



APPLICATION FOR ADMISSION

Program for Management Development

Professional achievement, years of experience and organizational responsibility are the main criteria for admission decisions. Each applicant's credentials will be reviewed by the Admissions Committee to ensure that the job responsibilities of each applicant are consistent with the aim of the program. Enrolment is limited and those submitting early applications will be given preference. Confirmation of admission will be sent after acceptance of the application.

PART A: PERSONAL INFORMATION PLEASE COMPLETE IN BLOCK CAPITALS

Mr. Mrs. Ms. Dr.
Official name (s)

Preferred name
(for name badge)

Date of Birth

Postal work address Postal code

Country Town

Official E-mail Phone Fax

Physical work address

Personal Email

Postal home address Personal Mobile Phone

Personal Assistant/Secretary: Name

E-mail Address Mobile Number

Passport Size Photograph



PART B: CURRENT POSITIONS

Please detail your current responsibilities. If multiple, please indicate on point 1, the organisation to which you devote most of your time and use 2 to detail the other one.

ORGANISATION 1

Name of Organisation Current Title

Address

City

Postal code Country

Phone Mobile Phone Fax (Office)

Email(Office) Company Web address

Main field of activity

Annual sales No. of employees Asset(s) under your management

Sales managed To whom you report No. of people managed

ORGANISATION 2

Name of Organisation Current Title

Address

City

Postal code Country

Phone Mobile Phone Fax (Office)

Email(Office) Company Web address

Main field of activity

Annual sales No. of employees Asset(s) under your management

Sales managed To whom you report No. of people managed

PART C: Experience within your current company

Please list all full-time positions you have held since you joined organisation 1 (listed in part B) starting with your current position.

Date			
Position			
No. of people managed			
Responsibilities			

Professional Experience

Starting with the most recent, please list three positions you have held in years before joining your present organisation. State your responsibilities in these positions.

Date			
Organization			
Title			
Responsibilities & Duties			

Complementary Information

Higher education (University or graduate school). Starting with the most recent, please complete the table below.

Institution			
Location			
Degree			
Graduation Year			

Have you attended any professional programs? Starting with the most recent, please complete the table below:

Institution			
Location			
Degree			
Graduation Year			

On a scale of 1 – 10 please indicate in which of the following areas you feel you are most proficient (10 points) or at least (1 point).

Administration Human Factor and Personnel Marketing and Sales Production & Operations Information Systems Finance Other (Specification e.g. Lawyer, Architect)

In what way do you think you can contribute to the education of your fellow participants in the program?

Please indicate where you learnt about the program

Alumnus of Strathmore Direct Mail Internet Advert. Please indicate Media Specify

Do you have any dietary concerns that we should consider? e.g. Diabetic, Vegetarian etc.

PART D: BILLING DETAILS

Payment is due upon notification of admission and indicate the details that should appear on the invoice for this application. To enable us process your application, it is important that you complete all the following information. Please make your payments to Strathmore Business School.

Name of participant

Invoice to

Person in charge of invoicing (if different from above)

Billing address

City

Town

Postal code

Country

Phone

Mobile Phone

Date

Company Web address

Cancellation Policy

All cancellations must be made in writing. Owing to the program demand and volume of the pre-program preparation, cancellations made less than a month upon confirmation, are subject to a penalty of 25% of total program fee.

Signature _____

Date _____

Contact Information

Please address applications, questions and requests for further information or other correspondence to:
Pauline Gangla/Ben Opallo/Admissions Office, Strathmore Business School, P. O. Box 59857 00200 Nairobi, Kenya
Tel: 254 020 (Direct line) 603412, (Pilot line) 606155 ext 2414 / 2416, Fax: 254 020 607498, Cell: 724 256 249 / 0734 256 225
Email: bopallo@strathmore.edu, info@sbs.ac.ke Website: www.sbs.ac.ke