

**MIKS**  
**Master in**  
**Management of Information & Knowledge Systems**  
**(apprenticeship)**

**Application Form**  
**2021-2022**

**Photo**

**Applicant information**

Mr.    Ms.    Mrs.

SURNAME \_\_\_\_\_

First name \_\_\_\_\_

DATE and PLACE OF BIRTH \_\_\_\_\_

NATIONALITY \_\_\_\_\_

PERMANENT ADDRESS \_\_\_\_\_

\_\_\_\_\_

HOME PHONE \_\_\_\_\_ MOBILE PHONE \_\_\_\_\_

E-MAIL \_\_\_\_\_

If you are not an european citizen, did you already get a student visa?    Yes    No

Do you apply for **an apprenticeship in M2 MIKS** (\*)

specialization *Capability Engineering and Management* (original)

specialization *Complex Systems and Strategy* (new specialization in collaboration with the University of Bergen)

(\*) You can select one or two choices

## Education

**Degree or diploma course studies allowing your application to the MASTER MIKS:**

College or University name, credits and year of earning:

## Curriculum

List chronologically all colleges and universities attended.

	<b>Name of college or university</b>	<b>City/State/Country</b>	<b>ECTS* / Credits / Degree</b>
<b>2020-2021</b>			
<b>2019-2020</b>			
<b>2018-2019</b>			
<b>2017-2018</b>			

*\* ECTS stands for European Credits Transfer System*

## Language skills

**What is your native language?** \_\_\_\_\_

English Level: Please provide proof of a level equivalent to a TOEIC score of 700

Please indicate any other languages you speak and your proficiency (basic, intermediate or advanced/fluent) \_\_\_\_\_

## Employment/Professional experience

Beginning with your current position, please provide the following information regarding your professional experience. You may wish to include any special recognition or achievements. If you have held more than one position with the same employer, please list them separately.

<b>INTERNSHIPS AND JOBS</b>		
<b>Work period</b>	<b>Employer</b>	<b>Position occupied</b>

Please write in this space any further information on your work experience that could be useful in assessing your application.

## Additional Information

Please list the names of individuals you have asked to submit a letter of recommendation.

<b>Name</b>	<b>Title</b>	<b>Company</b>	<b>E-mail</b>

## About yourself

Please write in this space any further information that you believe we will find useful in assessing your application.

## Essays

Prepare an essay in response to the following questions. Each response should be about 15 lines maximum.

- 1- What are your greatest strengths? Your weaknesses?
- 2- What is your biggest achievement so far?
- 3- Discuss the most significant personal or professional risk you have taken. What was the outcome?
- 4- What are the reasons that lead you apply to MIKS?
- 5- Describe your short-term and long-term career goals after completing MIKS. What characteristics do you possess that would make you a good fit for these goals?
- 6- International Experience: Please discuss your international experiences (Business, pleasure, study abroad, volunteer work)
7. Please complete two of the following statements:
  - I have always wanted to...
  - My family background is unique because...
  - The greatest lesson I have ever learned...
  - My most memorable cross-cultural experience...
  - The person I admire most is...

**How did you hear about the MIKS Master programme of the Management School at the University Paris 1 – Sorbonne ? Please indicate the name or the URL**

- Advertisement
- Newspaper/journal article
- Personal recommendation
- Directory/guide
- Web site
- Company recommendation
- Others :

**Documents to be provided :**

- A motivation letter
- Essay
- 2 Detailed curriculum vitae including the Bachelor Degree
- Photocopy of identity card or passport or residence permit for foreign students
- Certificates justifying your application to MIKS and complete description (syllabus) of your curriculum (either in French or in English).
- Evaluation marks of the last four years of study
- For candidates holding a foreign diploma: Copies of diploma of secondary studies and copies of diploma of university studies (translated in French, except if the documents are in English)
- Letters of recommendation (please use the provided form), compulsory for your internships or professional activities
- Proof of your English proficiency
- 2 identity photos (1 stapled or glued on this application form)
- 1 envelop labeled at your name and address

**Master MIKS office**

**Nadège JEAN**

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Centre Broca  
21, Rue Broca  
75240 Paris cedex 05

mail : [M2miks-EMS@univ-paris1.fr](mailto:M2miks-EMS@univ-paris1.fr)  
phone : + 33 1 53 55 27 43

***THIS FORM MUST BE SIGNED.*** I certify that the information provided on this form and on any attached documents is true and accurate to the best of my knowledge. I understand that this form is only one part of the application process and that all application materials required by the MIKS Master Programme must be submitted for me to be considered for admission.

Place \_\_\_\_\_ Date \_\_\_\_\_

Signature :

## Letter of recommendation

The following applicant has requested you to recommend his/her application to the Master MIKS programme (full-time English-speaking programme in France). Letters of recommendation play an important part of the application process. Please complete the form below as thoroughly as possible. Feel free to use extra pages or create a separate document responding to these questions. You may then return the form to the student in a sealed envelope. Your time and thoughtfulness are greatly appreciated.

Name of applicant \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

*Please attach your business card if available.*

**Name of recommender** \_\_\_\_\_

**Title** \_\_\_\_\_

**Institution** \_\_\_\_\_

**Address** \_\_\_\_\_

**Phone** \_\_\_\_\_

**E-mail** \_\_\_\_\_

How long have you known the applicant?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Under what circumstances have you known the applicant?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What do you consider the applicant's most outstanding talents or characteristics?

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What are the applicant's liabilities or weaknesses?

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To what extent does the applicant demonstrate originality and independence in thinking?

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How will the MIKS master programme help the applicant to realize his or her goals?

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**Overall recommendation**

- Strongly recommend
- Recommend
- Recommend with reservations
- Do not recommend

Other comments?

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Place \_\_\_\_\_ Date \_\_\_\_\_

Signature: