CHECKLIST: DOCUMENTS TO PROVIDE WITH YOUR APPLICATION (IN PDF FORMAT)

☐ Your **curriculum vitae** in English

☐ A **cover letter** in English explaining your interest in the programme (no longer than two pages)

☐ **Two letters of recommendation** in English – These letters need to have an official letterhead from the university, company or organization, be dated and have a signature. They need to be recent (not older than six months) and should be an original pdf or (if you only have a physical copy) a clear scan (not a photograph).

☐ **Certified copies of relevant degrees and diplomas** (with an officially certified translation when not in English, French, German, Italian or Spanish) – if copies are not certified, you will need to present the original documents upon your arrival in Geneva

☐ **Certified copies of official records of university examinations taken and grades obtained** (with an officially certified translation when not in English, French, German, Italian or Spanish) – if copies are not certified, you will need to present the original documents upon your arrival in Geneva

☐ If you are currently enrolled in a university programme, an **attestation by the relevant university of your current enrolment with an official record of the latest university examinations taken and grades obtained**

☐ **Language tests** – TOEF IELTS, DALF – or verification of language skills (the Geneva Academy does not have an attributed code; please do not use the University of Geneva code, nor the Graduate Institute code)

☐ A **colour copy of your passport**

IF YOU APPLY FOR A SCHOLARSHIP (PARTIAL OR FULL), YOU WILL ALSO HAVE TO PROVIDE THE FOLLOWING DOCUMENTS:

☐ **Proof of your current income** (e.g. salary statement, bank statement, tax declaration, employer's letter) – if such proof is not available, please explain why

☐ **Proof of your family's financial situation** (e.g. salary statement, bank statement) – if such proof is not available, please explain why

☐ **Proof, if applicable, of any financial support you currently receive** (e.g. letter from parents, sponsors, scholarship donor)

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GENEVA GRADUATE INSTITUTE — INSTITUT DE HAUTES ÉTUDES INTERNATIONALES ET DU DÉVELOPPEMENT — GRADUATE INSTITUTE OF INTERNATIONAL AND DEVELOPMENT STUDIES

UNIVERSITÉ DE GENÈVE — FACULTY OF LAW