Application Procedure

for

Sabancı
Executive MBA (Non-Thesis) Program
APPLICATION STEPS

Application to Sabancı Executive MBA (Non-Thesis) program involves a combination of online application and delivery hardcopy of your application package. Follow the steps described below to put together a complete application.

First you need to complete your online application.

Then you need to submit hardcopy of your application documents:

You may contact the Sabancı University admission office (0216 483 9093 or elif.tanrikut@sabanciuniv.edu) for further information and guidance.

STEP 1. Read this document carefully before attempting to fill out the on-line application.

STEP 2. Please view “Application Documents List” first (Page 3).

STEP 3. If all your documents in the checklist are ready, then go to the online application. For online application link, click here.

STEP 4. When you complete online application, print the on-line application affidavit on the website, sign the form and add it to the hardcopy application document package. For online application affidavit, click here.

STEP 5. Put together your application package. See Page 3 again for a application documents list you need to submit. Mail or deliver your package to:

Ms. Elif Tanrikut
Student Resources Department
Sabancı University
Orhanlı, Tuzla 34956
Istanbul TURKEY

Your application will be complete when we receive your full application package. Please keep in mind that your online and hardcopy application package should be received by the deadlines.
ENGLISH PROFICIENCY TEST SCORE REQUIREMENT

- Accepted English proficiency exams and the minimum required scores are given in the following table. Photocopy of exam results is acceptable for application, but original documents should be submitted during admission. The validity period for these scores are as follows: YDS, e-YDS and YÖKDİL 5 years, CPE and CAE 3 years, TOEFL and PTE 2 years.

<table>
<thead>
<tr>
<th>TOEFL IBT*</th>
<th>YDS, e-YDS, YÖKDİL</th>
<th>CPE*</th>
<th>CAE*</th>
<th>PTE*</th>
</tr>
</thead>
<tbody>
<tr>
<td>83</td>
<td>69</td>
<td>C</td>
<td>B</td>
<td>56</td>
</tr>
</tbody>
</table>

- If you do not have one of the exam score in the table above, you can take Sabancı University English Language Exam. You may check our application process website for the exam dates: https://som.sabanciuniv.edu/en/application-process-0

* If TOEFL IBT, CPE, CAE or PTE will be taken in Turkey, the exam should definitely be taken in a public university body. Exams taken in private test centers in Turkey will not be accepted.

The graduates of Sabancı University, who have accepted and registered to a Sabancı University graduate program within 2 years following the graduation, will be exempted from the English language test scores.

➔ If you are accepted to the program, please send your TOEFL IBT test score through ETS. Our institution code is 7100.
APPLICATION DOCUMENTS CHECKLIST

Your application will not be complete until your application package is received. Use the following checklist to make sure that you have all required documents in your package.

☐ Printout of your online application page: Print the summary page of your completed application and add it to your package.

☐ Signed on-line application affidavit: For online application affidavit, click here.

☐ Letter of intent: Statement of personal and professional purposes.

☐ CV: Your detailed resume including specific details on work experience.

☐ Copy of your undergraduate diploma.

☐ Transcripts from all the schools attended at undergraduate and if applicable, graduate levels: An official transcript, preferably sealed, issued by the Student Affairs unit of the applicant's previous university should be submitted. This document should indicate all the courses taken and the grades received by the applicant.

☐ English Proficiency Exam Result: See page 2 for minimum score requirements.

☐ Two Letters of Recommendation: These should be either submitted online or posted in a sealed envelope. The letters of recommendation could be submitted by the recommenders online or mailed by the applicant in a sealed envelope. After you complete your online application, an email will be sent automatically to your recommenders which you enter to Recommenders Part. Recommenders can click the link to write the recommendation letters or give letters in a closed envelope signed and stamped. (Please use SU Recommendation Letter Form)

All of the above must be included in your application package before your application can be processed.

If you experience any problems while using the application module, please send an e-mail to Elif Tanrikut (elif.tanrikut@sabanciuniv.edu or 0216 483 9093), describing the problem you experienced and how we may contact you.

Thank you!