

- ADMISSION FEES: BY CHEQUE OR BANK DRAFT IN US CURRENCY PAYABLE TO HEC MONTRÉAL
- By filing this application form, you are requesting admission at both HEC Montréal and Southern Methodist University (SMU).

Identification numbers

HEC Montréal, SMU and SDA Bocconi university file number(s)

Have you ever applied for admission at:

If you have a file number, please specify:

HEC Montréal? No Yes Year: _____

SMU? No Yes Year: _____

SDA Bocconi? No Yes Year: _____

Program

Master of Management in International Arts Management. Term: Fall _____ (year)

Personal information

Legal name of applicant

Your legal name is the name shown on your passport (exact match). It will appear on any diploma or certificate that you may earn.

Name: _____
First (Given) Middle Last (Family) Suffix

List any other name under which your credentials may be sent to us

Name: _____
First (Given) Middle Last (Family) Suffix

STATUS IN CANADA

- No status in Canada
- CC Canadian citizen
Social Insurance Number: _____
- RP Permanent resident
- IN (Amerindian (native))
- RF Refugee
- VE Visitor with student visa
- VD Visitor with diplomatic visa

STATUS IN THE USA

- No status in the USA
- USC U.S. Citizen
U.S. Social Security number: _____
- USPR Permanent resident
Alien card identification number: _____
- USNI U.S. Non-Immigrant
Visa status: _____

STATUS IN ITALY

- No status in Italy
- IC Italian citizen
- IPR Permanent resident
- Other: _____

Date of Birth: _____ City of Birth: _____
(yyyy/mm/dd)

Province/State of Birth: _____ Country of Birth: _____

Citizenship(s): _____
(first country of citizenship) (second country of citizenship, if any) (third country of citizenship, if any)

Parents' names

Father or parent 1 (even if deceased) First (Given) Name: _____ Last (Family) Name: _____

Mother or parent 2 (even if deceased) First (Given) Name: _____ Maiden Name: _____

Contact information

Mailing address

Street address or P.O. Box: _____ Apartment _____

Valid until: _____
City _____ Province/State _____ Country _____ Zip/Postal Code _____
(yyyy/mm/dd)

Permanent address (if different from above)

Street address or P.O. Box: _____ Apartment _____

Valid until: _____
City _____ Province/State _____ Country _____ Zip/Postal Code _____
(yyyy/mm/dd)

Telephone

Home: _____ Preferred? Valid until: _____
Country code _____ Area code or city code _____ Number _____ (yyyy/mm/dd)

Work: _____ Preferred? Valid until: _____
Country code _____ Area code or city code _____ Number _____ (yyyy/mm/dd)

Cell: _____ Preferred? Valid until: _____
Country code _____ Area code or city code _____ Number _____ (yyyy/mm/dd)

E-mail

Home: _____ Preferred? Valid until: _____
(yyyy/mm/dd)

Work: _____ Preferred? Valid until: _____
(yyyy/mm/dd)

Other: _____ Preferred? Valid until: _____
(yyyy/mm/dd)

Educational background

Diploma presented in support of application for admission

Name of last university attended: _____

Province/State: _____ Country: _____

Years of study: from _____ to _____
(yyyy/mm/dd) (yyyy/mm/dd)

Highest degree earned or pursued (check only one box)

North American educational system

- 60 Undergraduate
 70 Master's
 73 Graduate Diploma
 80 Doctorate

European educational system or other

- 42 Bachelor's degree
 43 Bachelor's degree (Honours)
 44 Bachiller

European educational system or other (continued)

- 90 BTS – Brevet de technicien supérieur
 72 DEA – Diplôme d'études approfondies
 73 D.E.S.S. – Diplôme d'études supérieures spécialisées
 91 DEUG – Diplôme d'études universitaires générales
 45 Diplom
 94 Diplôme d'École de commerce
 62 Diplôme d'ingénieur
 80 Doctorat

European educational system or other (continued)

- 59 Laurea (-L)
 93 Licence
 51 Licenciado
 71 Maîtrise
 54 Master I
 55 Master II
 56 Master's degree
 58 Titulo

Have you completed or will you complete this program? No Yes

If you answered yes, please indicate the date you obtained (or will obtain) your diploma _____
(yyyy/mm/dd)

What is the name of the degree that you earned (or will earn)? _____

Field studied to obtain degree (check only one box)

Art and culture (ARTS)

- Dance
 Film
 History of Arts
 Literature
 Museology
- Music
 Opera
 Theatre Studies
 Visual Arts
 Other: _____

Other fields

- (ADM) Business administration
 (DROI) Law
 (GENI) Engineering
 (INFO) Computer science
 (LETT) Letters
 (SAPP) Applied sciences
- (SSAN) Health sciences
 (EDUC) Education
 (SHUM) Humanities and social science
 (SPUR) Pure sciences
 Other: _____

Grade point average _____ out of _____ (university studies only)

Credits completed (incl. current courses) _____ out of _____ program credits (university studies only)

or number of years completed (incl. current year) _____ years out of a _____-year program.

University education

Please state the list of all universities attended, excluding the one referred to on the previous page, beginning with the last.

Years of attendance	University, city and country	Program	Study level	Diploma you were applying for	GPA (grade point average)	Rank and/or mention	Diploma obtained
							No <input type="radio"/> Yes <input type="radio"/>
							No <input type="radio"/> Yes <input type="radio"/>
							No <input type="radio"/> Yes <input type="radio"/>
							No <input type="radio"/> Yes <input type="radio"/>

Relevant comments regarding your university studies.

Admission tests

	Planned test	Completed test	Result
LANGUAGE PROFICIENCY TEST			
<input type="checkbox"/> IELTS	_____ (yyyy/mm/dd)	_____ (yyyy/mm/dd)	_____
<input type="checkbox"/> TOEFL University code: 4371	_____ (yyyy/mm/dd)	_____ (yyyy/mm/dd)	_____
<ul style="list-style-type: none"> Applicants who have completed their secondary, college or university studies in English may be exempted from taking the English test. Please send proof of such studies. Applications will not be considered without the admission test results. 			

Professional experience

Years of experience

Number of years of full-time work experience:

Number of years of full-time managerial experience:

Number of years of full-time artistic experience:

Number of years of full-time international experience:

Current main position information

Company: _____

City: _____ Position title: _____

Start date: _____ (yyyy/mm/dd) End date: _____ (yyyy/mm/dd) Number of hours per week: _____

Economic sector of the main position (check only one box)

Primary sector

- 101 Agriculture, energy, forests and mines
 199 Other primary sector

Manufacturing and processing

- 201 Aeronautics and transportation
 202 Food
 203 Construction
 204 Manufacturing (clothing, tools, parts)
 205 Biomedical and pharmaceutical technologies
 206 Information technologies
 299 Other branch of manufacturing and processing

Distribution and services sector

- 301 Arts, performing arts, cultural and recreational industries
 302 Retail
 303 Wholesale
 304 Communications, telephony, media
 305 Law or notarial practice
 306 Hotels, restaurants and tourism
 307 Financial services (banking, insurance, brokerage)
 308 Accounting
 309 Engineering consulting
 310 Management consulting
 399 Other branch of distribution and services

Public and parapublic administration

- 401 Education
 402 Federal or provincial public service
 403 Health and social affairs
 404 Non-profit sector
 405 Municipal government
 406 Government and parapublic corporations
 499 Other branch of public and parapublic administration

Other position

Attach to the last page of the application a *curriculum vitae* summarizing all positions held beginning with the most recent, and specify for each:

- Name of company
- Exact position title
- Main duties, responsibilities and achievements
- Type of company
- Duration of employment (number of hours per week and duration in months)

Languages

Mother tongue (check only one box) English French Italian Other (specify) _____

Language spoken most often at home (check only one box) English French Italian Other (specify) _____

Language proficiency

	Oral expression			Written comprehension			Written expression		
	Excellent	Adequate	Weak	Excellent	Adequate	Weak	Excellent	Adequate	Weak
English	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
French	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Italian	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (specify) _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (specify) _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (specify) _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Financing and scholarship

How do you plan to finance your studies? (check only one box)

- My employer will pay all my tuition fees
 My employer will pay a portion of my tuition fees
 I will pay all my tuition fees
 Other (specify) _____

If you qualify, would you like to apply for a scholarship? No Yes (If you answered "yes," please provide an explanation in essay #1.)

Compulsory questions under US law

Have you ever been suspended, expelled, or placed on probation at any school for academic or disciplinary reasons? No Yes

Are you currently under indictment for any crime? No Yes

Have you ever been convicted, pleaded guilty or received deferred adjudication of any felony? No Yes

Have you ever received probation? No Yes

Are you currently on probation? No Yes

(If you answered "yes" to any of these questions, you MUST provide an explanation in the supplementary essay #2; accompanying documentation regarding your answer may also be required.)

Motivation letter and essays

There is no specific form for the motivation letter, but each essay should be written on the appropriate pre-formatted form available from the program's website.

1) Motivation letter

- Tell us in a short letter why you chose our program.

It could be the path that led you to your passion for the arts, or anything else you think is relevant and that will help us get to know you better.

2) Essay 1: Scholarship

- If you would like to apply for a scholarship, please explain your needs and reasons.

3) Essay 2: SUPPLEMENTARY

- If you answered "yes" to the questions related to academic/disciplinary issues or criminal history you MUST submit this essay.

Protection of personal information

By submitting this application for admission, you authorize HEC Montréal and SMU to compile a file with personal information on you. This personal information is confidential. It will be used for analyzing admission criteria, managing your student file and, after you graduate from both schools, for purposes of the Réseau HEC Montréal, the SMU alumni association and HEC Montréal and SMU career management services departments. Your student file will be retained after you leave HEC Montréal and SMU, in keeping with the relevant retention schedule. You also authorize HEC Montréal and SMU to transfer your personal file to SDA Bocconi University.

In order to be admitted to HEC Montréal and SMU, you must complete this application form in its entirety.

You have the right to access to your file, and to have any incorrect, incomplete or misleading information corrected.

The relationship between the students and HEC Montréal will be regulated by the laws of Québec and the Canadian federal laws applicable therein. In case of dispute, the matter will be settled by the relevant tribunals of the judicial district of Montreal.

The relationship between the students and SMU will be regulated by the laws of Texas and the US Federal laws applicable therein. In case of dispute, the matter will be settled by the relevant tribunals of the judicial district of Dallas.

In accordance with the Québec *Act Respecting Access to Documents Held by Public Bodies and the Protection of Personal Information*, some personal information concerning you may be exchanged as follows:

- a) The educational institutions you have attended, and the Ministère de l'Éducation, du Loisir et du Sport (MELS) may forward your marks to HEC Montréal through the Conference of Rectors and Principals of Quebec Universities (CREPUQ);
- b) HEC Montréal may forward to CREPUQ the information necessary for managing admissions and producing statistics that may require comparisons between files from different institutions;
- c) HEC Montréal may also forward to the MELS the information necessary to determine and validate your permanent code;
- d) HEC Montréal may obtain from the Ministère de l'Immigration et des Communautés culturelles (MICC) confirmation that a *Certificat d'acceptation du Québec* (Quebec Acceptance Certificate) has been issued in your name.

In accordance with the Canadian *Personal Information Protection and Electronic Documents Act*, individuals may request access to personal information on them held in federal information banks, including those of Statistics Canada. Students who do not wish their personal information to be used may request that Statistics Canada remove their personal information from the national database.

Lastly, by signing below, you also authorize HEC Montréal and SMU to provide your name, address, telephone numbers, electronic addresses, program of studies and degrees to the professional associations you are likely to want to join, the Réseau HEC Montréal alumni association and SMU alumni association. Furthermore, you authorize HEC Montréal, SMU and the parties mentioned in this paragraph to disclose the fact that you are an HEC Montréal and an SMU student or graduate, the program in which you are enrolled and the degrees earned.

Applicant's signature _____

date (yyyy/mm/dd) _____

By signing the application for admission as well as subsequent registration forms, a student admitted to HEC Montréal and SMU promises to abide by the provisions of the statutes, rules, regulations, resolutions, policies, directives and practices of HEC Montréal and SMU as well as the regulations of the University of Montreal in effect at the time of the application for admission and thereafter, as well as provisions concerning the student pursuant to agreements that HEC Montréal and SMU may enter into with any professional corporation as well as with any other establishment accepting students to enable them to achieve the objectives of the programs to which they are admitted.

Any falsified documents submitted during admission, any false statement or failure to provide required information may lead to cancellation of admission or registration at HEC Montréal and SMU.

I confirm that I have read the information contained in this form and that to the best of my knowledge the information provided above and in the documents attached is accurate and complete.

Applicant's signature _____

date (yyyy/mm/dd) _____

HEC Montréal and SMU are not obliged to admit all candidates who apply for admission.

Applicant's declaration

If you wish others to make inquiries on your behalf concerning the status of your application, it is necessary for you to authorize the release of information by naming these individuals.

Mr. Ms. _____ Relationship to you _____
First (Given) Name Last (Family) Name

Mr. Ms. _____ Relationship to you _____
First (Given) Name Last (Family) Name

Applicant's signature _____

date (yyyy/mm/dd) _____