

## Admission process (Full-Time MBA)

**NON-HUNGARIAN candidates should apply online on our website:**

<http://corvinus-mba.hu/admissions-financing/application/>



### 1. APPLICATION FEE

All applicants, irrespectively of the currency they are paying in, should transfer the application fee of 100 EUR (or equivalent – the bank from which you make the transfer will calculate this based on the given day's official exchange rate) to the following bank account:

Bank's name: Magyar Államkincstár (Hungarian State Treasury)  
Bank's address: 1139 Budapest, Váciút 71.  
Bank account number: 10032000-00282857-00000000  
IBAN number: HU74 1003 2000 0028 2857 0000 0000  
SWIFT (BIC) code: HUSTHUHB (CORR.BANK: MANEHUHB)

Under "comments" PLEASE ADD: your name and the following: CMC, 221300 (e.g. Williamson Andrew, CMC 221300)

All payments to the above account must be made from an identifiable bank account via bank transfer. All other forms of payment (postal check, cash payment, VIBER transfer) will be refused.



### 2. REQUESTED DOCUMENTS

- **CV**
- **HIGHEST DEGREE** (colour scanned version of the official diploma and an official translation in English) /after the successful admission the original should be shown at the MBA office/
- official diploma **TRANSCRIPT** (colour scanned version of the official diploma and an official translation in English)
- **MOTIVATION LETTER**
- **REFERENCE OF WORK EXPERIENCE**
  - in case of **BA/BSc degree 3 years** work experience
  - in case of **MA/MSc degree 2 years** work experience
- coloured scan of the **PASSPORT** with an original signature of the candidate
- **PROOF OF PAYMENT** (application exam fee)
- **DIPLOMA ACCEPTANCE – PETITION FOR ACCEPTANCE OF DEGREE**  
If your diploma was issued by a non-Hungarian higher educational institution, admin. fee 15.000 HUF
- **CREDIT ACCEPTANCE REQUEST WITH COURSE FORM**  
Applicants will preferably hold a BA/BSc or MSc degree in Economics, Commerce, Marketing, Management, International Business, Finance, Accounting or Tourism. Students with other BA/BSc or Master degrees can also apply if they have collected 60 credits in the subject areas as listed in the table below. Applicants with a minimum of 30 credits will also be considered, however, they will need to obtain a further max. 30 credits during the first academic year of studies as designated by the Program Director.

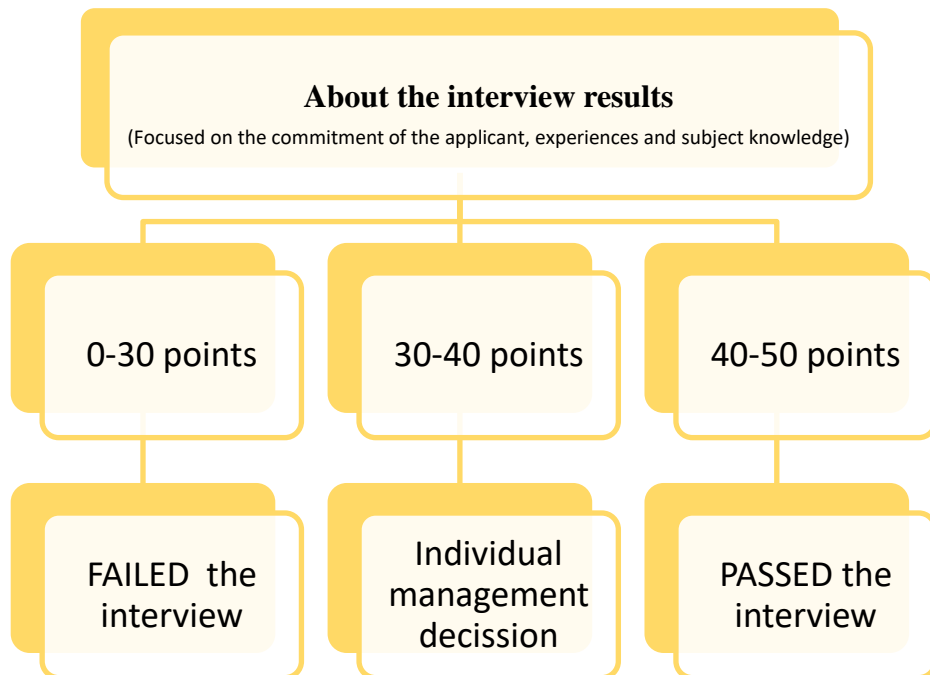
**If you already paid the application fee and sent us all the documents, we will start to organize the interview.**

### 3. (SKYPE) INTERVIEW

Admission interview focusing on the following topics:

- Business Ethics and Social Responsibility
- Managing the Business
- Organizing the Business
- Motivation
- Leadership
- Decision Making
- Human Resource Management
- Marketing Process and Consumer Behaviour
- Pricing, Distributing and Promoting Products
- Managing Business Finances

**Recommended book: Ebert-Griffin: Business essentials, 10th edition, Pearson 2015**



**PASSED**

**Those students should be informing via email.**

**FAILED**

**They could resubmit their application in the next academic year.**

After a successful interview we will check your documentation with special regard to the authenticity of your degree and transcripts. If your degree meets the requirements of the Hungarian education system and work experience, we will inform you about the admission and the payment options.

## 4. PAYMENT OF TUITION FEE

Please note, that you can join the program after the successful payment of the first semester's tuition fee – 1.000.000 HUF. Please consider that we will be able to issue the official acceptance letter to you if the tuition fee of the first semester was successfully transferred to the University's Bank account. Our colleague will inform you about the successful admission and will send you the payment instructions. You should send us the proof of payment via e-mail.

You could start your visa application process in the possession of the acceptance letter, so it is highly recommended to transfer the amount as soon as possible.

The tuition fee is refundable if your visa application is refused by the Hungarian Authorities. In such cases you must send us via e-mail a scanned copy of the official refusal decision. The tuition fee will be refunded only after this has been received.

