



Leading Innovative Teams – Executive Program Application Form

Fields with asterisks * are required for submission. If you need assistance completing this form, please contact us at 2528 9701

GENERAL INFORMATION

*Prefix:

*Last Name:

*First Name:

*Middle Name:

*Sex: ☐ Male ☐ Female

*Date of Birth: (D) / (M) / (Y)

*Nationality:

Tel:

*Office:

*Mobile:

*Address:

*City:

*State/Province:

*Country:

*Zip:

*Email:

Your contact information, including name, tel nos. and email, will be shared with other participants unless you indicate otherwise below:

☐ Please do not share my address with other participants.

☐ Please do not share my phone no(s) with other participants.

☐ Please do not share my email with other participants.

Education

*Highest level of education attained: ☐ High School ☐ BS/BA ☐ JD/Law ☐ M.D.
☐ 2-Year College ☐ MS/MA ☐ PhD ☐ Foreign Diploma

*School awarding degree or diploma above: _____

*Major:

*Year degree or diploma conferred

*Please list any university executive programs you have attended.

Work Experience

*Number of years of full-time work experience: ☐ 7 or less ☐ 8-14 ☐ 15-20 ☐ 20+

*Number of years of management experience: ☐ 5 or less ☐ 6-14 ☐ 15-20 ☐ 20+

*Please indicate your proficiency in the following areas of management (1=high, 2=some, 3=little)

☐ Accounting

☐ Information Technology

☐ Marketing and Sales

☐ People Management

☐ Finance

☐ Managing Change

☐ Operations

☐ Strategic Management

**ORGANIZATION / COMPANY INFORMATION*****Organization/Company:*****Job Title:*****Company Website:****Company Address:*****Industry Group:**

- | | | |
|--|---|--|
| <input type="checkbox"/> Agriculture, Forestry | <input type="checkbox"/> Construction | <input type="checkbox"/> Finance/Insurance/Real Estate |
| <input type="checkbox"/> Mining | <input type="checkbox"/> Public Administration | <input type="checkbox"/> Retail Trade |
| <input type="checkbox"/> Services | <input type="checkbox"/> Transportation & Utilities | <input type="checkbox"/> Wholesale Trade |
| <input type="checkbox"/> Other _____ | | |

***Job Function:**

- | | | |
|---|---|---|
| <input type="checkbox"/> Accounting | <input type="checkbox"/> Administration | <input type="checkbox"/> Business Development |
| <input type="checkbox"/> Consulting | <input type="checkbox"/> Customer Service | <input type="checkbox"/> Engineering |
| <input type="checkbox"/> Finance | <input type="checkbox"/> General Management | <input type="checkbox"/> Human Resources |
| <input type="checkbox"/> Information Technology | <input type="checkbox"/> Legal | <input type="checkbox"/> Logistics and Distribution |
| <input type="checkbox"/> Marketing | <input type="checkbox"/> Operations | <input type="checkbox"/> Public Relations |
| <input type="checkbox"/> Purchasing | <input type="checkbox"/> Research & Development | <input type="checkbox"/> Sales |
| <input type="checkbox"/> Strategic Planning | <input type="checkbox"/> Transportation | <input type="checkbox"/> Other |

***Management Level:**

- | | | |
|---|--|--|
| <input type="checkbox"/> Top (e.g. CEO, COO, CFO) | <input type="checkbox"/> Senior (e.g. Vice President, SVP) | <input type="checkbox"/> Middle (e.g. Director, Manager) |
|---|--|--|

***To what unit in the organization do you report?**

- ☐
- Corporate
- ☐
- Group
- ☐
- Division

***Number of employees who report to you and your direct reports?**

- | | | |
|----------------------------------|--------------------------------|--------------------------------|
| <input type="checkbox"/> <10 | <input type="checkbox"/> 10-49 | <input type="checkbox"/> 50-99 |
| <input type="checkbox"/> 100-999 | <input type="checkbox"/> 1000+ | |

Describe the unit for which you are responsible and your current responsibilities.**Are you a company-sponsored participant?**

- ☐
- Yes, I am fully / partially sponsored by my company.

Contact person of HR/Training Dept: _____ Tel: _____

Email: _____

- ☐
- No, I am self-funded

***Please indicate how you first heard about MIT Executive Program:**

- | | | |
|---|--|--|
| <input type="checkbox"/> Email Notification | <input type="checkbox"/> LinkedIn | <input type="checkbox"/> Direct Mail |
| <input type="checkbox"/> CEG website | <input type="checkbox"/> Ad/Article in publication | <input type="checkbox"/> Facebook |
| <input type="checkbox"/> Recommended by employer | <input type="checkbox"/> CEG student | <input type="checkbox"/> Other Referral Source _____ |
| <input type="checkbox"/> Internet Search (which search engine: _____) | | |

APPLICATION, ADMISSION, PAYMENT AND CANCELLATION POLICIES

Enrolment:

To enroll for the MIT Executive Program, please submit the follow documents:

- 1) Completed Application form
- 2) Latest CV
- 3) Business Card
- 4) Tuition fee HK\$44,460* (US\$5,700) Cheque in favor of "China Education (EE) Ltd"

OR Bank/Wired Transfer to:

Name of Bank: HSBC
Account Number: 400-475224-838
Account Name: China Education (EE) Ltd.
Bank Address: 1 Queen's Road Central, Central District, Hong Kong
Swift Code: HSBCHKHHHKH

Submit the application in person or by post to:

CEG - MIT Executive Program
Room 1804, 18/F., Tower 1, Admiralty Center,
18 Harcourt Road, Admiralty, Hong Kong
Attn: Edmond Yim

Admissions:

Applicants must be proficient in English. All classes and discussions are conducted in English. It is understood that during attendance at the program, the participant will be free of other duties and will not leave except in emergency situations. MIT University reserves the right to use photos taken during seminar activities for promotional and educational purposes. Self identification of gender and birth is entirely voluntary.

Payment:

Payment is due upon receipt of invoice. Please make cheques payable to **China Education (EE) Limited** OR bank-in your tuition payment (in HKD) to our **HSBC 400-475224-838** and fax the receipt to (852) 2537 0549. Places will not be guaranteed until payment is received.

Cancellations:

Because attendance at MIT Leading Innovative Team Program requires advance preparation and demand often exceeds capacity, it is important that you contact us in a timely manner if you must cancel or defer your attendance. To receive a full refund of tuition, notice of cancellation must be received more than 30 days in advance of the program start date. Participants who cancel less than 30 days in advance will not receive a refund but may nominate an acceptable substitute or attend a future session of the same program within one year.

Photo Rights:

We reserve the right to use photos or video footage taken during the program activities for promotional purposes.

☐ I have read and understand the admissions, payment, and cancellation policies.

***Signature:**

Date: