses.

.....
Place, date

.....
Signature

If not signed, the application shall be deemed not submitted.

8. Checklist for a complete application

The application must be accompanied by supporting official documents as specified below (please tick the appropriate box for all documents supplied).

The following documents are enclosed with the application file for admission:

- ☐ Curriculum vitae (in English) with a portrait photograph (headshot)
- ☐ Copy of passport or ID (personal details page)
- ☐ Copy of the relevant academic diploma (latest one)
- ☐ Transcript of records (if available)
- ☐ Copy of certificates or other evidence of past and present professional position
- ☐ Letter of motivation in English

Please do not send original documents or certificates

We prefer to receive documents via e-mail. Please submit your application file to :

info@meig.ch

If you choose postal mail, please send to the following address, *without* stapling or binding the pages of your application :

Geneva Master in European and International Governance – MEIG
Centre d'études juridiques européennes
Université de Genève
40, Bd du Pont d'Arve
CH-1211 Genève 4
Switzerland

9. Important notes

The application can only be processed if all questions have been fully answered.

For the 2018 Programme, the deadline for application are **31 March 2017 (first deadline)**, **31 May 2017 (second deadline)** and **30 September 2017 (last deadline)**.

Applicants will be recruited until the limited places in the MEIG programme are distributed and considering the date of arrival of the MEIG candidate application form.

It is the applicant's responsibility to make sure that all items are delivered to our office on or before the application deadline.

ⁱ The information provided will be treated in the strictest confidence in accordance with data protection legislation.