



ASIAN INSTITUTE OF MANAGEMENT

Eugenio Lopez Foundation Bldg.
Joseph R. McMicking Campus
123 Paseo de Roxas
1260 Makati City, Philippines
Trunkline: (632) 892-4011
Fax: (632) 893-7631

PLACE PHOTO HERE

PERSONAL DATA

PROGRAM START DATE

____ / ____
month year

DATE OF APPLICATION

day month year

PROGRAM OF STUDY

DEGREE PROGRAMS

- ☐ Master in Business Administration (16 mos.)
☐ Master in Management - MM (11 mos.)
☐ Master in Development Management - MDM (11 mos.)
☐ EMBA Corporate Change Program (18 mos.)

EXECUTIVE EDUCATION PROGRAMS (NON-DEGREE)

- ☐ Basic Management Program - BMP (3 weeks)
☐ Management Development Program - MDP (6 weeks)
☐ Top Management Program - TMP (1 week)
☐ Marketing Strategy Course - MSC (2 weeks)
☐ Finance for Senior Executives - FSE (1 week)
- ☐ Course for Senior Bank Managers - CSBM (1 week)
☐ Program for Development Managers (4 weeks)
☐ Program and Project Development and Management Course - PPDM (4 weeks)
☐ Pre-MBA (2 weeks)
☐ Others (please specify) _____

AIM Programs Previously Attended

____ month year

PERSONAL DETAILS

Professional Title (e.g., Atty./Dr./Military Rank)

Nickname

Please write your name as it appears in your previous school's records.

Last Name		First Name		Middle Name
Home Address Number	Street			
District		City	Postal Code and Country	
Telephone (Country Code + Area Code + Number)		Fax (Country Code + Area Code + Number)		E-Mail
Mobile (Country Code + Area Code + Number)		Gender <input type="checkbox"/> Male <input type="checkbox"/> Female		Dietary Restrictions / Preferences
Nationality		Citizenship		Religion
Birthdate ____ day ____ month ____ year		Age as of June this year ____		
Civil Status <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Widow(er)				



EDUCATIONAL HISTORY

Undergraduate / Bachelor's Degree

Institution		Address							
Degree :	Specialization	Date Received <table><tr><td></td><td></td><td></td></tr><tr><td>day</td><td>month</td><td>year</td></tr></table>					day	month	year
day	month	year							
Honors / Awards Received :									
<input type="checkbox"/> First Class with Distinction	<input type="checkbox"/> With Latin honors								
<input type="checkbox"/> First Class	<input type="checkbox"/> Other honors								
<input type="checkbox"/> Second Class									

Graduate Degree

Institution		Address							
Degree	Specialization	Date Received <table><tr><td></td><td></td><td></td></tr><tr><td>day</td><td>month</td><td>year</td></tr></table>					day	month	year
day	month	year							
Honors / Awards Received :									

Attach certified copies of full academic transcript of records, and keys to the grading system used. All documents must be in English. Otherwise, certified English translations must also be attached.

PROFESSIONAL HISTORY

PRESENT EMPLOYER <i>(indicate if self-employed)</i>		Department / Division							
Position		Date of Employment <table><tr><td></td><td></td><td></td></tr><tr><td>day</td><td>month</td><td>year</td></tr></table>					day	month	year
day	month	year							
Description of Job Responsibilities									

Company Address

Number		Street	
District	City	Postal Code and Country	
Telephone <i>(Country Code + Area Code + Number)</i>	Fax <i>(Country Code + Area Code + Number)</i>	E-Mail	
Industry		Products / Services	
Sector <input type="checkbox"/> Private <input type="checkbox"/> Public <input type="checkbox"/> Non-profit			

PREVIOUS EMPLOYERS *Begin with your most recent employment excluding present employer. Use separate sheet if the space provided is not sufficient.*

Company	Position / Title	Description of Job Responsibilities	From (Approximate Dates (i.e., dd/mm/yy))	To (Approximate Dates (i.e., dd/mm/yy))

Total Work Experience at the time of application Years in Supervisory Level Years in Managerial Level

Person in-charge of training in your company



ASIAN INSTITUTE OF MANAGEMENT

OTHER INFORMATION

Person to notify, in case of emergency		Relationship
Company and Department		
Number and Street	District and City	Postal Code and Country
Telephone (Country Code + Area Code + Number)	Fax (Country Code + Area Code + Number)	Mobile Number

FINANCIAL SUPPORT

Students will need funds to meet the cost of living expenses and tuition fees. Please indicate the type of financial support available to you.

- ☐ self-financed / have family support
☐ company sponsorship (please attach original copy of letter of support from sponsor)
☐ Institute Scholarship (applicable only to MBA, MM, & MDM. Please provide letter of intent addressed to AIM Scholarship Committee)
☐ ADB-JSP Scholarship (applicable only to MBA, MM, & MDM. Please include ADB-JSP Information Sheet and certificate of annual income in US\$)
☐ Others (please specify) _____

Person to address Statement of Account (applicable if company-sponsored)		Position
Address Number and Street	District and City	Postal Code and Country
Telephone (Country Code + Area Code + Number)	Fax (Country Code + Area Code + Number)	Mobile Number

HOUSING

- ☐ AIM Dormitory
 ☐ Off-Campus

SOURCE OF INFORMATION ABOUT AIM

- ☐ Alumni
 ☐ Friends
 ☐ Letter from AIM
 ☐ AIM Webpage
☐ Advertisements
 ☐ Company
 ☐ AIM Brochure
 ☐ Others (please specify) _____

- What is your objective in attending this program?
 ☐ For continuing education
 ☐ To know the current industry trends
☐ Networking
 ☐ Career enhancement / improvement
☐ Others (please specify) _____

ESSAYS* only applicable to degree programs

- Please answer the essay questions (refer to the next page) appropriate to your program.
 - Certificate programs require no essay except for Program for Development Managers and Program and Project Development and Management Courses (refer to questions for Development Executive Management)

RECOMMENDATION(S) REQUIRED

Master in Business Administration - (1) professional and (1) academic recommendation
 Master in Management - (1) professional recommendation
 Master in Development Management - (1) professional recommendation from a senior executive in current employment
 EMBA Corporate Change Program - (1) professional recommendation from direct superior and (1) from HRD
 Program for Development Managers and Program and Project Development and Management Course - (1) professional recommendation (nominating agency)

Note: Please use the enclosed Recommendation Form

DECLARATION AND SIGNATURE

I agree: to comply with the rules on admission and enrollment of AIM.
 to notify the Admissions Board of AIM if there is any change in the information I have given in this application.

I understand:

- that documents submitted in support of this application shall become property of AIM,
 that AIM may change or revoke any decision if the information supplied is incorrect.

I declare that the information in this application form are true and correct.

Signature

Date



Answer each question in essay form, typed single-spaced, on separate letter-sized paper, with one-inch margins on all sides. Type your name at the top of each page. **For the MBA and MM**, the total word count for all four essays should not exceed 1,500 words and each essay should not exceed one page in length. You can also compose your essays in .doc or .rtf format and send the file along with the completed application form.

MASTER IN BUSINESS ADMINISTRATION AND MASTER IN MANAGEMENT

1. What school and community organizations did you join while in college and what are your major contributions to these organizations?
2. Describe your three most substantial accomplishments to date, and what personal traits or qualities enabled you to accomplish these?
3. In addition to academic qualifications and work experience, what other personal factors can you cite to strengthen consideration for your application?
4. Describe two business problems or opportunities you wish to investigate for your thesis. How would your investigation contribute to your community, business organization, or the national economy?

MASTER IN DEVELOPMENT MANAGEMENT

1. What is your career objective for the next (10) years?
2. What benefits do you expect from your participation in the MDM program?
3. What are your strengths? What ideas could you improve on?
4. What was your most significant involvement in community activities? Specify its duration and mention awards received, if any.
5. List all other citations, honors, and awards received in any capacity whatsoever: academic, professional, socio-civic or community, and others.
6. Describe your interest and hobbies.
7. Discuss any matter other than those already mentioned that you believe will strengthen your application for admission.

EMBA CORPORATE CHANGE PROGRAM

1. Describe your greatest accomplishment and awards to date.
2. Briefly describe your firm's principal activities, your organizational unit's role in it and your current responsibilities.
3. How do you see your future work and career in your company?
4. Explain how the EMBA Corporate Change Program can contribute to your future work and career in your company.
5. Specify, in order of importance, the areas that you think you need to develop most to enable you to assume higher managerial positions in your company.
6. What are the strategic goals or concerns and future directions of your company?
7. How might you contribute to the attainment of the strategic goals and future directions of your company? Briefly list two or three projects that you can implement within 18 months.

DEVELOPMENT EXECUTIVE PROGRAM

1. Describe your duties including the job title of the person you directly report to and the number of the people / value of assets that you manage.
2. Give your reason for wanting to attend this program.
3. List any awards, honors, or positions you have held which you think are relevant to your application.
4. Describe a principal program or project that you have supervised or been involved within the last five years.
5. Do you require accommodation at the Institute Dormitory? Housing?
6. Do you require a special diet? Yes / No. If yes, please specify.