

swiss:finance:institute

Swiss Finance Institute PhD Program Application Checklist

The Swiss Finance Institute PhD Program in Finance is targeted towards the pursuit of academic excellence. It aims at providing an intellectual environment and a curriculum comparable with the top PhD programs in Europe and North America. The PhD program operates at the three Swiss Finance Institute campuses in Geneva/Lausanne (Léman), Lugano and Zurich.

A complete application package should include:

- The application forms, duly completed and signed,
- A curriculum vitae,
- A statement of your motivations and interests,
- At least two recommendation letters, sealed and hereby enclosed,
- A copy of official grade transcripts, detailed and complete, for your undergraduate, graduate studies and a transcript for on-going studies,
- An official description of your previous courses,
- A copy of your university degrees,
- Graduate Management Admission Test (GMAT) score. You are strongly encouraged to submit a GMAT score as this will provide important additional information to the admission committee.

Important

- Application deadlines: There are two rounds of admission: **January 15th and March 31st.**
- Only the candidates with a complete application package will be considered for admission.
- All documents provided must be written in English or the local Center's language. Any document in another language must be submitted with a translation, certified by the embassy or consulate of the originating country.
- The doctoral program's official language is English. The language commonly spoken in the Geneva and Lausanne area is French.
- If you have any question concerning the application procedure, please contact the local Center or the coordinating office by e-mail: PhD@sfi.ch, or by consulting our site: <http://www.SwissFinanceInstitute.ch>.

Léman (Geneva/Lausanne):

Swiss Finance Institute PhD
program
University of Lausanne
Extranef Building
CH-1015 Lausanne
Tel: +41 21 692 33 84
Fax: +41 21 692 34 35
E-Mail: Leman@sfi-phd.ch

Lugano

Swiss Finance Institute PhD
program
Università della Svizzera Italiana
Facoltà di scienze economiche
Via Giuseppe Buffi 13
CH - 6900 Lugano
Tel: +41 58 666 47 12
Fax: +41 58 666 46 47
E-Mail: Lugano@sfi-phd.ch

Zurich:

Swiss Finance Institute PhD
program
University of Zurich
Plattenstrasse 14
CH-8032 Zurich
Tel: +41 44 634 39 52
Fax: +41 44 634 43 45
E-Mail: Zurich@sfi-phd.ch

**Swiss Finance Institute PhD Program
Application Form**

1. Personal Data

Last name _____ *F* *M*

First name _____ *Date of birth (dd/mm/yy)* _____

Citizenship _____

Permanent address

Tel. no. (home) _____ *(office)* _____

Fax no. _____ *E-mail* _____

Mailing address

Tel. no.(home) _____ *(office)* _____

Fax no. _____ *E-mail* _____

2. Education

Institution	Major	Degree	Year
<i>Present</i>			

Past

3. Languages

Please indicate your level of fluency.

	Read			Written			Conversation		
	Excellent	Average	Poor	Excellent	Average	Poor	Excellent	Average	Poor
English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. PhD Applications

This application is for:

- Swiss Finance Institute – Léman
- Swiss Finance Institute – Lugano
- Swiss Finance Institute – Zurich

Other programs you are applying to:

- Swiss Finance Institute – Léman
- Swiss Finance Institute – Lugano
- Swiss Finance Institute – Zurich

- _____
- _____
- _____

5. References

Please enter the address of the persons who completed your reference letters. This will allow us to acknowledge receipt of their evaluation.

Reference 1:

Name _____ *Mr.* *Mrs.* *Dr.*

Street/ No° _____

City/Country _____ *Postal code* _____

Tel. no./ E-mail _____

Reference 2:

Name _____ *Mr.* *Mrs.* *Dr.*

Street/ No° _____

City/Country _____ *Postal code* _____

Tel. no./ E-mail _____

I request admission to the Swiss Finance Institute PhD Program.

I hereby declare that all information provided in this application is complete and accurate.

Date _____ Signature _____

Swiss Finance Institute PhD Program Motivations & Interests

Answer the following questions concisely:

(Please use additional pages to answer)

1. How did your academic path lead you to apply to a PhD Program in Finance?
2. What are your main research interests?
3. Optional: If already defined, briefly describe the research project you propose to undertake and the subject of the thesis.
4. What are your long-term professional goals? How do you think a doctoral program can contribute achieving career objectives?

Swiss Finance Institute PhD Program Recommendation Form

(Section to be completed by candidate)

Last name

First name

Referee

Last name

First name

Title

University or firm

Address

E-Mail

Tel. no.

Evaluation: (To be completed by referee. Information provided will be kept strictly confidential until a final decision is reached. Once done, this form will be destroyed.)

In a group of one hundred people at the same academic/work level, with approximately the same amount of experience and training, how would you rate the candidate, based on the following criteria?:

	highest 30% (average)	highest 20% (good)	highest 10% (very good)	highest 5% (excellent)	highest 2% (outstanding)	Cannot answer
Motivation	()	()	()	()	()	()
Maturity and judgment	()	()	()	()	()	()
Analytical Ability	()	()	()	()	()	()
Initiative and creativity	()	()	()	()	()	()
Ability for research	()	()	()	()	()	()
Writing skills	()	()	()	()	()	()
Oral skills	()	()	()	()	()	()
Overall appreciation	()	()	()	()	()	()

Recommendation: (Please give a brief description of the candidate's talents and weaknesses, ability and motivation to undertake a Ph.D. program. Do not hesitate to detail your opinion on an additional page.)

I recommend the candidate *very strongly* *strongly* *with reservations*

I *do not* recommend the candidate

I have known the applicant for _____ years, as _____

Date _____ Signature _____

Form to be sealed by referee and to be returned with application.

Swiss Finance Institute PhD Program Recommendation Form

(Section to be completed by candidate)

Last name

First name

Referee

Last name

First name

Title

University or firm

Address

E-Mail

Tel. no.

Evaluation: (To be completed by referee. Information provided will be kept strictly confidential until a final decision is reached. Once done, this form will be destroyed.)

In a group of one hundred people at the same academic/work level, with approximately the same amount of experience and training, how would you rate the candidate, based on the following criteria ?:

	highest 30% (average)	highest 20% (good)	highest 10% (very good)	highest 5% (excellent)	highest 2% (outstanding)	Cannot answer
Motivation	()	()	()	()	()	()
Maturity and judgment	()	()	()	()	()	()
Analytical Ability	()	()	()	()	()	()
Initiative and creativity	()	()	()	()	()	()
Ability for research	()	()	()	()	()	()
Writing skills	()	()	()	()	()	()
Oral skills	()	()	()	()	()	()
Overall appreciation	()	()	()	()	()	()

Recommendation: (Please give a brief description of the candidate's talents and weaknesses, ability and motivation to undertake a Ph.D. program. Do not hesitate to detail your opinion on an additional page.)

I recommend the candidate *very strongly* *strongly* *with reservations*

I *do not* recommend the candidate

I have known the applicant for _____ years, as _____

Date _____ Signature _____

Form to be sealed by referee and to be returned with application.