



Applying to Les Roches Chicago

REQUIRED DOCUMENTATION TO BE ATTACHED FOR A DULY COMPLETED APPLICATION

1. Application form – completed, signed and dated with an application fee of USD. 250.-
2. Study plan: a 250-1,000-word essay explaining why you'd like to study with us.
3. A copy of academic credentials:
 - Secondary Education Diploma, last three years transcripts with courses completed and grades received.
 - Please include a letter of recommendation from a teacher or guidance counselor and complete information on the school or college with an explanation of the grading system.
 - If you haven't completed your studies yet, send a copy of your results for the last three years
4. Sponsorship letter. This is a signed, dated letter from the person who will finance your studies. It guarantees their responsibility to cover the tuition fees and all other expenses.
6. Bank guarantee. Please submit a letter or statement from your sponsor's bank verifying sufficient funds to cover the fees and expenses.
7. If you will not be 18 years old at the start of your program, you must provide a completed and signed minors form.

DEADLINES

We operate a rolling admissions policy which means your application is evaluated as soon as your form is received. We usually reach a decision within three weeks and students can be admitted at any time of the year.

Once you have submitted your application documents we will contact you to arrange a compatibility assessment. This assessment allows us to learn more about your profile and your interests. The compatibility assessment will either take place face to face in your home country or via phone or Skype.

FEEES

Our fees are amended every year and include tuition, standard accommodation and full board. You'll find details in the Tuition and Other Fees document at the back of this brochure.

PAYMENT PLANS

An agreement can be arranged to help you and your family manage fees payment by installments. The most common plan covers two or three installments spaced over one semester. Payment plans are only available for standard accommodation applications.

SCHOLARSHIPS

We have a limited number of scholarships for new students. These places are competitive and we examine eligibility on a case-by-case basis.

ABOUT THE STUDENT

Mr. Mrs. Miss Ms.
 Male Female Date of Birth (DD/MM/YY) _____
Family Name _____
First Name _____
Occupation _____
Nationality _____

MAILING ADDRESS

City _____ Postal Code _____
State _____ Country _____
Home Phone _____ Mobile Phone _____
Fax _____ Email _____

PROFESSIONAL EXPERIENCE

Do you have professional working experience in a hospitality related field? Yes, please give details No
Most Recent Company / Hotel _____
Position Held _____ Dates _____

ABOUT THE PARENT OR LEGAL GUARDIAN AND FINANCIAL SPONSOR

Mr. Mrs. Miss Ms.
Family Name _____ First Name _____
Profession _____ Nationality _____

MAILING ADDRESS

City _____ Postal Code _____ State _____
Country _____ Home Phone _____ Mobile Phone _____
Fax _____ Email _____

Are you the financial sponsor? Yes No, then please ask the financial sponsor to fill in the details below

Mr. Mrs. Miss Ms.
Family Name _____ First Name _____
Profession _____ Nationality _____

MAILING ADDRESS

City _____ Postal Code _____ State _____
Country _____ Home Phone _____ Mobile Phone _____
Fax _____ Email _____

PHOTO

PLEASE SEND THIS FORM TO:

The Admissions Department
Les Roches
International School
of Hotel Management
CH-3975 Bluche - Switzerland

Phone: +1.312.752.2100
admissions@lesroches.edu

EDUCATION

Name of High School / College / University _____ City _____

Country _____ Highest Qualification _____

Completion Date _____ What type of school was this (select all that apply)? Private Public / State International

ACADEMIC PROGRAM

Please tick the program you wish to enroll on:

BBA in International Hotel Management (3.5 yrs)

Please indicate the year you wish to start: January/February 20 _____ July/August 20 _____

Transfer Option: During my studies (only for BBA program) I would be interested in transferring to: Les Roches, Switzerland Les Roches, Spain

ROOM AND BOARD - ADDITIONAL OPTIONS

I would like the following arrangement:

A double room (2 beds)

A single room, if available*

Off Campus**

Half Board (compulsory)

Full Board**

*Please refer to "Tuition & Other Fees" for the additional fee to be paid by semester.

**Please refer to "Tuition & Other Fees" for full details.

HOW DID YOU FIRST HEAR ABOUT US ?

Les Roches Educational Counselor*

Industry Professional*

Student / Alumnus*

Advertising / Article*

Education Fair*

Internet - Website

Your School Counselor*

*Please give the name & country: _____

Other, please specify: _____

LAPTOP OPTION

I will bring my own laptop which meets the institution's requirements

I would like to purchase a laptop through Les Roches

APPLICATION FEE

Please debit my credit card of USD. 250.-

Visa

Eurocard/Mastercard

American Express

Card Number: _____ / _____ / _____ / _____

Name: _____

Expiry Date: _____ / _____ Security Code _____
(on the back of the credit card)

Date & Signature of the Financial Sponsor (even if the Legal Guardian)*:

*Please ensure that both the 'Financial Sponsor' and 'Parent/Legal Guardian' boxes are signed

STATEMENT

I hereby declare that all information given on this form is exact and complete. I acknowledge having read and understood this document and all other pertaining documents and will abide by them.

I understand that the fees are modified once a year and I accept their revision. I hereby declare to abide by the US law in case of a dispute related to the interpretation or to the execution of my legal obligation towards Les Roches.

Date and Signature of the Student:

Date & Signature of the Parent/Legal Guardian*:

LES ROCHES INTERNATIONAL SCHOOL OF HOTEL MANAGEMENT – CAMPUS ADDRESS

Les Roches International School of Hotel Management
900 N. North Branch St.
Chicago, IL 60642
USA

+1.312.752.2100

LES ROCHES INTERNATIONAL SCHOOL OF HOTEL MANAGEMENT – ADMISSIONS ADDRESS

Les Roches International School of Hotel Management
CH-3975 Bluche, Crans-Montana
Switzerland
info@lesroches.edu

CHICAGO.LESROCHES.EDU
