



MANNHEIM & TONGJI Executive MBA (EMBA) Company Support Form

TONGJI-SEM and Mannheim Business School are committed to developing outstanding and responsible leaders for the business world. As the Executive MBA (EMBA) program is a time-intensive professional development program, ensuring company support from the beginning is an important element in determining a candidate's potential for success. Furthermore, the explicit support of their organization will encourage the candidates to increase their performance.

We therefore ask for a comprehensive understanding regarding the time requirements from both the candidate and his or her organization. Participants will be required to attend six modules (three in Mannheim and three in Shanghai), which last nine to eleven days. These courses might fall within the candidate's normal working schedule. However, the flexible design of the program allows participants to attend each module at the time that best fits their organization's agenda.

Instructions to Candidate

Please fill in your name and date of birth and present this form to your immediate supervisor. Return the signed form with your application packet.

Last name												
First name												
Middle name												
Date of birth												
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Instructions to Immediate Supervisor

Please discuss the EMBA program time requirements with the candidate. Upon completion of your discussion, please fill out and sign this form. Return the completed form to the candidate to be included in his or her application packet.

Supervisor's full name	
Position	
Organization	
Street	
Town	Postal code
Country	
Phone	
Fax	
E-mail	
Date	
Signature	

The candidate and I have discussed and understand the rigorous time requirements of this program. We have addressed how these time requirements will be met using either time off or vacation days, and I am prepared to support the candidate in the pursuit of professional development and management education in the MANNHEIM & TONGJI EMBA program.

Official seal