

## EMBA ADMISSIONS PROCESS

### STEPS FOR EMBA ADMISSIONS PROCESS

Step 1. Create an online account at <https://admissions.lahoreschool.edu.pk/>

Follow the steps below to complete the online form:

- i. Select the program
- ii. Enter the complete bio data. The applicant must enter his/her complete name as mentioned on the secondary level result.
- iii. Upload recent passport sized photograph [max 100 kb] and press SUBMIT
- iv. Check inbox/junk mail/spam at your given email address for link sent by Lahore School of Economics.
- v. Login to the link and select your program
- vi. Enter your complete academic details
  - a) Secondary Level (High School/International Baccalaureate /O-Level/ Matriculation)
  - b) Post-Secondary Level (High School/International Baccalaureate /A-Level/ Intermediate)
  - c) Undergraduate Level
  - d) Master Level

<b>Step 2</b>	Print the application form from <a href="https://admissions.lahoreschool.edu.pk/">https://admissions.lahoreschool.edu.pk/</a>
<b>Step 3</b>	Get the 2 Letters of Recommendation [Page No. 10-13 in admissions application form] printed and filled by Company's Head & immediate Boss with the signature and Company stamp
<b>Step 4</b>	Photocopy all academic certificates Matric & Intermediate [ <b>Originals attested from IBCC</b> ]/O-Level & A-Level/American High School Transcript & Diploma/ International Baccalaureate Transcript & Diploma.
<b>Step 5</b>	Photocopy IBCC equivalence certificate in case of O-Level & and A-Level/American High School Diploma/International Baccalaureate
<b>Step 6</b>	Photocopy DMC/Transcript [ <b>Original attested from HEC</b> ] and Degree [if available] [ <b>Original attested from HEC</b> ]. In case of foreign qualification, provide an equivalent level degree certificate issued by the Equivalence Section of Higher Education Commission. If the semesters are not mentioned on the transcript, the candidate must produce an equivalent document from the parent university.
<b>Step 7</b>	Get work experience letter on the original letterhead of the previous and current company, which should also bear the signature and stamp of the current employer (for three years)
<b>Step 8</b>	Photocopy Applicant's CNIC
<b>Step 9</b>	Photocopy Applicant's father's CNIC
<b>Step 10</b>	Get one recent passport sized photograph
<b>Step 11</b>	Print Admissions Form Fee voucher and Processing Fee Voucher from <a href="https://admissions.lahoreschool.edu.pk/receipts_adm_fee.php">https://admissions.lahoreschool.edu.pk/receipts_adm_fee.php</a>
<b>Step 12</b>	Pay the vouchers at any branch of MCB Bank Pakistan
<b>Step 13</b>	Submit the paid Admissions office and Accounts office vouchers along with all the above-mentioned documents at the Admissions Office, 104-C-2, Gulberg III, Lahore.