



RIGA BUSINESS SCHOOL  
*Riga Technical University*

No: 01B00-3.2/127

1 September 2015


**TO WHOM IT MAY CONCERN:**

Riga Technical University (RTU) Riga Business School (RBS) affirms to accept 2 (two) eligible students from the Republic of Azerbaijan for 1 (one) semester studies at RBS Business Administration Degree Programs in the 2015/2016 or 2016/2017 academic year. Candidates will be accepted to the programs if they meet the application deadlines and admission requirements defined by the RBS.

Bachelor of Business Administration program description, admission criteria, application deadlines and tuition fees for 2015/2016 and 2016/2017 are available in Appendix 1 and Master of Business Administration program description, admission criteria, application deadlines and tuition fees for 2015/2016 and 2016/2017 can be found in Appendix 2.

Funds for tuition fee and accommodation expenses (except for transport and meals) for these students will be provided by "Studentu piesaistes un atbalsta centrs" Ltd..

Yours Sincerely,



Jānis Grēviņš  
Director  
RTU Riga Business School  
Riga, Latvia

**Appendix 1**

**Bachelor of Business Administration Program Description,  
Admission Requirements, Application Deadlines and Tuition Fees for 2015/16 and 2016/2017**

The curriculum of the Bachelor of Business Administration at RTU Riga Business School (RBS) is based on the curriculum of the BBA programmes of two of the leading business schools in Europe and US - BI Norwegian Business School and University at Buffalo School of Management. The program covers a wide range of management topics, including Finance, Economics, Marketing, Law, Intercultural Communication and Ethics.

**Program language:** English

**Admission Criteria and Documents for Application:**

- 1) Application form  
(available at <http://www.rbs.lv/bachelor/admission-procedure>);
  - 2) TOEFL or IELTS exam result (minimum 550 TOEFL ITP, 79 TOEFL iBT, 6.5 IELTS) or a different competition process approved by RBS for English language proficiency evaluation according to international standards;
  - 3) High-School diploma and transcript;
  - 4) Personal Statement (essay) of 250-500 words on the following topic: Evaluate a significant experience, achievement, risk you have taken or ethical dilemma you have faced and its impact on you;
  - 5) 2 Recommendation letters (template can be found in the Application form);
  - 6) Passport copy;
  - 7) Passport type photo;
  - 8) Application fee payment proof (bank information can be found in the Application form)
- After documents are received candidates will have an interview. It can be done online also.

**Deadlines for document submission:**

For Spring 2016: November 2, 2015

For Fall 2016: July 4, 2016

For Spring 2017: November 4, 2016

**Spring 2016 semester tuition fee at RBS: 2750 EUR**

**Fall 2016 semester tuition fee at RBS: 2850 EUR**

**Document after successfully completing a semester:** Certificate and ECTS (European Credit Transfer and Accumulation System) Transcript

**Appendix 2**

**Master of Business Administration Program Description,  
Admission Criteria, Application Deadlines and Tuition Fees for 2015/16 and 2016/2017**

The Master of Business Administration program at RBS is the first North American style MBA program in the Baltics. The program is designed for professionals wanting to refine their skills and move up the career ladder. The program provides students with a background in all of the functional areas of business. Core courses are mandatory for all students, and electives allow students to specialize their skills within specific areas of management and to suit their individual interests.

**Program language:** English

**Admission Criteria and Documents for Application:**

- 1) Application form  
(available at <http://www.rbs.lv/professional-mba/admission-process/application-package>);
- 2) TOEFL or IELTS exam result (minimum 550 TOEFL ITP, 79 TOEFL iBT, 6.5 IELTS) or a different competition process approved by RBS for English language proficiency evaluation according to international standards;
- 3) Bachelor degree diploma and transcript;
- 4) CV
- 5) Passport copy;
- 6) Passport type photo;
- 7) Application fee payment proof (bank information can be found in the Application form)

**Deadlines for document submission:**

For Spring 2016: November 2, 2015

For Fall 2016: July 4, 2016

For Spring 2017: November 4, 2016

**Spring 2016 semester tuition fee at RBS:** 3340 EUR

**Fall 2017 semester tuition fee at RBS:** 3430 EUR

**Document after successfully completing a semester:** Certificate and ECTS (European Credit Transfer and Accumulation System) Transcript