

# RBS

RIGA BUSINESS SCHOOL  
*Riga Technical University*

# Professional MBA

Application and Admission  
Information Packet

In alliance with



**University at Buffalo**  
*The State University of New York*



uOttawa

## **Admissions to Professional MBA**

The RBS MBA program recruits the best students, provides them the best management education and helps them get the best careers. RBS selects only the best students of those who apply. This program has international faculty and a professionally skilled student body. The admissions process favors those who want to refine their professional skills and move up the career ladder.

Please read the entire application/information packet carefully. Be careful to provide all of the information requested. Incomplete applications will not be considered until all of the requested information has been provided.

Questions about MBA Program & admissions should be directed to RBS Admissions Office:

Skolas iela 11  
Rīga, LV-1010, Latvia  
Ph.: +371 6 708 9800  
Fax:+371 6 708 9810  
e-mail: [info@rbs.lv](mailto:info@rbs.lv)

### **Requirements:**

1. Bachelor degree (or locally appropriate equivalent) from an accredited (by national authorities) institution.
2. Evidence of fluency in English (if English is not your native language). This can be a TOEFL ITP, TOEFL iBT or IELTS Test
3. RBS Intellectual Test score or GMAT

4.

## Professional MBA Application Form

If you are submitting a paper application you must submit a completed application.  
**Incomplete applications will not be processed.** Please fill in the application form using **block letters**.

### 1. Personal Information (Your name must match the one in your passport)

<input type="text"/>			<input type="text"/>			<input type="text"/>			Photo		
Last Name			First Name			Middle Name					
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Male		<input type="checkbox"/> Female						
Date of Birth Day			Month			Year					
<input type="text"/>						<input type="text"/>					
Citizenship						Personal code (if applicable)					

### 2. Addresses

#### Home Address

<input type="text"/>		
Street		
<input type="text"/>	<input type="text"/>	<input type="text"/>
Town/City	Postal Code	Country
<input type="text"/>	<input type="text"/>	
Home phone (include country code)	Day phone (include country code)	
<input type="text"/>		
E-mail address		

#### Mailing Address (if different from above):

<input type="text"/>		
Street		
<input type="text"/>	<input type="text"/>	<input type="text"/>
Town/City	Postal Code	Country

#### Company Address:

<input type="text"/>		
Company		
<input type="text"/>		
Street		
<input type="text"/>	<input type="text"/>	<input type="text"/>
Town/City	Postal Code	Country
<input type="text"/>	<input type="text"/>	
Company phone (include country code)	Company fax (include country code)	

<input type="text"/>
E-mail address
<input type="text"/>
Position held in company

**Filled by RTU Riga Business School**

Received by \_\_\_\_\_  
(person)

Received on \_\_\_\_\_  
(date)



**3. Passport information**

Passport No.

Date of issue

Date of expiration

Authority

**4. Citizenship and migration information**

Country of birth

City of birth

Country of Citizenship

Are you a permanent resident of Latvia?

Yes  No

Do you need a residence permit to live in the Republic of Latvia?

Yes  No

If you are not a permanent resident of Latvia, have you applied for permanent resident status?

Yes  No

If you are not a permanent resident of Latvia and you are currently in Latvia, please indicate what type of visa you hold?

Please, specify the type of visa

**5. Tests**

1. English proficiency:

- Paper-based TOEFL
- TOEFL iBT
- IELTS

Test date and Score

English proficiency test is waived in case if previous degree is completed either in English speaking country or SSE Riga.

2. Math and logics:

- RBS Intellectual Test
- GMAT

Test date and Score

If you only plan to take GMAT, please, request the official score report directly to RBS (code **N5Q-N4-25 MBA-Program**) and just state the date when you will take it.

**6. Who will finance your studies?**

- I am planning to finance my studies myself
- My family will be supporting me
- Company is sponsoring my studies
- Other (please specify)



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Where have you found information about MBA program at Riga Business School?

- www.rbs.lv
- Other places on the internet (please, specify the website address)

- Advertising
- Social media (Facebook, etc.)
- Friends
- Employer
- Other (please, specify)

7. Education History

Please provide information of each undergraduate and graduate institution that you have attended. A copy of diploma and diploma supplement should be submitted.

Starting with the most recently attended, list all universities/colleges that you have attended:

College/university	Country	Degree completed	Dates attended

8. Business Content Pre-requisites

Please provide the grade of calculus studied in previous program.  
In case you have not studied calculus in previous education, you have to take our Pre-MBA course

	Grade Evaluation	Date
Introduction to Calculus		

9. Languages

Please name all languages you speak and indicate your level of proficiency:

Language	Level			
	Native Language	Excellent	Good	Basic
English				

10. Type of MBA program

Please mark the concentration you will focus on in the study process.

- General MBA program
- MBA program with concentration in Information Technology
- MBA program with concentration in Finance
- MBA program with concentration in Marketing

11. Other MBA programs

Have you applied or intend to for MBA programs in other universities?

If yes, please indicate which ones

Yes  No



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## Application checklist

- Application form
- 2 copies of Bachelor level diploma and diploma supplement (originals should be present when submitting application package)
- If the degree was awarded outside Latvia, 2 copies of the "Recognition of the Foreign Diploma" prepared by the [Academic Information centre in Latvia](#) should be attached
- If the First Name or Last Name in the degree certificate is different from those in passport, 2 copies of the official proof of the Name change should be attached
- 2 copies of the passport
- Two passport sized photographs
- CV
- Proof of bank transfer of application fee (30 EUR)

**I apply for admission to the Professional MBA program at RTU Riga Business School. I understand that the decision to offer me a place rests with the School and ultimately with Riga Technical University whose decision is irrevocable. If I am offered and accept a place in the program, I will abide by the rules and regulations of the School. I confirm that to the best of my knowledge the information contained in the application form is complete and accurate.**

\_\_\_\_\_  
Signature

Date

## Application fee

### FEES

	EU (EUR)	Non EU (EUR)
Application fee (non-refundable)	30 EUR	100 EUR

**Please, check the payment deadlines with Admissions Office**

### Bank Details:

Rīgas Tehniskā universitāte  
VAT Registration No.: 90000068977

Swedbank  
BIC - HABALV22  
IBAN for payments: LV60HABA0551043690065

*Please indicate the following details in your payment:*

**Name Surname, RBS (01B00) Professional MBA application fee**

Address:

Please bring the completed application along with accompanying documents to:

**Riga Business School  
Skolas iela 11  
Riga LV1010  
Latvia**

**Thank You for Your application!**

Reģistrācijas Nr.

Rīgas Tehniskās Universitātes  
rektoram

Place for  
photo

Iesniegums

### Vēlos pieteikties uz sekojošu studiju programmu:

Studiju līmenis	Studiju programma	Apmācības veids
Prof. maģ.	RIGVO	Vakara

Par sevi sniedzu šādas ziņas :

Personas kods

Uzvārds

Vārds

### Deklarētā dzīves

vieta: kods  rajons  pilsēta

ielas  māja, dzīvoklis

Pasta indekss LV -  Kontakta tālruni 1.mob.tālr.  2.

e-pasts

### Ziņas par izglītību:

Valsts, kurā iegūta izglītība

Pabeidzu

diploma Nr.  Izdošanas datums

### Papildziņas:

Ir vajadzīga vieta studentu dienesta viesnīcā jā  nē

Ar savu parakstu apliecinu, ka esmu iepazinies (usies) ar uzņemšanas noteikumiem RTU un šo veidlapu aizpildīju saskaņā ar tiem.

2018.g.

Paraksts

Aizpilda Uzņemšanas komisijas darbinieks

Struktūrvienības šifrs	Programmas šifrs	Apmācības veids
<input type="text"/>	<input type="text"/>	<input type="text"/>