

## Application Check-List

To apply for the Study Abroad Program, please send the scan copy of your documents at [admission@studymetro.com](mailto:admission@studymetro.com) or [info@studymetro.com](mailto:info@studymetro.com).

1. Completed and signed **University Application Form**.
2. Copy of Passport.
3. GMAT or GRE score (If any).
4. **Two letters of recommendation**. The recommendation letters must be one each from a supervisor, professor or a co-worker. The letters should support in detail the writer's assessment of the applicant's ability to successfully complete graduate studies.
5. **RESUME**: Your resume needs to include your personal information (name, address, email, and date of birth),
6. Evidence of English proficiency, **TOEFL/ IELTS** score.
7. **HIGH SCHOOL/SECONDARY SCHOOL DIPLOMA Mark Sheets**
8. **BACHELOR DEGREE**: Copies of your Certificate/diploma/proof of Bachelor's degree.
9. **TRANSCRIPTS**: You will need to submit official transcripts or mark sheets to show every year that you studied at the college level.
10. **STATEMENT OF PURPOSE (SOP)**: Address your career goals for the next three to five years, discussing how a degree will assist you in accomplishing them.