

## CHECKLIST:

- original or certified copies of official transcripts and diplomas
- proof of English language proficiency (TOEFL, IELTS)
- APS certificate (applicants who graduated from a university in PR China, Vietnam, Mongolia and India)

### Attachments:

- transcript evaluation form
- curriculum vitae
- essay 1 and 2
- certificate of work experience
- letter recommendation 1A and 1B

**Important:** It is your responsibility to provide your recommenders your application number together with the recommendation form to be filled. Please, forward the recommendations to: [mba.application@hs-esslingen.de](mailto:mba.application@hs-esslingen.de)

### Additional requirement to be submitted upon arrival in September:

- German language proficiency certificate (level CEFR Level A1)