

Online Admissions Application MSc Programmes in Management

Please read the following instructions carefully in order to fill out the online admissions application correctly.

Filling out this online application is a long process. With the email and password you provide, you will be able to access your admissions application via this webpage and modify it as often as you like.

Remember that once you have sent your online admissions application, you must also deliver, either in person or via standard post, the required documents to:

Admissions Office

ESADE Business School

Av. de la Torre Blanca 59

08172 Sant Cugat del Vallès

Barcelona - Spain

Should you have any questions regarding the admissions process for this programme, please feel free to contact the Communication & Admissions Office at: mscmanagement@esade.edu

1. New User Registration

Go to the following web site:

www.esade.edu/onlinemsc

Click on link “admission application”. You will have to sign in as a new user: provide a valid email address and password. You will have to enter both every time you access your admissions application.

The screenshot shows a Microsoft Internet Explorer browser window displaying the ESADE Business School website. The address bar shows the URL: http://www.esade.edu/admissions/eng/msc/admission/admision_online. The website content includes a navigation menu with options like 'Español | Català', 'Home | Contact | ESADE', and a main heading 'Communication and Admissions > MSc in Management > Admission > Online admission'. A sidebar on the left lists various admission-related links, with 'Online admission' highlighted. The main content area features a large heading 'Start online admission process now!' and a three-step process:

- 1. DOWNLOAD INSTRUCTIONS!** Carefully read the instructions for online admission applications. (Icon: Instructions)
- 2. FILL OUT YOUR ONLINE ADMISSION APPLICATION** This is a lengthy process. With your email and password, you can access your application from the website and modify it as often as you like before sending off the definitive version. (Icon: Admission application)
- 3. SEND THE NECESSARY DOCUMENTATION TO THE COMMUNICATION AND ADMISSIONS SERVICE** Remember that once you have sent the online application, you must submit as soon as possible further... (Icon: Necessary documentation)

Additional elements include a calendar for November 2009, an 'Events' section listing activities like 'Admissions Test' and 'Education Fairs', and an 'RSS' link.

Login

Enter your email

Password

[Enter](#)

[Register a new user](#)

You will find the following options at the bottom of the page:

- Previous: Go to the previous section within the application.
- Next: Go to the next section within the application.
- Save: Save the information introduced. It is extremely important to save your application as you introduce or change existing information.
- **Close & Send: Close and send us the application. Do not close your application until it has been completely filled out. Once closed, you will no longer be able to make changes.**
- Print: Print the entire admissions application.
- Log out: End the current session.

2. Filling Out the Online Admissions Application

The application consists of 8 sections which you must fill out either partially or completely:

1. Personal Information
2. Programme applying to
3. University Education
4. Professional Experience
5. Languages
6. Test Scores
7. Additional Information
8. Form of Payment: Payment should be made via Internet with a credit card (virtual TPV)

The mandatory fields in each section are marked with an asterisk. It is important to save your information as you go along. You will find the link to 'Save' your changes at the bottom of the page.

3. Closing the Application

When you have completely finished filling out the admissions application and you are ready to send it to ESADE, click on 'Close & Send'. **ESADE will not see your application until you close it manually.**

4. Application Fee Payment

Payment by Virtual TPV

Once you have closed and sent the application, a new window will open for you to make the payment.

5. Admissions Application Processing and Evaluation

Remember that you must deliver the following documents personally or via standard post in order for the Admissions Office to process your application:

- A copy of your national identity card or passport
- University academic record (original or certified copy)
- Certified copy of your university degree *
- GMAT score
- Certificates corroborating your knowledge of foreign languages
- Curriculum Vitae
- [Essays](#)
- [2 letters of recommendation](#)
- 4 photos with your name on the back

** Please note that we will consider the applications of those candidates who are in the process of completing their final year at university and that in case of being admitted to the programme, they will receive a conditional admission.*

The number of places in this programme is limited and will be filled progressively. ESADE recommends that interested students provide the required documents as soon as possible.

6. Telephone interview

A telephone interview is mandatory for all candidates.

7. Checking your Admission Application status

You can learn the Admissions Committee's decision approximately **one month after** you have submitted your application documents.

If admitted, you will also be able to access instructions on the following administrative processes to be carried out. Go to www.esade.edu/checkstatus and click on *Check the status of your application*. Your user ID and password will be required for this, and will be sent to you by email.

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