

## **Part-time Master of Pharma Business Administration Application Form Checklist**

Please submit to Goethe Business School the following:

- Completed application form
- Current resume (in English or German)
- Recommendation form
- Essay of Motivation (see section VIII for question, max. one (1) A4 page in length, in English)
- Proof of English language proficiency through TOEFL-iBT or IELTS official score report
- Official University transcripts and diploma (or notarized copies) in English or German.  
*Note that copies of university transcripts and diplomas are not accepted.*
- Confirmation of Employment

### **Important notice:**

Upon submission of the application portfolio to the GBS Admissions Office, the applicant will receive a notification of receipt via email. Assessment of the application will start upon receipt of the full application portfolio, only.

Incomplete application portfolios will not be considered for admissions to the Master of Pharma Business Administration.