

APPLICATION FORM 2012 | 2013

AMSTERDAM & THE HAGUE CAMPUS

DUTCH APPLICANTS

Please complete all sections and write clearly

1. Personal details

M F

PLEASE
ATTACH A
RECENT
PASSPORT
PHOTO

(SUR) NAME (FAMILY NAME)

FIRST NAME

STREET

HOUSE NUMBER

ZIP / POSTAL CODE

CITY

[+ _____]

TELEPHONE

COUNTRY

[+ _____]

MOBILE / CELL PHONE

E-MAIL ADDRESS

DATE OF BIRTH DAY | MONTH | YEAR

PLACE OF BIRTH

COUNTRY OF BIRTH

NATIONALITY

Personal details parent/guardian/next of kin

FULL NAME

[+ _____]

TELEPHONE

MOBILE / CELL PHONE

E-MAIL ADDRESS

RELATIONSHIP TO THE PERSON ABOVE

2. Previous application(s) Hotelschool The Hague

General

No Yes, in: 2010 2011

The result was: Accepted Rejected Reserve list

3.A Intake preference

The deadline for students starting in August 2012 and February 2013 is **1 May 2012!**

PROGRAMME	STARTING DATE
4-year Bachelor Degree Programme (Amsterdam / The Hague campus)	<input type="checkbox"/> August 2012 <input type="checkbox"/> February 2013
2-year International Fast Track programme (IFT)*	<input type="checkbox"/> July 2012 (The Hague only) <input type="checkbox"/> July 2013 (Amsterdam only)

* NB: Applies only to students who have a MBO diploma *Horeca ondernemer/manager*.

3.B Campus preference (state your reasons)*

Amsterdam
 The Hague
 No preference

* **IMPORTANT:** Hotelschool The Hague will determine at which campus you will be placed and when you can start. No rights may be derived from a stated preference.

4. Selection Day preferences, please indicate more options if possible.*

(Selection days at Hotelschool The Hague last from about 10.00 to 17.00)

The Hague	Amsterdam (no IFT)
<input type="checkbox"/> 25 February 2012	<input type="checkbox"/> 18 February 2012
<input type="checkbox"/> 17 March 2012	<input type="checkbox"/> 31 March 2012
<input type="checkbox"/> 2 June 2012	<input type="checkbox"/> 12 May 2012

* Hotelschool The Hague reserves the right to change the dates of the selection day. The candidates concerned will be notified. Please note that all dates and locations are subject to change.

5.A Educational background

Please circle all your previous and current studies. Enclose copies of your diplomas with subjects and grades.

WHICH SCHOOL TYPE	PROFILE (IF APPLICABLE)	SECOND FOREIGN MODERN LANGUAGE	FROM UNTIL	DIPLOMA OBTAINED	YEAR OF GRADUATION
VMBO / HAVO / VWO / MBO / HBO* / WO*	N&G / N&T / E&M / C&M	FR / GM / SP		YES / NO	
VMBO / HAVO / VWO / MBO / HBO* / WO*	N&G / N&T / E&M / C&M	FR / GM / SP		YES / NO	
VMBO / HAVO / VWO / MBO / HBO* / WO*	N&G / N&T / E&M / C&M	FR / GM / SP		YES / NO	

*Please note that, if you

1. have already obtained a bachelor's or master's degree at a Dutch Higher Education Institute or
 2. will be enrolled at a Dutch Higher Education Institute for more than 5 years you pay institution fees and not the regular tuition fees.
- Read more about it at the DUO website: www.ib-groep.nl/particulieren/studeren/langstudeerders.asp

If you do not have a second foreign language, you must:

Submit proof of enrolment for a second foreign language course which enables you to obtain a certificate, at least A2 level of the Common European Framework for Languages (CEFL). Recommended are: Goethe Institut or Berlitz (German), Alliance Française or Maison DesCartes (French), Don Quijote or Instituto Cervantes (Spanish).

If you have a HAVO diploma with a C&M profile that does not include Economics (part 1+2) or M&O, you must:

Either submit proof of enrolment for Economics (part 1+2) or M&O class, which enables you to obtain a certificate (at least HAVO or VWO level) or submit proof of an Economics or M&O deficiency course.

You must send proof of this with your application!

5.B Contact details school of secondary education

NAME OF SCHOOL

NAME OF STUDENT COUNSELLOR

E-MAIL ADDRESS STUDENT COUNSELLOR

STREET

NUMBER

ZIP / POSTAL CODE

CITY

COUNTRY

PHONE NUMBER

WEBSITE

If different from the above, fill in below the name and address of the educational institution where you followed / are following the highest level of education.

NAME INSTITUTE

PLACE

International Fast Track

Applicants for the IFT programme who have a MBO *Horeca Ondernemer/ Manager* diploma must also fill in the section below.

COURSE	FINAL GRADE OR AVERAGE GRADE
BASIC MANAGEMENT	
OPERATIONAL MANAGEMENT	
BUSINESS PLAN	
ENGLISH	

Please note IFT applicants must submit an official result for one of the following English tests. We prefer to receive the result together with your application form.

Have you taken an English language test? No*, (name and date scheduled test) _____
 Yes, please enclose a copy of the result

The following tests and scores are accepted:

- TOEFL (Required result 80 Internet based, 550 paper based), www.toefl.org
- IELTS (Required result 6.0), www.ielts.org
- Cambridge Certificate of Proficiency (Any *pass* grade) www.cambridgeesol.org
- Cambridge Certificate of Advanced English (A,B or C)
- Cambridge First Certificate (A)

Send us a copy of one of these test results only if you meet our required scores.

* Please make sure that you schedule the test in time regarding the start in February or August. Note that it takes approximately 6 weeks to obtain the result.

IMPORTANT: IFT applicants **must** enclose a MBO recommendation letter with their application, which can be downloaded from the website at www.hotelschool.nl > Programmes > International Fast Track > admission requirements > "recommendation letter MBO".

6. Employment

Please state your work experience (also part-time jobs) in and outside the hotel and catering industry. Enclose letter(s) of recommendation, if applicable.

COMPANY NAME	POSITION	FROM	UNTIL

7. How did you first hear about the course? Please tick one or more options.

- Student counsellor _____
NAME OF COUNSELLOR
- Internet _____
NAME OF WEBSITE
- Career fair _____
NAME OF FAIR
- Open day Hotelschool _____
DATE _____ CAMPUS _____
- Newspaper / magazine _____
NAME OF NEWSPAPER / MAGAZINE
- Presentation at my school _____
NAME OF SCHOOL
- Hotelschool student _____
NAME OF STUDENT
- Hotelschool graduate _____
NAME OF GRADUATE
- Family / friends _____
NAME _____
IF FAMILY: STATE RELATION _____
- Other, namely _____

8. Checklist**A. Selection fee payment**

Your contribution for participation in a selection day in The Netherlands is € 115.

You can pay this fee by:

- submitting the enclosed mandate form
- submitting proof of payment (stamped at the post office or your bank)

In The Netherlands: Account number 67.07.49.834
Abroad: ING Bank NV, The Netherlands
SWIFT / BIC code: INGBNL2A
IBAN number (account number): NL51INGB0670749834

Please note: we do not accept cheques.

Cancellation Policy

If you cannot attend the Selection Day, please let us know as soon as possible via e-mail (admissions@hdh.nl), you are kindly requested to also state the reason why you are unable to attend. If your cancellation is received at least one week prior to the Selection Day you were invited to attend, your participation fee will be refunded to you minus administration and processing costs (€ 35). Cancellations received less than one week beforehand do not qualify for a refund.

 Copies of degrees/diplomas with subjects and grades

If you have not yet received your diploma, then please send the most recent list of subjects and grades. Please note that we cannot consider your application without a (preliminary) grade list.

 Proof of Economics or M&O, if applicable

HAVO or VWO level (part 1+2 for Economics).

Proof of second foreign language, if applicable

At least A2 level of the Common European Framework for Languages (CEFL).

 MBO Recommendation letter for IFT applicants

IFT applicants must enclose a MBO recommendation letter (can be downloaded from the website, see below) with their application. www.hotelschool.nl > Programmes > International Fast Track > admission requirements > "recommendation letter MBO".

 Copy of your results for one of the specified English tests for IFT applicants **Motivation letter for a career in hotel management**

Please add your motivation letter. Also provide any additional information you think might be important for the Selection Committee to know, e.g. other experience in public affairs, school clubs, leisure activities, relevant trips abroad etc.

 Reference letters from employers if applicable (with English translation) **Registration via Studielink**

<http://hotelschool.studielink.nl>

 Copy of your passport **Passport-sized photograph****Have you enclosed all the necessary documents?**

Note that your application will only be considered if all the aforementioned documents are enclosed.

Please send this application form together with all the necessary documents to:

Hotelschool The Hague | Admissions Office | Brusselselaan 2 | 2587 AH The Hague | The Netherlands

T +31(0)70 750 30 29 | F +31(0)70 750 30 97 | admissions@hdh.nl | www.hotelschool.nl

FURTHER PROCEDURE: The Admissions Office will check whether you meet the admission requirements. If so, you will receive an invitation for a selection day.

9. Signature

I certify that the statements made by me in answer to the above questions are true, complete and accurate to the best of my knowledge and that I have studied the financial overview carefully.

City

Date

Signature

MANDATE FORM FOR AUTOMATIC PAYMENT

SELECTION PROCEDURE HOTELSCHOOL THE HAGUE

Cost of participation is € 115;

I, the undersigned,

NAME ACCOUNT HOLDER

hereby give permission to Hotelschool The Hague, Brusselselaan 2, 2587 AH Den Haag to debit

The sum of € 115 as contribution for participation in a regular selection procedure at Hotelschool The Hague.

from my bank/giro account:

BANK ACCOUNT NUMBER

The collected sum is for the payment of the selection contribution for:

NAME OF APPLICANT

ADDRESS OF BANK ACCOUNT HOLDER

CITY OF BANK ACCOUNT HOLDER

This collection order is subject to the customary conditions imposed by the banks regarding repayment and withdrawal.

DATE

SIGNATURE

Send this form together with the application form to:
Hotelschool The Hague | Admissions Office | Brusselselaan 2 | 2587 AH The Hague