

## INFORMATION ON THE AZERBAIJAN DIPLOMATIC ACADEMY AND ITS MASTER AND BACHELOR PROGRAMS

Azerbaijan Diplomatic Academy  
Baku, Azerbaijan

### **Admissions and Financial Aid GUIDE**

#### **About ADA**

Founded by the Ministry of Foreign Affairs of Azerbaijan, Azerbaijan Diplomatic Academy (ADA) is a School of International Affairs dedicated to preparing innovative global leaders and to promoting useful collaborative research on diplomacy and international affairs. Located in Baku, at the center of an increasingly significant part of the world, ADA is attracting students from all over the world and upon eligibility admits students to its graduate (MADIA) and undergraduate (BAIS and BBA) programs.

Master's Program

#### **Master in Diplomacy and International Affairs (MADIA) Admissions Information for International Students**

MADIA is a full-time in residence two-year graduate program with two areas of specialization: International Security and Conflict Resolution, and Caspian Basin Studies specializations in the 2011 – 2013 years. Flexible and open-ended, the MADIA Curriculum is designed to strengthen quantitative reasoning and analytical thinking and to build academic strength in political, economic and legal areas, while developing leadership and management skills of the students. All courses are offered in English as the main language of international discourse.

The curriculum is divided into three components:

Pre-Term Curriculum	First Year (July-August)
Core Curriculum	First Year (September – May)
Specializations/Electives	Second year (September – May)

#### **Admissions Procedure**

All candidates applying for MADIA program should complete Online Application Form at [www.ada.edu.az](http://www.ada.edu.az) no later than April 1, 2011.

#### **Important dates:**

Application Period:	<b>October 1, 2010 – April 1, 2011</b>
Application Deadline:	<b>April 1, 2011</b>
Review, Interview and Notification:	<b>January 15, 2010 – April 15, 2011</b>
Accept/Decline Deadline:	<b>Within two weeks of notification</b>

### **Admission requirements**

- Completed ADA Application Form
- Application Fee– 15 Manats or USD/EURO equivalent
- Statement of Purpose (not to exceed 500 words, double-spaced)
- Resume/CV (not to exceed 2 pages with information on education, employment, academic awards, extracurricular and volunteer activities)
- Two Reference Names and Contact Information
- Recent photo taken within the last six months (Size: 5 x 5 cm, scanned and attached to application)
- Official academic transcripts from all previously attended schools (translated into English and notary-certified)
- Copy of Identification Card or Passport
- Official Test Scores
  - TOEFL or IELTS scores (only applicants who have completed a minimum of two years of full time study at the collegiate level in a country where English is the primary language or the language of instruction may request a TOEFL/IELTS waiver by contacting the ADA Admissions Office. Institutional TOEFL Code Number for ADA is 2093.
  - GRE or GMAT scores (optional)
- Evaluative Interview (only for short-listed candidates)

Bachelor Program

**Bachelor of Arts in International Studies (BAIS) and Bachelor of Business Administration (BBA)**



- Copy of Identification Card or Passport

Materials submitted for application to the ADA become the property of the Academy and will not be returned. Please retain a copy of the application and support documents for your own record.

For those who are reapplying, please submit new online application and only missing supporting documents. Copies of all supporting paper documents are not required.

### **Application Assessment and Selection**

All complete applications and supporting documents are reviewed by the Admissions Committee. Those applicants selected for evaluative interviews will be contacted so that the Committee can get acquainted with the applicant's motivation for study, analytical and interpersonal skills, as well as the level of fluency in spoken English.

### **Financial Assistance**

ADA offers scholarship for both MA and BA students. The scholarship is meant to prepare global leaders with strong commitment to serve public cause.

### **International Students**

ADA's Office of International Students (OIS) offers services and programs that are designed to meet the needs of international students. For more information please visit [www.ada.edu.az/students/ois/](http://www.ada.edu.az/students/ois/)

### **Contact ADA**

#### **Office of Admissions, Financial Aid and Scholarship**

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