

UNIVERSITY YEAR 2006-2007

MASTER'S DEGREE IN BUSINESS ADMINISTRATION

**PROGRAMME SPECIALIZED
IN HOTEL AND FOODSERVICE
MANAGEMENT**

(Semesters 7 and 8)

APPLICATION FOR ADMISSION

The deadlines for application are:
1st session: Friday, July 7, 2006
2nd session: Friday, September 1, 2006

MAA-Master's Degree in Hotel and Foodservice
Management
Institut Paul Bocuse
Château du Vivier
B.P. 25
69131 Ecully
Tél. 04 72 18 02 20 – Fax 04 72 18 02 51
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MAA-Master's Degree in Hotel and Foodservice
Management
Institut d'Administration des Entreprises
Université Jean Moulin - Lyon 3
6, cours Albert Thomas - BP 8242
69355 Lyon Cedex 08
Tél. 04 78 78 70 66 - Fax. 04 78 78 74 22
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1 - CONDITIONS FOR ADMISSION

The Master's Degree in Hotel and Foodservice Management, semesters 7 and 8 is open to:

- Students holding a Business Management Degree for the Hotel and Restaurant Industries as offered by the IAE of Lyon and the Institut Paul Bocuse on condition of acceptance of their application by the admissions board.
- Students having obtained a business degree or a bachelor's degree specialising in business management for the hotel and Foodservice industries.
- Applicants holding a BTS diploma or Bachelor of Arts in the hotel and foodservice industry and having a minimum three years managerial experience in the sector.

Admission onto the programme will be further to the acceptance of an application by the board of admissions.

2 – INSTRUCTIONS FOR COMPLETING YOUR APPLICATION

A complete application includes:

- This application form,
- A photograph placed where indicated in the application,
- Copies of degrees/diplomas obtained
- Copies of official transcripts of university/hotel school grades
- Copy of the TOEFL or TOEIC score report enclosed or to be taken on (date).....
- Copy of the GMAT or TAGE-MAGE score report or to be taken on (date).....
- Two references in French or English to be sent directly to the Master's Programme Manager:
 - For applicants in initial training : a letter from an academic authority and a letter from the professional sector
 - For candidates in further education : two professional letters of reference will be accepted
- A typed letter of application to the programme explaining your reasons and motivations for this programme
- Three envelopes (162 x 228 mm), with your name and current address
- A check or money order for the application fee of €110.00. Under no circumstances will this amount will be reimbursed: not in the event your application being rejected nor in the event of you withdrawing your application for any reason. In the case of approved admission, this amount will be counted as part payment of your academic fees.

Each element of your application is important to us.

**This application must be sent before
Friday, July 7, 2006 (first session of interviews)**

Or

Friday, September 1, 2006 (second session of interviews)

**MASTER'S DEGREE IN BUSINESS ADMINISTRATION
SPECIALIZED IN
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(Semesters 7 and 8)**

3 – CANDIDATE PROFILE

Student's number (for candidates previously enrolled at the university)

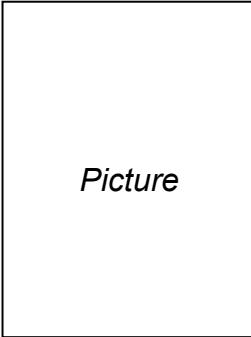
Last name

First name(s).....

Maiden name

Date and place of birth

Nationality



Do you have a scholarship.....? Yes No

Marital Status

Permanent address

.....

.....

Telephone number ()

E-mail address

Professional address

.....

Telephone number () Fax number ()

At the moment of the application, are you working? Yes No

If your answer is yes, what is your present employment?

.....

4 – EDUCATIONAL BACKGROUND

● **Studies awarded with a diploma:**

◆ **High-School:**

Name of the school

Place

.....

Date of attendance and diploma obtained

.....

Further information: specialization, ranking, etc.

.....

◆ **Higher Education:**

Date of attendance (months and years)	Degree/diploma obtained, mention any specialization or major	Name of institution and location	Nationality of the diploma	Date of obtention	Final grade/ honors/ G.P.A.	Ranking / number of students

◆ **Further education where a diploma was not obtained :**

.....

.....

.....

.....

● **Previous professional experience (Full-Time, Part-Time, Internships, Apprenticeships, etc.)**

COMPANY NAME AND LOCATION	TYPE OF EMPLOYMENT	DATES MONTH / YEAR	POSITION AND RESPONSABILITIES HELD. IF IT WAS AN INTERNSHIP, WHAT WAS THE SUBJECT OF YOUR REPORT OR DISSERTATION?

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(Certificates of employment and / or internship are compulsory)

● **How did you know our programme?**

.....

.....

.....

.....

.....

● **Availability: If you are admitted to this programme, are you going to be involved in any other type of activity? (Sports, associations, etc.)**

If your answer is yes, what activities are you going to pursue?

.....

.....

.....

● **Knowledge of foreign languages**

LANGUAGES	READ	WRITTEN	SPOKEN
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

List any language certificates or qualifications that you have.....

.....

If you are applying to any other institution in France or abroad, please mention the programmes you are applying for and the name of the institutions.

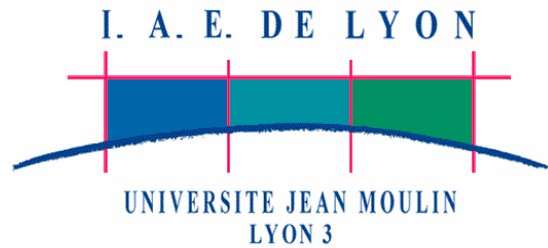
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**MASTER'S DEGREE IN BUSINESS
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HOTEL AND FOODSERVICE MANAGEMENT**

(Semesters 7 and 8)

The Programme Manager of the Master's Degree in Hotel and Foodservice Management at the Institut Paul Bocuse and IAE de Lyon, certifies the reception of the application form from:

Please complete with the following information:

Last name

First name (s)

Address.....
.....
.....

Reserved to the administration

Ecully,

7 – THE ADMISSIONS PROCESS

- PRE-SELECTION BASED ON YOUR APPLICATION
- INTERVIEW WITH THE BOARD OF ADMISSIONS

8 – HOW TO PROCEED WITH THE APPLICATION PROCESS?

PLEASE REFER TO *THE INSTRUCTIONS FOR COMPLETING YOUR APPLICATION SECTION* IN PAGE 3

9 – ADMISSIONS CALENDAR

INTERVIEWS WITH THE BOARD OF ADMISSIONS

After reviewing your application, you will be invited to an interview or not; therefore you should complete it carefully and professionally, making sure that you include all requested documentation, and that you answer to all the questions in the Application form.

After an in-depth reading of your application, and if you are selected for an interview, you will receive your invitation by mail. These interviews will take place at the Institut Paul Bocuse, Ecully, France on Tuesday, July 18 (1st session) and on Tuesday, September 18 2006 (2nd session).

FINAL DECISION

Final results will be available on Monday, July 24, 2006 (1st session) and on Monday, September 18, 2006 (2nd session)

Final results will be posted at the Institut Paul Bocuse (Château du Vivier 69131 Ecully) and at the IIAE (6 cours Albert Thomas – 69008 Lyon)

And in Internet: <http://www.institutpaulbocuse.com> **and** <http://iae.univ-lyon3.fr> (Concours et Admissions/ Contests and Admissions section)

CLASS CALENDAR

- ***The seminars of Fundamentals of Hospitality Management will start on Monday, January 15, 2007.***

11 – TUITION FEES

- **Students registered for semesters 7 and 8 (M1): €7 900.00 per year**
- **Students registered for semesters 9 and 10 (M2): €7 900.00 per year**
- **Students admitted directly to semesters 9 and 10 (M2): €9 900.00**