Università
della
Svizzera
italiana

Personal data (as in your passport)	**First name / given name**			
	Middle names(s)			
	Surname (Family name)			
	Address			
	Postal code	City		
	Country			
	Nationality			
	Place of birth			
	Date of birth	Day	Month	Year
	Marital status:	**Children:**		
	Gender	Female ☐	Male ☐	
	Phone	**Private Email**		
	<u>Only Swiss nationals:</u> **Bürgerort/Lieu d'origine/Luogo d'origine incl. Canton**			

Educational experience *professional & academic degrees achieved*	**Institution**	**Location**	**Degree**	**Dates of attendance**
	Other course / certificates after graduation			

Business / Organization	**Organization name**		
	Office address		
	Postal code	City	
	Country		
	Phone		
	Business Email		
	Current position within the organization		
	Years of professional experience within the organization	**Years of professional experience in the humanitarian field**	
	Your contact at the Human Resource department	Name & Position	
	Email	Phone	

The reservation deposit will not be refunded even in case the participant do not attend the program

I agree and clarify that all the information above provided corresponds to the truth:

Date	Signature

How did you hear about MASHLM	☐	By word of mouth (through whom?)
	☐	From the internet (please specify which site)
	☐	Through other advertisement (please specify)
	☐	Other (please specify)

Mandatory Enclosures: **Make sure that you send them together with your application**	☐ A complete and updated Curriculum Vitae
	☐ Motivational Essay
	☐ **Two** letters of reference
	☐ Diplomas (scanned copies)
	☐ Digital photo
	☐ Passport copy

Tuition fee and cancellation policy

The tuition fee for the MAS**HLM** program amounts to a total of **CHF 18,000**. The tuition fee includes teaching costs, tests and course papers, case studies and preparatory readings, instructional material distributed in class and a number of extra-curricular activities throughout the program.

A **reservation deposit** of **CHF 2,000** is required to receive the official admission documents. This will not be refunded even in the case the participant withdraw from the program.

The payment of the two installments is due on the following dates:

Fall-Winter Semester	August 31, 2018	CHF 8,000
Spring Semester	January 31, 2019	CHF 8,000

Cancellation policy

Should a participant withdraw before August 15, 2018, payment of only the first installment is required. After this time, full payment of the tuition fee is required.

In the event of an insufficient number of applicants, the MAS**HLM** program reserves the right to cancel the program by August 1, 2018. In that case, the contract between the candidate and the MAS**HLM** program is voided.

Personalized payment plan contract

Upon request, a tailor-made payment plan contract may be scheduled with the MAS**HLM** Administrative Office.

By signing this application form, I accept all the MAS**HLM** terms and conditions stated in this document.

Place and date

Signature

Full name (in capital letters)