

# Application for Admission – 2013/2014

Office of Admissions • American University of Central Asia • 205 Abdymomunov • Bishkek 720040 • Kyrgyzstan  
Phone & Fax: 996 (312) 66-10-89 • E-mail: admissions@mail.auca.kg, admissions.auca@gmail.com • www.auca.kg

Registration # \_\_\_\_\_

## LETTER TO THE PRESIDENT OF AMERICAN UNIVERSITY OF CENTRAL ASIA

To President of AUCA \_\_\_\_\_ ANDREW B. WACHTEL

from \_\_\_\_\_

Permanent Address \_\_\_\_\_

\_\_\_\_\_

Graduated in 20 \_\_\_\_\_ from \_\_\_\_\_  
(full name of the High School)

### DECLARATION

I would like to receive permission to participate in the competition for admission to the **department of**

\_\_\_\_\_

Admission to the University is contingent upon the results of the admission tests, department's recommendation for admission into a program, submission of original documents certifying education, and payment of the non-refundable tuition deposit.

I have read and understood the admission rules of the University for the year of 2013-2014

Signature \_\_\_\_\_ Date \_\_\_\_\_ 2013

Attach  
a 3x4 cm  
full-face  
color photo  
(on white background)

### Important Submission Deadlines

1st round –  
May 03, 2013

2nd round –  
July 10, 2013

Президенту АУЦА \_\_\_\_\_ ЭНДРЮ ВАХТЕЛЮ

от \_\_\_\_\_

проживающего(ей) по адресу \_\_\_\_\_

\_\_\_\_\_

окончившего(ей) в 20 \_\_\_\_\_ году \_\_\_\_\_  
(полное название учебного заведения)

### ЗАЯВЛЕНИЕ

Прошу допустить меня к конкурсу для поступления в университет на направление (**специальность**):

\_\_\_\_\_

**Зачисление в АУЦА возможно после успешной сдачи вступительных испытаний, рекомендации направления к зачислению, при наличии оригинала документа об образовании и внесении части платы за обучение в виде невозмещаемого гарантийного взноса.**

С правилами приема в университет на 2013-14 учебный год ознакомлен(а).

Подпись \_\_\_\_\_ Дата “ \_\_\_\_\_ ” \_\_\_\_\_ 2013 г.

**SUPPORTING DOCUMENTATION TO BE SUBMITTED TO AUCA OFFICE OF ADMISSIONS**

- A non-refundable application fee of 500 Kyrgyz Soms (or \$15 USD)
- Copy of high school diploma or vocational education certificate **or** if currently enrolled in high school, a certificate from current school certifying that an applicant is in the last year  
(Note: Upon admission to AUCA, the original copy of graduation certificate or diploma with appendix **must** be submitted to the Office of Admissions)
- Official copies (notarized photocopies) of any and all high school and university transcripts / marksheets  
(Note: Applicants who have graduated from educational institutions outside of Kyrgyz Republic **must** present a document confirming they have obtained the equivalent of the Kyrgyz Republic's state diploma of secondary education, equivalent to 11 years of school (for undergraduate program applicants) and of higher education (for graduate program applicants). The document issued by the foreign academic institution and its notarized Russian translation (including transcripts / marksheets) must be submitted to the Ministry for Education of the Kyrgyz Republic in order to confirm the level and content of study completed. The Ministry then issues a certificate recognizing the applicant's education, which should be submitted along with this application form to the University).
- Any and all Republic and International Olympiad Diplomas on specific subjects (**FOR KYRGYZ CITIZENS & CIS APPLICANTS ONLY**)
- Copy of Republic Test Certificate taken in 2013 (**FOR KYRGYZ CITIZENS ONLY**)  
(Note: the original copy of the certificate **must** be submitted to the Office of Admissions upon admission to AUCA)
- Copy of passport information pages and for non-Kyrgyz citizens living in Kyrgyzstan, a copy of the Kyrgyz Republic visa page (international students must check in with the Student Visa and Registration Coordinator within 2 days of arrival to submit copies of their Kyrgyz Visa and complete Ministry of Foreign Affairs registration paperwork)
- Medical certificate (Form 086-Y), confirming all vaccinations and immunizations as well as health screenings for Tuberculosis
- 2 color photographs (3 x 4 cm – white background)
- AUCA Admission Exam (AAE) Score Report  
**OR** (instead of the AAE score report an applicant may submit an official English Language proficiency certificate and a standardized test score report)
- Official English Language Proficiency Certificate:  
Official TOEFL Certificate (paper-based or internet-based) – REPORT TO AUCA INSTITUTION CODE 0419 **or**  
Official IELTS Certificate – REPORT TO AUCA INSTITUTION CODE 8306 FOR UNDERGRADUATE APPLICATIONS AND 8305 FOR GRADUATE APPLICATIONS  
**(FOR UNDERGRADUATE PROGRAM APPLICANTS)**
- Official Standardized Test Results:  
SAT Reasoning Test (SAT I) – REPORT TO AUCA INSTITUTION CODE 5825 **or**  
ACT plus Writing Test – REPORT TO AUCA INSTITUTION CODE 5479  
**(FOR MBA PROGRAM APPLICANTS)**
- Official Standardized Test Results (**Alternative to AUCA MBA Program Admission Test**):  
GMAT – REPORT TO AUCA INSTITUTION CODE S2B-2G-87 **or**  
GRE – REPORT TO AUCA INSTITUTION CODE 0419
- Essay:  
**UNDERGRADUATE** – Please state your reasons for applying to the chosen program of the American University of Central Asia, and how your studies at AUCA will contribute toward your goals; also tell us what you feel most enthusiastic about and whether this has influenced your life in any way. Limit your essay to 700 words / 1 page. The essay must be typed. *Please attach it to this application.*  
**MBA** – Please state your reasons for applying to the American University of Central Asia, and how your studies at AUCA will contribute toward your career goals. Why do you want to get MBA degree? What are your career plans in 5 years? Limit your essay to 700 words / 1 page. The essay must be typed. *Please attach it to this application.*

**ADDITIONAL DOCUMENTATION NEEDED FROM MBA/GRADUATE PROGRAM APPLICANTS**

- Copy of Bachelor's Degree or Specialist Diploma **or** if currently enrolled in university, a certificate from school certifying that an applicant is in the last year  
(Note: Upon admission to AUCA, the original copy of Bachelor's Degree / Specialist Diploma or confirmation of degree completion **must** be submitted to the Office of Admissions)
- Curriculum Vitae / Resume in English which includes work history

**NOTE:** If you are emailing a large amount of admission documents, please send them to [admissions.auca@gmail.com](mailto:admissions.auca@gmail.com)

# Application for Admission – 2013/2014

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Registration # \_\_\_\_\_

## SECTION 1: APPLICANT INFORMATION

### NAME AND RESIDENCE INFORMATION (Please write your name as it appears in official documents both in English and Russian):

Full Name in English (same as passport): \_\_\_\_\_  
Family Name (Surname) Given Name (First) Middle Name (if any)

Full Name in Russian (Ф.И.О.): \_\_\_\_\_  
Фамилия Имя Отчество

Residence Information (required): \_\_\_\_\_  
Nationality Country of Citizenship

Date of Birth (day/ month/ year): \_\_\_\_\_ Gender :  Female  Male  
(i.e. 27 March, 1985)

### CONTACT INFORMATION:

Permanent Mailing Address: \_\_\_\_\_  
House or Apartment Number and Street

City and District Province / Oblast / State Country Postal Code

Permanent Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_  
(country and city code)

E-mail: \_\_\_\_\_ Mobile Phone Number: \_\_\_\_\_  
(country and city code)

Current/Local Address: \_\_\_\_\_  
(If different from above) House or Apartment Number and Street

City and District Province / Oblast / State Country Postal Code

Current Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_  
(country and city code) (country and city code)

### ALTERNATE CONTACT: (This should be someone OTHER THAN YOU OR YOUR PARENTS, such as a relative, friend, or neighbor)

Full Name: \_\_\_\_\_ His/Her relation to you: \_\_\_\_\_

Phone Number: \_\_\_\_\_ (must be different number from your home or mobile phone numbers)

[Important: Address and contact changes should be reported immediately to the Office of Admissions.]

### PASSPORT INFORMATION:

Passport # : \_\_\_\_\_ Passport Issuing Authority: \_\_\_\_\_

Passport Issue Date (Day/ Month/ Year): \_\_\_\_\_ Passport Expiry Date (Day/ Month/ Year): \_\_\_\_\_

[Please note that all international students must make sure to renew or extend their student visas within Kyrgyzstan in a timely manner.]

### EMPLOYMENT INFORMATION (For MBA Program Applicants Only – Note: Attach CV/Resume to Application):

Place of Employment: \_\_\_\_\_  
Business Name Street and Number

City and District Province / Oblast / State Country Postal Code

Position Held: \_\_\_\_\_ Employer Phone Number: \_\_\_\_\_

**SECTION 2: ENROLLMENT INFORMATION**

**PROGRAM OF INTENDED STUDY (Mark the box of the program and status for which you are applying):**

**UNDERGRADUATE / BACHELOR'S DEGREE PROGRAM**

Degree Seeking Student (Please select Intended Major below)

- |  |   |
|--|---|
| <input type="checkbox"/> Anthropology                        | <input type="checkbox"/> International and Comparative Politics |
| <input type="checkbox"/> Applied Mathematics and Informatics | <input type="checkbox"/> Journalism and Mass Communications     |
| <input type="checkbox"/> Business Administration             | <input type="checkbox"/> Liberal Arts and Sciences              |
| <input type="checkbox"/> Economics                           | <input type="checkbox"/> Psychology                             |
| <input type="checkbox"/> European Studies                    | <input type="checkbox"/> Sociology                              |
| <input type="checkbox"/> International and Business Law      | <input type="checkbox"/> Software Engineering                   |

Non-degree Seeking Student  
(Please select status below)

- Exchange Student  
 Visiting Student

**For Transfer Students:** Will you be a Transfer Student?  Yes or  No

If Yes, Name of Current Institution: \_\_\_\_\_

City and Country of Current Institution: \_\_\_\_\_

Years of Study Completed: \_\_\_\_\_

Current Major: \_\_\_\_\_

**GRADUATE / MASTER'S DEGREE PROGRAM**

Business Administration Program     Central Asian Studies Program    **Start-date:**  August 2013     January 2014

**SECTION 3: ACADEMIC INFORMATION**

**HIGH SCHOOL/ SECONDARY EDUCATION:**

Name of School / Institution: \_\_\_\_\_

Address of School / Institution: \_\_\_\_\_

Street Address

City and District

Province / Oblast / State

Country

Postal Code

Year of Graduation (or anticipated Date of Graduation): \_\_\_\_\_ Certificate/Diploma Number: \_\_\_\_\_

Language of study in High School:  KGZ,  RUS,  TURKM,  TAJ,  KAZ,  UZB,  OTHER \_\_\_\_\_

Please, list the languages you speak: \_\_\_\_\_

Did you study at AUCA's Preparatory Program (either the semester-long or year-long studies program):  Yes SID \_\_\_\_\_ or  No

Did you study at AUCA's other programs (full-time or part-time):  Yes SID \_\_\_\_\_ or  No

**FOR CITIZENS OF KYRGYZSTAN & CIS COUNTRIES ONLY:**

Have you attended any high schools outside of your home country:  Yes or  No    If Yes, name the program \_\_\_\_\_, and list the school name, location, and dates of attendance: \_\_\_\_\_

Did you receive the **Gold Medal** upon graduation from High School:  Yes or  No

Are you a winner of the **Republic Olympiad**:  Yes or  No

Subject: \_\_\_\_\_ Place: \_\_\_\_\_

**Military Service ID or Certificate:** \_\_\_\_\_

**UNIVERSITY/ HIGHER EDUCATION (For MBA Program Applicants and Visiting/Exchange Students):**

Name of College/ University/ Institution: \_\_\_\_\_

Address of College/ University / Institution: \_\_\_\_\_

Street Address

City and District

Province / Oblast / State

Country

Postal Code

Year of Graduation (or anticipated Date of Graduation): \_\_\_\_\_ Certificate/Diploma Number: \_\_\_\_\_

Degree and Major (i.e. Bachelor of Arts, History): \_\_\_\_\_

**SECTION 4: ENTRANCE EXAMS AND ESSAY**

AUCA offers two options for admissions tests – applicants can either take AUCA Admission Exam (usually offered in March, April, June and July at AUCA and in spring in select international locations) or submit standardized admissions test results (SAT I or ACT plus Writing for Undergraduate admissions and GMAT or GRE for Graduate/MBA Program).

All AUCA applicants who are non-native English speakers must document their proficiency in English by either taking the AUCA English Language Proficiency Test (ELTP) or by submitting official TOEFL or IELTS scores directly to AUCA.

**NOTE:** Visiting / Exchange Students do not have to sit for the AUCA Admission Exam or submit SAT, ACT, GRE, or GMAT test results. AUCA English Language Proficiency Test, TOEFL, or IELTS will still be required for non-native English speaking Visiting / Exchange Students.

**AUCA ADMISSION EXAM (Offered in March, April, June and July at AUCA)**

- |   |             |                           |
|---|-------------|---------------------------|
| <input type="checkbox"/> AUCA English Language Proficiency Test | Score _____ | Date Taken ____/____/____ |
| <input type="checkbox"/> Written Essay Exam                     | Score _____ | Date Taken ____/____/____ |
| <input type="checkbox"/> Mathematics Test                       | Score _____ | Date Taken ____/____/____ |

**ENGLISH TEST (Required for all non-native English speakers – Applicants must submit one of below mentioned tests' results):**

- TOEFL (check one) -  Internet (iBT),  Paper (PBT): Total Score \_\_\_\_\_ Date Taken \_\_\_\_/\_\_\_\_/\_\_\_\_
- IELTS - Total Score \_\_\_\_\_ Date Taken \_\_\_\_/\_\_\_\_/\_\_\_\_

All test scores must be reported directly to AUCA by the testing agency, though unofficial test reports may be submitted for initial consideration.  
 - To report **TOEFL** Scores, please submit a request to Educational Testing Services ([www.toefl.org](http://www.toefl.org)) – **Report to Institution Code 0419**  
 - To report **IELTS** Scores, please submit a request to International English Language Testing System ([www.ielts.org](http://www.ielts.org)) – **Report to Institution Code 8306 (Undergraduate applicants) or 8305 (Graduate applicants)**

**UNDERGRADUATE STANDARDIZED UNIVERSITY ADMISSIONS TESTS (Applicants may submit SAT or ACT plus Writing):**

- SAT REASONING TEST (SAT I) - TOTAL SCORE \_\_\_\_\_ Date Taken \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Critical Reading Score: \_\_\_\_\_ Mathematics Score: \_\_\_\_\_ Writing Score: \_\_\_\_\_ Essay Subscore: \_\_\_\_\_
- ACT (plus Writing) TEST - COMPOSITE SCORE \_\_\_\_\_ Date Taken \_\_\_\_/\_\_\_\_/\_\_\_\_  
 English / Writing Subscore: \_\_\_\_\_ Reading Score: \_\_\_\_\_ Mathematics Score: \_\_\_\_\_ Science Score: \_\_\_\_\_

All test scores must be reported directly to AUCA by the testing agency, though unofficial test reports may be submitted for initial consideration.  
 - To report **SAT** Scores, please submit a request to College Board ([www.collegeboard.com](http://www.collegeboard.com)) – **Report to Institution Code 5825**  
 - To report **ACT** Test Scores, please submit a request to ACT ([www.actstudent.org](http://www.actstudent.org)) – **Report to Institution Code 5479**

**GRADUATE STANDARDIZED UNIVERSITY ADMISSIONS TESTS (MBA applicants may submit GMAT or GRE):**

- GMAT- MBA ENTRANCE EXAM - COMPOSITE SCORE \_\_\_\_\_ Date Taken \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Verbal Score: \_\_\_\_\_ Quantitative Score: \_\_\_\_\_ Analytical Writing Score: \_\_\_\_\_
- GRE - GRADUATE ENTRANCE EXAM - COMPOSITE SCORE \_\_\_\_\_ Date Taken \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Verbal Score: \_\_\_\_\_ Quantitative Score: \_\_\_\_\_ Analytical Writing Score: \_\_\_\_\_

All test scores must be reported directly to AUCA by the testing agency, though unofficial test reports may be submitted for initial consideration.  
 - To report **GMAT** Test Scores, please submit a request to GMAT ([www.mba.com](http://www.mba.com)) – **Report to Institution Code S2B-2G-87**  
 - To report **GRE** Scores, please submit a request to Educational Testing Services ([www.gre.org](http://www.gre.org)) – **Report to Institution Code 0419**

**ESSAY REQUIREMENT FOR ALL APPLICANTS:**

**UNDERGRADUATE** – Please state your reasons for applying to the chosen program of the American University of Central Asia, and how your studies at AUCA will contribute toward your goals; also tell us what you feel most enthusiastic about and whether this has influenced your life in any way. Limit your essay to 700 words (1 page). The essay must be typed. *Please attach it to this application.*

**MBA** – Please state your reasons for applying to the American University of Central Asia, and how your studies at AUCA will contribute toward your career goals. Why do you want to get MBA degree? What are your career plans in 5 years? Limit your essay to 700 words (1 page). The essay must be typed. *Please attach it to this application.*

**SECTION 5: FINANCIAL AID INFORMATION**

This information is essential for assessing potential financial aid need, and it will not be used in any way as a condition of admissions to AUCA. The information you provide is non-binding, will not be considered as a contract of payment to AUCA, and will be held in strict confidence.

**Are you applying to AUCA for a financial aid / scholarship?**                       Yes or  No

If your answer is **YES**, please contact AUCA's Financial Aid Office (room 112/I; phone +996 312 661 116) for detailed information.

**Note:** The deadlines for submitting financial aid applications coincide with the admission application deadlines. Late applications will not be considered.

**SECTION 6: FAMILY INFORMATION**

**Father's Full Name:** \_\_\_\_\_

Home Phone Number: \_\_\_\_\_ Work Phone Number: \_\_\_\_\_

Mobile Phone Number: \_\_\_\_\_ E-mail (if any): \_\_\_\_\_

Education     Graduate degree     Some Graduate     Higher (University Degree)     Some University     Vocational     Secondary (High School)

Place of Employment & Position Held: \_\_\_\_\_

**Mother's Full Name:** \_\_\_\_\_

Home Phone Number: \_\_\_\_\_ Work Phone Number: \_\_\_\_\_

Mobile Phone Number: \_\_\_\_\_ E-mail (if any): \_\_\_\_\_

Education     Graduate degree     Some Graduate     Higher (University Degree)     Some University     Vocational     Secondary (High School)

Place of Employment & Position Held: \_\_\_\_\_

**SECTION 7: CERTIFICATION AND ATTESTATION**

I certify that all the information provided in this application is complete and true. I understand that any misrepresentation or omission of information may be cause for denial of admission to the American University of Central Asia. I understand that the American University of Central Asia reserves the right to deny admissions to anyone whom it considers not qualified, and that American University of Central Asia reserves the right to require withdrawal of any student at any time for any reason it considers sufficient, including due to academic standing and personal conduct.

Furthermore, I certify that I understand the admission rules of the American University of Central Asia for the year of 2013-2014.

Admission to the American University of Central Asia is dependent upon the results of the AUCA Admission Exam, department's recommendation for admission, and submission of original documents certifying completed education. Once admitted all students must pay half of the tuition fee prior to registration.

*The American University of Central Asia does not discriminate in its programs, activities, or admission practices on the basis of race, color, religion, national origin, sex, or age.*

Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_ 2013

Signature of applicant's parent or guardian: \_\_\_\_\_ Date: \_\_\_\_\_ 2013

**FOR OFFICE OF ADMISSIONS USE ONLY**

500 SOMS/ \$15 USD PAID                       Yes or  No