Application to the Diploma of Advanced Studies in International Law and Economics, University of Bern (DAS ILE UniBe), and the Certificate of Advanced Studies in International Law and Economics, University of Bern (CAS ILE UniBe), at the World Trade Institute (WTI)

For admission to the CAS/DAS Programmes, please submit the following documents at least three months before the beginning of the first weekly course:

1. a completed version of this application form,
2. a detailed CV [[optional template](https://europass.cedefop.europa.eu/en/home)],
3. transcripts and degrees of all completed college/university courses,
4. evidence of English proficiency for non-native speakers
5. Short biography and electronic photograph (head shot). For examples please see [www.wti.org/institute/people/.](http://www.wti.org/people)This will be distributed to your faculty and classmates.
6. Passport or ID

If submitting electronic copies of your documents, you are kindly requested to name and number the documents to correspond to the list above. Eg. 01\_Application\_Form ; 02\_CV ; 05\_1\_Transcript; 05\_2\_Transcript etc.

By mail or email to:

* CAS/DAS Programme Administration

World Trade Institute, University of Bern

Hallerstrasse 6

CH-3012 Bern, Switzerland

* [inquire@wti.org](mailto:inquire@wti.org)

Subject line: Application CAS/DAS Programmes

Section I: Personal data (please use block letters)

1. i am interested in the:

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| --- | --- |
| □ CAS PROGRAMME | □ DAS PROGRAMME |

1. Name

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| Last name | First name | Middle name |

1. Private address

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| Street address | | |
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| ZIP Code | City | |
|  | | |
| Country | | |
|  |  |  |
| Telephone | Fax | Email |

1. Date of birth/citizenship/gender

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| --- | --- | --- |
| / | / |  |
| Day | Month | Year |

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| Citizenship(s) |
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| "Heimatort" for Swiss Citizens |
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| Swiss matriculation number (if existing): |

Gender ( ) Female ( ) Male

1. How did you learn about the CAS/DAS Programme?

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| --- | --- | --- |
| □ MILE graduate | □ Work colleague | □ Poster/flyer at university |
| □ WTI Lecturer | □ Professor at university | □ Moot court |
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| □ Google advertisement | □ LLM-Guide.com | □ Masterstudies.com |
| □ Postgraduate.ch | □ Worldtradelaw.net | □ Tradelawguide.com  □ Inomics.com |
| □ Wti Website |  |  |
| □ Internet search (Google, Yahoo, Others) □ Facebook  □ LinkedIn  □ Twitter  □ YouTube | | |
| □ Email |  |  |
| □ Other, please specify: |  |  |
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1. Select weekly course

I WISH TO SIGN UP FOR THE FOLLOWING WEEKLY COURSES (3 FOR CAS AND 8 FOR DAS):

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| --- | --- | --- |
|  | **Date** | **Name of the course** |
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Section II: Education and work experience

1. Academic background

(e.g. law, economics, international relations, political science, business administration)

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1. List of colleges/universities

Please list all colleges and/or universities you have attended, beginning with the most recent and including current studies.

Indicate your class rank (e.g., 2nd out of 100 students, top 10 percentile) if available.

Indicate any honours received in your studies (e.g., ‘Cum Laude’ in the United States or Switzerland, the class of degree in the United Kingdom, or ‘Mention’ in France).

Please do not include information concerning primary or secondary education (grade school or high school level).

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| Name of institution | | |
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| Street address | | |
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| ZIP code | City | |
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| Country | | |
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| Dates attended from/until | | |
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| Actual name of degree or examination (do not translate) | | Date granted or expected |
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| Honours (do not translate) | | Class rank (if available) |

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| Name of Institution | | |
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| Dates attended from/until |  |  |
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| Actual name of degree or examination (do not translate) | | Date granted or expected |
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| Honours (do not translate) | | Class rank (if available) |

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| Dates attended from/until |  |  |
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| Actual name of degree or examination (do not translate) | | Date granted or expected |
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| Honours (do not translate) | | Class rank (if available) |

1. List of scholarships/fellowships (if applicable)

Please list scholarships or fellowships held at present or in the past along with source/sponsor, approximate amount in CHF, dates and indicate which part of your studies they were dedicated to.

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1. List of honours/prizes (if applicable)

Please list any academic honours or prizes you may have received along with dates.

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1. List of published articles (if applicable)

Please list any books, articles, or theses you have published and include title, date of publication, and name of publisher.

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1. List of professional positions held

Please list any professional positions you have held beginning with your current employer (if applicable).

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| Street address |  |  |
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| ZIP code | City |  |
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| Country |  |  |
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| Job title | | Dates worked from/until |
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| Main responsibilities | |  |
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| Job title | | Dates worked from/until |
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| Main responsibilities | |  |
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| Job title | | Dates worked from/until |
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| Main responsibilities | |  |
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1. List of academic courses taught (if applicable)

Please list any academic courses you have taught.

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Section III: Language

1. Native language(s)

What is/are your native/first language(s)?

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1. Foreign language skills (if applicable)

Please indicate what (other) language(s) you speak and the level of proficiency by ticking the appropriate boxes.

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|  | **Spoken** | **Written** |
|  |  |  |
|  | □ Basic Knowledge | □ Basic Knowledge |
|  | □ Working knowledge | □ Working knowledge |
| language | □ Excellent knowledge | □ Excellent knowledge |
|  | □ Fluent/bi-lingual | □ Fluent/bi-lingual |

|  |  |  |
| --- | --- | --- |
|  | □ Basic Knowledge | □ Basic Knowledge |
|  | □ Working knowledge | □ Working knowledge |
| language | □ Excellent knowledge | □ Excellent knowledge |
|  | □ Fluent/bi-lingual | □ Fluent/bi-lingual |

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| --- | --- | --- |
|  | □ Basic Knowledge | □ Basic Knowledge |
|  | □ Working knowledge | □ Working knowledge |
| language | □ Excellent knowledge | □ Excellent knowledge |
|  | □ Fluent/bi-lingual | □ Fluent/bi-lingual |

1. Language of instruction

What is/was the language of instruction at your university?

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1. Living abroad (if applicable)

Have you lived, studied and/or worked in a country where English is the native language? (e.g., United Kingdom, USA, Canada, Australia)

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| □ Yes □ No |

If you answered yes, what was the purpose and length of your stay and when did it occur?

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1. Proficiency of English as a foreign language (if applicable)

If you are a non-native English speaker and not otherwise exempt (see below: Appendix I: English Language Requirements), please provide results and also submit evidence of any objective English language testing you have taken in the previous two years (e.g., TOEFL, IELTS, MELAB, or Cambridge).

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| Test result |  |  |

If you are not exempt from submitting test scores (Appendix I: English Language Requirements) and have not yet taken an objective English language test, please indicate when you plan to do so. You should submit your application and it will be processed pending your test results.

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| Expected date |  |  |

Section IV: Signature

1. Accuracy and completeness of information

I hereby certify that the information contained in this application form and any supplemental materials is accurate and complete and I will notify the WTI if any of this information changes.

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| Date and place |  |  |
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| Signature |  |  |
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| Name printed |  |  |

1. Transcripts and Degrees

Please include transcripts and degrees of all university/college courses you have completed as well as a supplement explaining the grading system.

If the documents are not issued in English, please include officially certified translations.

***Incomplete application forms will not be processed.***

Appendix I: English language requirements

The CAS/DAS Programme is taught exclusively in English and you need to arrive at the WTI with a level of English that allows you to fully benefit from the courses. In particular, your level of English needs to allow you to express yourself effectively in and outside the classroom, deliver on weekly writing assignments and adequately cover a weekly reading load of up to 200 pages.

When evaluating your application, the Selection Committee pays close attention to evidence of your proficiency in English. As is common for graduate programmes, you are required to submit objective test scores of one of the accepted tests listed below:

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| **Test** | **Minimum Score** | **Website** |
| TOEFL ibT | 100 points or above | [www.ets.org/toefl](http://www.ets.org/toefl) |
| TOEFL Paper | 600 points or above | [www.ets.org/toefl](http://www.ets.org/toefl) |
| IELTS | 7.0 or above | [www.ielts.org](http://www.ielts.org) |
| Cambridge CAE | A | [www.cambridgeesol.org/exams](http://www.cambridgeesol.org/exams) |
| Cambridge CPE | C or higher | [www.cambridgeesol.org/exams](http://www.cambridgeesol.org/exams) |

## Exemptions

The following applicants are exempt from submitting test scores:

* Native English speakers
* Students with an undergraduate and/or graduate degree from an institution in the USA, Canada, the UK, Ireland, Australia or New Zealand, where English was the primary language of instruction and the degree was awarded no longer than five years ago.

You may apply for exemption from submitting text scores if you are

* a student with an undergraduate and/or graduate degree from an institution where English was the primary language of instruction and the degree was awarded no longer than five years ago,
* a student who has completed at least one year of study in an English speaking country and at an institution where English was the primary language of instruction immediately prior to joining the CAS/DAS Programme.

Please [contact us](mailto:melanie.mettler@wti.org) if you are unsure of your exemption status and we will be glad to help. However, please be advised that exemptions from the language requirement are rarely granted.

Important: Independent of your exemption status, you are required to fill in the section on English language in the CAS/DAS Application Form