

MEIG Programme 2021-2022

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)

..... or
Academic honour 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 Master of Advanced Studies in European and International Governance (MEIG Programme).

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 ?
- ☐ Visit of a website (please specify which)
- ☐ Print media article (In which magazine/paper and which date?)
- ☐ Advertisement (print)
- ☐ Advertisement (online)
 - ☐ CEJE website
 - ☐ GSI website
- ☐ Social media
 - ☐ Facebook ☐ Facebook promotion
 - ☐ LinkedIn ☐ LinkedIn promotion
 - ☐ Instagram ☐ Instagram promotion
 - ☐ Twitter
 - ☐ Other
 - ☐ Please specify.

- ☐ 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 (meig@unige.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 Master of Advanced Studies 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 will secure your place in the programme and is deducted from the total tuition fees (CHF 25,000 net of bank charges) which must be paid either in full or in two instalments as mentioned in the tuition fees invoice I will receive.

.....
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:

- ☐ Completed and signed application form
- ☐ An up-to date curriculum vitae (in English) with a portrait photograph (headshot)
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) with an officially certified translation into English, or French, when they are not originally in either English, French, German, Italian or Spanish
- ☐ Copy of official transcripts/records of University (last academic diploma/courses/examinations and grades obtained with the same need for translation as above)
- ☐ Copy of certificates or other evidence of past and present professional position
- ☐ Letter of motivation/personal statement demonstrating the applicant's interest in the field of Governance in English (max. 800 words)
- ☐ Official TOEFL, IELTS or Cambridge scores, please make sure you don't upload the original test result as it is a protected pdf and we cannot open it (print it and scan it again)

Please do not send original documents or certificates

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

meig@unige.ch

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

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

9. Important notes

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.

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

The 2021-2022 MEIG programme starts in September 2021 and ends mid-July 2022.

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