



## RECRUITMENT PROCESS FOR EXECUTIVE MBA 2021-2023

### Formal requirements:

- MA degree + min. 3 years of work experience or BA degree + min. 5 years of work experience
- Advanced knowledge of English (Level C1)
- Submission of required documents

### REQUIRED DOCUMENTS

After submitting your application online, **please e-mail us the electronic copies** of the following documents via [mba.recruitment@business.edu.pl](mailto:mba.recruitment@business.edu.pl):

1. **Covering Letter** in English outlining your motivation for studying EMBA at WUT Business School. The letter should not exceed one typewritten page. Please note that the Selection Committee will read this letter very carefully.
2. **M.A. Diploma or B.A. Diploma** – the original copy and sworn translation into English or Polish.
3. **Passport photograph** (unless it has been uploaded with the online application).
4. **Curriculum Vitae**.
5. **Additional documents** (if possible): certificates proving completion of relevant trainings and courses, letters of recommendation, etc.
6. **Proof of payment of the admission process fee:**  
**PLN 1000** (EU citizens) or **EUR 220** (non-EU-citizens)

Bank account details:

Politechnika Warszawska Szkoła Biznesu

Bank PEKAO S.A. IV Oddział Warszawa, no 13 1240 1053 5111 6410 0010 0091

SWIFT: PKOPPLPW

The admission process fee is non-refundable.

### IMPORTANT NOTE!

Please remember to **bring the original copies of your higher education diploma** to the MBA Office for authentication purposes on the day of your interview (there is no need to visit the office beforehand).