MPH Application Form – instructions for applicants

Application forms need to be filled in English, attached documents may be in English or French (or have official English/French translations)

First, you need to register to MPH application tool – create an account. Only **ONE account/applicant can be accepted.**

Note that an ID number will be assigned to your application; keep it safely as it will be used during the application process.

Step 1: Please enter your personal details

Fill in the following fields: *Title, First name, Family name, Date of birth, Citizenship, Phone number (international format), E-mail, Address, Postcode and/or City, Country of residence, Password (these fields are mandatory).*
Your password must be at least 6 characters long.

Please note that your citizenship will impact your status
You have the possibility to correct or validate data entered.

After registration you will receive a registration confirmation e-mail (on the e-mail address that you entered) containing the information you have entered.
 We strongly advise you to keep this e-mail.

Step 2: Please upload all required documents

Once your account has been created, you are now able to upload the necessary documents. You may either upload all your documents in the same time, or do it piece by piece over several days/months, and by the latest 21st February 2016.

You may only submit your application when all of the necessary documents have been uploaded.
Please note that maximum file size is 2MB.
Supported files are pdf,rtf,doc,docx,gif,jpeg,jpg,png,zip.

MPH course application
You need to upload the following mandatory documents (you should scan original documents/translation in English):

☿ **Application Form***
(*download it from the MPH website, fill it in, name it appropriately i.e.: "mph_application_form_name_surname", then upload it*)

☿ **Reasons for applying and career plans***
☿ **Curriculum Vitae***
(we suggest using Europass CV, see template in English here :
http://europass.cedefop.europa.eu/en/documents/curriculum-
vitae/templatesinstructions)

☿ **A scanned copy of your last diploma in English***
☿ **Official transcripts and mark sheets in English***
(*if you have several documents for several semesters for instance, you should*
compile them into only one document size not exceeding 2 Mb)

☿ **Evidence of English proficiency***
(you should attach either:
- English-language test result as indicated on our website if your native language is
not English. You must provide the English test required (IELTS) or your application
will not be studied.
- personal statement/certifying letter if your native language is English. Only few
countries benefit from an exemption, you can find a list of it on the FAQ page).

☿ **First letter of recommendation***
☿ **Second letter of recommendation***
(or if not available, provide a letter explaining the reasons)

☿ **Copy of identity document***
(either passport or national Identity card)

Other document you want to communicate - 1
Other document you want to communicate - 2
Other document you want to communicate – 3
For instance, for the MPH course application you may attach as optional document:
- A third reference letter
- Another university degree

Do not forget about **SUBMITTING your application**: when you attach all mandatory
documents (and optional if needed) you need to click "**Submit**" button to finish your
application process. Only then your application will be considered by the Admissions
Committee.
If you face problems with filling in the form, uploading documents
or submitting your application, you should contact:
MPH Team at mph@ehesp.fr
Please in order to facilitate our communication, do not forget to allow access to your e-mail
address from e-mail incoming from mph@ehesp.fr
Do not send any documents on this email address

If you live in one of the following countries you must, in addition to your application on the MPH
website, use the online CEF procedure

Algeria, Argentina, Benin, Brazil, Burkina Faso, Cameroon, Comoros, Chile, China,
Colombia, Congo Brazzaville, South Korea, Cote d'Ivoire, USA, Gabon, Guinea, India,
Indonesia, Iran, Japan, Lebanon, Madagascar, Mali, Morocco, Mauritius, Mexico, Peru,
Russia, Senegal, Taiwan, Tunisia, Turkey, Vietnam.