

# EMBA Application Checklist

## Get ready for your EMBA application!

Before starting on your online application, please be advised of the content and required documents that you will be asked to provide:

- To be completed on the *Online Application Form*:
  - Profile Information including education, work experience, extra-cv activities.
  - 6 Application Essays (of which one is optional).
  - Names and e-mail addresses of your 2 referees.
  - GMAT or GRE scores - if you have not chosen to take the INSEAD EMBA Admissions test.
  
- To be scanned and attached to the *Supporting Documents section* of the Online Application Form:
  - Official Transcripts of Grades and Diploma with certified translation in English where applicable.
  - Copy of passport (only for TIEMBA applicants).
  - Additional letters of support (optional).
  - Official GMAT or GRE score report (if applicable).
  
- To be uploaded onto the *Application Landing page*:
  - Photograph in digital format (JPEG format, 99 pixels wide and 128 pixels high – maximum 2 megabytes).
  
- To be paid through the *online payment facility* once the Application form has been submitted:
  - Application Fee of 250 € (using VISA network, American Express card, or Master card).

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