



LE CORDON BLEU®
PARIS

The Leading Global Network of Culinary Arts and Hospitality Management Institutes

Application Form

MBA IN INTERNATIONAL HOSPITALITY AND CULINARY LEADERSHIP

in partnership with

Dauphine | PSL 
UNIVERSITÉ PARIS

Intake date:

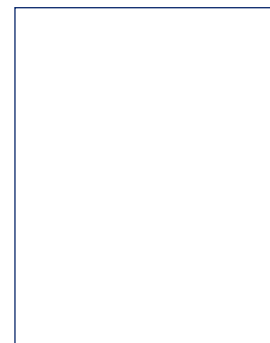
Recruited by:.....

LE CORDON BLEU PARIS
13-15 Quai André Citroën
75015 Paris
cordonbleu.edu/paris

If you have already studied at one of Le Cordon Bleu institutes,
please state the institute name and your student number.

Le Cordon Bleu institute location:

Student ID Number:



**Attach obligatory
2 passport photos
with your name
written on the back**

1. *Applicant details*

All fields must be completed in UPPER case.

☐ Mr. ☐ Ms. Gender: ☐ Male ☐ Female ☐ Other

Last Name:
(as indicated on your passport, in UPPER case)

First Name:

Date of birth (DD/MM/YYYY):

Country of birth:

Nationality:

Email:

Skype ID:

Passport number:

Expiry date: Country of delivery:

PERMANENT ADDRESS:

Number and Street:

City: Post/Zip Code:

Province/State/Region:

Country:

Phone number: Mobile:
(Please include country & area codes)

Do you wish to receive the newsletters and information on the programmes and activities of Le Cordon Bleu?

☐ Yes

☐ No

2. *Emergency contact*

First and last name:

Relationship:

Profession:

Phone number:

(Please include country & area codes)

Email:

3. *Professional experience*

Justify 3 years of professional experience using management skills

Position held

Name of the company:

Business sector:

Position:

Held from:

Number of employees supervised:

Responsibilities of your current position and performance criteria:

.....

Previous position

Name of the company:

Business sector:

Position:

Held from the / / to / /

Number of employees supervised:

Responsibilities of your current position and performance criteria:

.....

Previous position

Name of the company:

Business sector:

Position:

Held from the / / to / /

Number of employees supervised:

Responsibilities of your current position and performance criteria:

.....

4. Educational background

Please provide details of all education and training that you have successfully, or partially, completed:

Award/Qualification	Name of institution	Country	Year attended	
			Started	Ended

5. Language skills

Mother tongue:

Please indicate below your English or/and French proficiency level.

Please write "NA" (Not Applicable) if no level has been achieved.

ENGLISH	Score	Date taken
TOEFL		
IELTS		
Cambridge First Certificate		
Cambridge Advanced		
Other (please specify)		

FRENCH	Score	Date taken
DELFI (A1 ou A2)		
DELFI (B1 ou B2)		
DALF (C1 ou C2)		
TCF		
TEF		

6. Admission criteria and application procedure

*Important: only **complete** and **legible** applications will be presented to the Admissions jury. Incomplete applications will be refused. Le Cordon Bleu undertakes to ensure that all applications are assessed in an ethical and responsible manner.*

1. Please complete the Application Form with the following documentation:

- Up-to-date CV
- Cover letter
- English language proficiency certificate: IELTS 6.5 / TOEFL Min. 80 (if not English mother tongue)
- Copies of Diploma(s) obtained (Bachelor, Masters or equivalent)
- Work certificate for the different positions occupied. Letters of recommendation (recommended)
- Copy of valid proof of identity (national identity card or passport) of the page which shows civil status, number of the identity document and the candidate's signature
- Copy of French or European residence card (if applicable)
- 2 passport photos with the the candidate's name on the back
- Non-refundable application fee of €200 (Bank receipt for transfer of funds or attached cheque).

2. Once the application form and all documentation are received, Le Cordon Bleu Paris Admissions jury will assess the application and determine if the candidate meets all entry requirements. If successful, an interview, in person or via video-conference, is then organised.

3. The candidate should expect an answer on their admission within 7 working days following the interview.

4. Once the candidate has been accepted by the Admissions jury, a deposit of €1,300 should be paid by the candidate within 7 working days. This deposit allows the candidate to reserve their place.

5. The application fees and confirmation deposit of €1,300 are deducted from the total tuition fees. Please refer to TERMS AND CONDITIONS - cancellation policy section, 3.1.
6. Upon receipt of the deposit, Le Cordon Bleu will send an admission proposal including the balance of tuition fees payment form and practical information regarding visas and accommodation.
7. If an application is turned down, a written explanation will be provided by email.
8. Le Cordon Bleu strongly recommends that the candidate reads all documents carefully. To confirm their enrolment, the candidate must return a signed copy of the tuition fees payment form, along with a copy of the bank transfer form, to the Admissions Department within the stated time.
9. Once the signed documents and the tuition fees have been received, Le Cordon Bleu / Université Paris Dauphine - PSL will send a welcome pack including: official confirmation of enrolment, a receipt of payment and the orientation day appointment details.
10. Please note that the balance of the fees shall be paid in cleared funds no less than 12 weeks before the first day of the programme. For any applications sent after this deadline, please contact the institute's Admissions Department by email (parisadmissions@cordobleu.edu) or by telephone (+33 (0)1 85 65 15 00).
11. Once the candidate obtains a long-term student visa (VLS-TS), a copy must be sent to the Admissions Department at parisadmissions@cordobleu.edu.

6.1. *Admissions policy*

- Le Cordon Bleu guarantees that all applications are processed in the strictest privacy. Once the candidate's qualifications and motivation have been reviewed, the Admissions jury will either accept the application or offer the candidate the possibility to sign up for a better suited programme.
- If the Admissions jury turns down the application, the candidate can request that it be reviewed again within 14 days. The candidate must send an email to the institute's Academic Director (parisadmissions@cordobleu.edu).
- The decision reached by the Admissions jury will be based on both the candidate's motivation and future goals set out in the cover letter. Prior professional experience in the hospitality industry is not mandatory.
- Entry requirements:
 - Undergraduate degree or equivalent
 - Justification of 3 years of professional experience using management skills
 - Knowledge of the hospitality, tourism and gastronomy sectors
- Language requirement
 - English level IELTS 6.5 / TOEFL minimum 80
- Admissions Rules:
 - Le Cordon Bleu guarantees that all applications are processed in the strictest privacy. Once the candidate's qualifications and motivation have been reviewed, the Admissions jury will either accept the application or offer the candidate the possibility to sign up for a better suited programme.
 - If the Admissions jury turns down the application, the candidate can request that it be reviewed again within 14 days. The candidate must send an email to the institute's Academic Director (parisadmissions@cordobleu.edu).
 - The decision reached by the Admissions jury will be based on both the candidate's motivation and future goals set out in the cover letter. Prior professional experience in the hospitality industry is not mandatory.

6.2. *Terms and conditions of payment, deferment and cancellation*

1. PAYMENT

- 1.1. The full amount of the fees shall be paid in cleared funds no less than twelve (12) weeks before the first day of the programme.
- 1.2. The study trip is compulsory and counts as part of the Diploma. Only the tuition fees relative to the pedagogical activities of this trip are included. The student agrees to pay for their travel and accommodation expenses for the dates set for the programme.
- 1.3. If an applicant fails to comply with condition 1.1, Le Cordon Bleu is entitled to cancel their place on the programme and the application fee and total deposit will not be refunded.
- 1.4. All fees are payable in Euros only. Payment may be made by:

WE RECOMMEND

Le Cordon Bleu has partnered with Flywire to provide you with an easy and secure method of sending international payments via telegraphic transfer or credit card in your home currency ensuring best price guaranteed and no unexpected bank fees.

Credit Card via Flywire (For local and international payment)

Please visit: www.flywire.com/pay/lcbparis

Bank transfer via Flywire (For local and international payment)

Please visit: www.flywire.com/pay/lcbparis

- cheque in Euros (excluding Eurocheques) payable to “Le Cordon Bleu”
- bank transfer to:

Beneficiary Name: LE CORDON BLEU
Bank Name: BNP Paribas Maine Montparnasse
Branch: 66 avenue du Maine 75014 Paris, France
Bank Code: 30 004
Branch Code: 01402

Account Number: 00020507765
ID Code: 95
Swift Code: BNPA FR PP PXV
IBAN Code: FR 76 3000 4014 0200 0205 0776 595

The student is required to send a copy of the bank transfer form and the signed tuition fees payment form to the Admissions Office (parisadmissions@cordobleu.edu).

It is the student's responsibility to ensure that their bank clearly indicates the student's name, programme requested, and date of entry on the transfer form. Failure to clearly identify funds may lead to delayed enrolment and cancellation of the application.

Students are required to pay all bank fees incurred when transferring funds. Any bank fee deduction on the global expected amount will be charged to the student.

2. DEFERMENT

- 2.1. An applicant may defer only once the commencement of their programme to a later term, by providing written justification twelve (12) weeks prior to the first day of the programme. The permitted maximum length of the deferment is one (1) year from the original requested entry date for the programme.
- 2.2. In the hypothesis of the accepted deferment, applicable terms, conditions, and tuition fees are those in force at the time of the student's transfer notice. Should the institute be unable to place the student in a later programme (based on the Le Cordon Bleu Paris calendar), the institute will refund the fees paid less the non-refundable application fee.
- 2.3. No refund shall be made for the cancellation of a programme which has already been deferred.
- 2.4. If a visa has been refused, the student wishing to defer their enrolment, must send scanned proof of the visa refusal to the institute's Admissions Department (parisadmissions@cordobleu.edu) within three (3) days of receiving the visa refusal notification. After this time, and without any proof (copy of passport with visa refusal stamp, letter from the Consulate), the deferment request cannot be granted and tuition fees will be invoiced.

TRADE MARKS

Le Cordon Bleu International is the owner of a number of trade marks registered in numerous countries throughout the world for many classes of services and products, which include notably “Le Cordon Bleu”, the Le Cordon Bleu logo (which appears on the top of this application form) and “Grand Diplôme®”.

You must not use any of Le Cordon Bleu's trade marks, or any confusingly similar trade mark, in connection with any activity that is commercial, business-related or professional in its nature or purpose. By way of example, such prohibited use would include use as or as part of a company name, trading name, domain name or email address.

COPYRIGHT MATERIALS

The copyright in all learning, pedagogical and other materials provided to you by Le Cordon Bleu during your studies is owned by Le Cordon Bleu International, except for any materials which may be in the public domain and materials used by permission of a third-party copyright owner.

Such materials are provided for your personal educational use only and must not be reproduced, distributed or shared with others, except with the prior written permission of the institute's senior management.

7. General

- All students should comply with the internal rules of the institute and Paris Dauphine - PSL University.
- The institute and Paris Dauphine - PSL University reserve the right, in its absolute discretion, to modify the enrolment procedure and/or the fees, the dates, the organization and the structure of any or all of its programmes.
- Le Cordon Bleu and Paris Dauphine - PSL University decline any liability in the event of accident, loss, damage, civil liability of the student or other similar cases. All students are required to take out appropriate insurance to cover such risks during their studies at Le Cordon Bleu and Paris Dauphine - PSL University. Students between 18 and 28 years old, enrolled in one of Le Cordon Bleu and Paris Dauphine - PSL University programmes for more than 3 months, benefit from the French Social Security which provides foreign students with free healthcare coverage while studying in France. Students must also supply an original birth certificate translated into French by a certified translator.

For foreign candidates from outside the European Community: The visa process can take time; we recommend that students contact “Campus France” in their country of residence in order to verify the procedure and the duration for obtaining a visa. For further information: “Campus France”: www.campusfrance.org/fr

8. *Intellectual Property*

PLEASE READ THIS SECTION CAREFULLY.

LE CORDON BLEU VIGOROUSLY DEFENDS ITS TRADE MARKS, COPYRIGHT MATERIALS AND OTHER INTELLECTUAL PROPERTY RIGHTS AND WILL TAKE ACTION TO PREVENT ANY BREACH OF ITS RIGHTS, INCLUDING CLAIMING FINANCIAL COMPENSATION.

In this section "you" and "your" refer to the student making this application but its terms apply both during and after your studies at the Le Cordon Bleu institute.

3. CANCELLATION

3.1. By the student

- A student who is registered and who has signed their admission proposal, and exercises their right to cancel by registered letter within fourteen (14) full days from the date of their acceptance, therefore cancelling their enrolment, will be reimbursed the total sums paid within thirty (30) days from the date at which the right was exercised.
- Once the right to cancel period has expired, a student who cancels their enrolment more than twelve (12) weeks before the beginning of the chosen intake, by email to the Admissions Department (parisadmissions@cordobleu.edu), for any reason, excluding unforeseen or fortuitous circumstances which are duly determined, will be reimbursed the full tuition fees, excluding the application fees and the first deposit of 1,300€. There will be no reimbursement for any cancellation received by email twelve (12) weeks or less prior to orientation day.
- If a visa has been refused, a student who wishes to cancel their enrolment and be reimbursed all fees paid must inform the Admissions Department by Email (parisadmissions@cordobleu.edu) within three (3) days of receiving the visa refusal notification. After this time, and without any proof (copy of passport with visa refusal stamp, letter from the Consulate), the cancellation request will not be granted and a reimbursement will not be made.

3.2. By Le Cordon Bleu

- If the programme is cancelled by Le Cordon Bleu, for any reason, excluding unforeseen or fortuitous circumstances which are duly determined, all application and tuition fees paid by the student will be completely reimbursed, or transferred, with the student's permission, to another programme of their choice.
- If following unforeseen or fortuitous circumstances which are duly determined, Le Cordon Bleu is unable to teach the chosen training programme, a reimbursement will be granted to the student on a pro-rata basis determined by the numbers of lessons that have not been taught.
- The candidate and/or student pledges to notify Le Cordon Bleu of any modification to their dossier. Any false information concerning any part, or all, of the information provided by them, may lead to their application being turned down or their enrolment being cancelled without reimbursement of any fees paid.

Only the candidate, and no other individual, has the right to sign this application form.

I have read and understood all the TERMS AND CONDITIONS OF PAYMENT, DEFERMENT AND CANCELLATION, as well as the application form in its entirety and Le Cordon Bleu calendar to which it refers and I accept them.

I certify that all the information provided in this application and the documents attached are accurate and complete. I have noted that any incorrect information will automatically result in the rejection of my application.

First Name:

Last Name:

Date: **Signature:**

PLEASE COMPLETE THIS LIST BEFORE RETURNING YOUR APPLICATION FORM

- ☐ Application form completed, dated and signed
- ☐ Up-to-date CV
- ☐ Cover letter
- ☐ English language proficiency certificate: IELTS 6.5 / TOEFL Min. 80 (if not English mother tongue)
- ☐ Copies of Diploma(s) obtained (Bachelor, Masters or equivalent)
- ☐ Work certificate for the different positions occupied. Letters of recommendation (recommended)
- ☐ Copy of valid proof of identity (national identity card or passport) of the page which shows civil status, number of the identity document and the candidate's signature
- ☐ Copy of French or European residence card (if applicable)
- ☐ 2 passport photos with the the candidate's name on the back
- ☐ Non-refundable application fee of €200 (Bank receipt for transfer of funds or attached cheque and payment receipt. Please specify:
 - ☐ Credit card via Flywire
 - ☐ Bank transfer in euros
 - ☐ Bank transfer via Flywire
 - ☐ Cheque in euros included).



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