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General guidelines for (Fall / Spring)

IGCSE

Please read all the requirements carefully from (A to D)

A. IGCSE Required Subjects:

Business & Finance - Required Subjects

The required subjects can be counted as follows:

- A total of **8 different OL subjects** - (Subjects must not be repeated)
- **English** is a mandatory subject. **Plus (7) additional OL subjects** approved by the Egyptian Ministry of Higher Education.
- Passing grade:
 - OL Subject: (C)
 - (AL or AS): (C)
- Subjects must be taken within **the last 3 years before joining the university**, (not Grade 9).
- IGCSE/GCSE (OL/AL) subjects should be from the **extended** system, not the **core** system.

B. NGU Required Documents (send the available ones for now):

Academic Required Documents

1	IGCSE/GCSE subjects
2	Proof of 12 years of schooling
3	Arabic & Religion Thanaweya exams.
4	<u>One recommendation letter</u> preferred from the applicant's teacher on the school letterhead: <ul style="list-style-type: none"> ➤ <u>Math or English teacher</u> for the school of Business & Finance

5	Statement of purpose: In 500 words the applicant should highlight the major achievements he/she has done so far and state reasons of his/her interest in the program applying for.
Non-Academic Required Documents	
1	Computerized birth certificate
2	Copy of Egyptian national ID (For Egyptian Only)
3	Copy of passport (optional for Egyptians and required for international applicants)
4	Personal photo
5	General medical certificate from recognized clinic.
6	Copy of the residency for Egyptian’s applicants <u>living abroad</u> Only (from Student & Parent).
7	Military Form 2 & Military Form 6 (For Egyptian Males Only).

C. Required Authenticated Documents (required upon provisional acceptance):

<u>IGCSE from Inside Egypt</u>	<u>IGCSE from Outside Egypt</u>
➤ Two recent original birth certificates (Computerized)	➤ Two recent original birth certificates (Computerized)
➤ <u>Official IGCSE certificates stamped from:</u> <ul style="list-style-type: none"> - British Council. (Golden Stamp) - The Ministry of Foreign Affairs in Egypt stamp. - ختم الإدارة العامة للامتحانات 	➤ <u>Official IGCSE certificates stamped from:</u> <ul style="list-style-type: none"> - British Council. (Golden Stamp) - The Ministry of Foreign Affairs in Egypt stamp.

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<p>➤ <u>Proof of 12 years of schooling stamped from:</u></p> <ul style="list-style-type: none"> - The Educational Zone. ختم الإدارة التعليمية التابع لها المدرسة - School Stamp. <p>➤ <u>11 years of schooling students should bring:</u></p> <p>افادة استيفاء شروط متطلبات التعليم ما قبل الجامعي من وزارة التربية والتعليم، ادارة التعليم الخاص.</p>	<p>➤ <u>Proof of 12 years of schooling stamped from:</u></p> <ul style="list-style-type: none"> - School Stamp. - Stamp of the Ministry of Education in the country of the school. - Stamp of the Egyptian embassy in the country of the school. - Stamp of the Ministry of Foreign affairs of the country of the school. - <u>OR</u> Stamp of the school country’s Embassy in Egypt <u>and</u> the Egyptian Ministry of Foreign Affairs. <p>➤ <u>11 years of schooling students should bring:</u></p> <p>افادة استيفاء شروط متطلبات التعليم ما قبل الجامعي من وزارة التربية والتعليم، ادارة التعليم الخاص.</p>
<p>➤ <u>Arabic & Religion exams stamped from:</u></p> <ul style="list-style-type: none"> - Stamp of الإدارة العامة للإمتحانات 	<p>➤ <u>Arabic & Religion exams stamped from:</u></p> <ul style="list-style-type: none"> - School Stamp. - Stamp of the Ministry of Education in the country of the school. - Stamp of the Egyptian embassy in the country of the school. - Stamp of the Ministry of Foreign affairs of the country of the school. - <u>OR</u> Stamp of the school country’s Embassy in Egypt <u>and</u> the Egyptian Ministry of Foreign Affairs.

D. English Proficiency Test Scores:				
<u>School of:</u>	IELTS Academic	<u>OR</u> TOEFL IBT	<u>OR</u> IGCSE English Grade	<u>OR</u> PTE
Business & Finance	6.0	60	English 1st/2nd Language grade equals: (A)	46

*The scores stated in this table are subject to changes that are approved by the University Council.

For Transfer cases:

- The applicant must submit the following documents for the equivalency process:
 - Previous university official original authenticated transcript.
 - Grading scale.
 - Previous university original course description/outline stamped from the university.
 - Final acceptance for the transferred courses will be based on the Supreme Council of Universities (SCU) decision (this process takes at least from 2 – 6 months)

Important Notes:

- If you have sent some of the required documents but still have missing ones, you must send the remaining ones to the admissions email.
- Original documents **must be submitted** upon acceptance and after payment of the first installment.
- **Arabic & Religion Thanaweya Amma Exams:** All Egyptian students, as well as non-Egyptian students from Arab countries whose mother tongue is Arabic, are required to take and pass the National Thanaweya Amma Arabic and Religion exams in accordance with the Ministry of Higher Education's regulations.

General guidelines for (Fall / Spring)

American Diploma

****Please read all the requirements carefully from (A to D)****

A. American Diploma Required Subjects at school:

Business & Finance - Required Subjects

The required subjects can be counted as follows:

- A total of **8 different subjects** (from grade 10, 11 & 12) - (Subjects must not be repeated)
- Each subject should be at least 1 credit hour.
- **English** Subject is a Must. **Plus (7)** other subjects from the list of subjects approved by the Egyptian Ministry for Higher Education).
- **Subject distribution:**
 - Minimum of 4 subjects from Grade 12.
 - Maximum of 4 subjects from Grade 11.
 - Maximum of 2 subjects from Grade 10.
- **SAT1/ACT1/EST1** is required.
- ACT2/EST2 (not mandatory but it increases the overall percentage).

B. NGU Required Documents (send the available ones for now):

Academic Required Documents

1	American Diploma transcript
2	Proof of 12 years of schooling
3	SAT/ACT/EST report + (username and password)
4	<ul style="list-style-type: none"> ➤ Accreditation letter (school outside Egypt) ➤ Or Efada Letter افادة التعليم الخاص باعتماد المدرسة (school inside Egypt)
5	Arabic & Religion Thanaweya exams

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6	<p><u>One recommendation letter</u> preferred from the applicant’s teacher on the school letterhead: ➤ <u>Math or English teacher</u> for the school of Business & Finance</p>
7	<p><u>Statement of purpose:</u> In 500 words the applicant should highlight the major achievements he/she has done so far and state reasons of his/her interest in the program applying for.</p>
<u>Non-Academic Required Documents</u>	
1	Computerized birth certificate
2	Copy of Egyptian national ID (For Egyptian Only)
3	Copy of passport (optional for Egyptians and required for international applicants)
4	Personal photo
5	General medical certificate from recognized clinic.
6	Copy of the residency for Egyptian’s applicants <u>living abroad</u> Only (from Student & Parent).
7	Military Form 2 & Military Form 6 (For Egyptian Males Only).

C. Required Authenticated Documents (required upon provisional acceptance):

<u>American Diploma from Inside Egypt</u>	<u>American Diploma from Outside Egypt</u>
➤ Two Recent original birth certificate (Computerized)	➤ Two Recent original birth certificate (Computerized)

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<p>➤ <u>Official Transcript/GPA Stamped from:</u></p> <ul style="list-style-type: none"> - School Stamp. - Accreditation Stamp ختم الاعتماد - Stamp of الإدارة العامة للامتحانات - If the student studied in different schools in grades (10, 11, or 12), he/she should bring a separate transcript for each grade stamped from الإدارة العامة للامتحانات. 	<p>➤ <u>Official Transcript/GPA Stamped from:</u></p> <ul style="list-style-type: none"> - School Stamp. - Accreditation Stamp ختم الاعتماد - Stamp of the Egyptian embassy in the country of the school <u>and</u> The Ministry of Foreign affairs of the country of the school. - If the student studied in different schools in grades (10, 11, or 12), he/she should bring a separate transcript for each grade stamped as the main transcript.
<p>➤ <u>Proof of 12 years of schooling stamped from:</u></p> <ul style="list-style-type: none"> - School Stamp. - Stamp of the Educational Zone. ختم الإدارة التعليمية التابع لها المدرسة 	<p>➤ <u>Proof of 12 years of schooling stamped from:</u></p> <ul style="list-style-type: none"> - School Stamp. - Stamp of the Ministry of Education in the country of the school. - Stamp of the Egyptian embassy in the country of the school. - Stamp of the Ministry of Foreign affairs of the country of the school. - <u>OR</u> Stamp of the school country's Embassy in Egypt <u>and</u> the Egyptian Ministry of Foreign Affairs.
<p>➤ <u>ACT1/EST1/SAT1 official report stamped by:</u></p> <ul style="list-style-type: none"> - ACT1/EST1 by الجهة المعتمده و الادارة العامة للامتحانات - SAT 1: Amideast silver stamp & الخارجيه المصرية <p>➤ <u>ACT2/EST2/SAT2 official report (if taken) stamped by:</u></p> <ul style="list-style-type: none"> - ACT2/EST2 by الجهة المعتمده و الادارة العامة للامتحانات - SAT2 by Amideast silver stamp & الخارجيه المصرية <p>Note: In case <u>ACT1 or 2 – SAT1 or 2</u> taken outside Egypt, the applicant must provide proof of legal residency in the country he took the tests in.</p>	<p>➤ <u>ACT1/EST1/SAT1 official report stamped by:</u></p> <ul style="list-style-type: none"> - ACT1/EST1 by الجهة المعتمده و الادارة العامة للامتحانات - SAT 1 by Amideast silver stamp & الخارجيه المصرية <p>➤ <u>ACT2/EST2/SAT2 official report (if taken) stamped by:</u></p> <ul style="list-style-type: none"> - ACT2/EST2 by الجهة المعتمده و الادارة العامة للامتحانات - SAT2 by Amideast silver stamp & الخارجيه المصرية <p>Note: In case <u>ACT1 or 2 – SAT1 or 2</u> taken outside Egypt, the applicant must provide proof of legal residency in the country he took the tests in.</p>

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<p>➤ افادة التعليم الخاص باعتماد المدرسه</p>	<p>➤ Amideast school accreditation letter stamped by Amideast silver stamp & الخارجية المصرية</p>
<p>➤ <u>Arabic & Religion exams stamped from:</u> - Stamp of الإدارة العامة للإمتحانات</p>	<p>➤ <u>Arabic & Religion exams stamped from:</u> - School Stamp. - Stamp of the Ministry of Education in the country of the school. - Stamp of the Egyptian embassy in the country of the school. - Stamp of the Ministry of Foreign affairs of the country of the school. - <u>OR</u> Stamp of the school country's Embassy in Egypt <u>and</u> the Egyptian Ministry of Foreign Affairs.</p>

D. English Proficiency Test Scores:				
<u>School of:</u>	IELTS Academic	<u>OR</u> TOEFL IBT	<u>OR</u> SAT1/ACT1/EST1 English Score	<u>OR</u> PTE
Business & Finance	6.0	60	500	46

*The scores stated in this table are subject to changes that are approved by the University Council.

<u>For Transfer cases:</u>
<p>➤ <u>The applicant must submit the following documents for the equivalency process:</u></p> <ul style="list-style-type: none"> - Previous university official original authenticated transcript. - Grading scale. - Previous university original course description/outline stamped from the university. - Final acceptance for the transferred courses will be based on the Supreme Council of Universities (SCU) decision (this process takes at least from 2 – 6 months)

Important Notes:

- If you have sent some of the required documents but still have missing ones, you must send the remaining ones to the admissions email.
- Original documents **must be submitted** upon acceptance and after payment of the first installment.
- **Arabic & Religion Thanaweya Amma Exams:** All Egyptian students, as well as non-Egyptian students from Arab countries whose mother tongue is Arabic, are required to take and pass the National Thanaweya Amma Arabic and Religion exams in accordance with the Ministry of Higher Education's regulations.

General guidelines for (Fall / Spring)

Abitur

****Please read all the requirements carefully from (A to D)****

A. Abitur Required Subjects:

Business & Finance - Required Subjects

The required subjects can be counted as follows:

- A total of **7 different subjects** – (Subjects must not be repeated)
- The maximum number of subjects to be calculated from Grade 10 is one (1), and it must be one of the qualifying subjects.
- **English** is a mandatory subject. **Plus (6)** additional subjects approved by the Egyptian Ministry of Higher Education.

B. NGU Required Documents (send the available ones for now):

Academic Required Documents

1	Abitur certificate + grading scale table
2	Proof of 12 years of schooling
3	Arabic & Religion Thanaweya exams
4	<p><u>One recommendation letter</u> preferred from the applicant’s teacher on the school letterhead:</p> <ul style="list-style-type: none"> ➤ <u>Math or English teacher</u> for the school of Business & Finance
5	<p><u>Statement of purpose:</u> In 500 words the applicant should highlight the major achievements he/she has done so far and state reasons of his/her interest in the program applying for.</p>

<u>Non-Academic Required Documents</u>	
1	Computerized birth certificate
2	Copy of Egyptian national ID (For Egyptian Only)
3	Copy of passport (optional for Egyptians and required for international applicants)
4	Personal photo
5	General medical certificate from recognized clinic.
6	Copy of the residency for Egyptian’s applicants <u>living abroad</u> Only (from Student & Parent).
7	Military Form 2 & Military Form 6 (For Egyptian Males Only).

C. Required Authenticated Documents (required upon provisional acceptance):

<u>Abitur from Inside Egypt</u>	<u>Abitur from Outside Egypt</u>
➤ Two Recent original birth certificate (Computerized)	➤ Two Recent original birth certificate (Computerized)
➤ <u>Official transcript stamped from:</u> <ul style="list-style-type: none"> - School Stamp. - Stamp of the educational authority that grants the certificate. - The German Embassy - Stamp of the Egyptian Ministry of Foreign Affairs - ختم الإدارة العامة للامتحانات 	<ul style="list-style-type: none"> - <u>Official transcript stamped from:</u> - School Stamp. - Stamp of the educational authority that grants the certificate. - The German Embassy - Stamp of the Egyptian embassy in the country of the school or the Egyptian Ministry of Foreign Affairs.

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<p>➤ <u>Proof of 12 years of schooling stamped from:</u></p> <ul style="list-style-type: none"> - School Stamp. - Stamp of the Educational Zone. ختم الإدارة التعليمية التابع لها المدرسة 	<p>➤ <u>Proof of 12 years of schooling stamped from:</u></p> <ul style="list-style-type: none"> - School Stamp. - Stamp of the Ministry of Education in the country of the school. - Stamp of the Egyptian embassy in the country of the school. - Stamp of the Ministry of Foreign affairs of the country of the school. - <u>OR</u> Stamp of the school country's Embassy in Egypt <u>and</u> the Egyptian Ministry of Foreign Affairs.
<p>➤ <u>Arabic & Religion exams stamped from:</u></p> <ul style="list-style-type: none"> - Stamp of الإدارة العامة للإمتحانات 	<p>➤ <u>Arabic & Religion exams stamped from:</u></p> <ul style="list-style-type: none"> - School Stamp. - Stamp of the Ministry of Education in the country of the school. - Stamp of the Egyptian embassy in the country of the school. - Stamp of the Ministry of Foreign affairs of the country of the school. - <u>OR</u> Stamp of the school country's Embassy in Egypt <u>and</u> the Egyptian Ministry of Foreign Affairs.

D. English Proficiency Test Scores:

<u>School of:</u>	IELTS Academic	<u>OR</u> TOEFL IBT	<u>OR</u> PTE
Business & Finance	6.0	60	46

*The scores stated in this table are subject to changes that are approved by the University Council.

For Transfer cases:

- The applicant must submit the following documents for the equivalency process:
 - Previous university official original authenticated transcript.
 - Grading scale.
 - Previous university original course description/outline stamped from the university.
 - Final acceptance for the transferred courses will be based on the Supreme Council of Universities (SCU) decision (this process takes at least from 2 – 6 months)

Important Notes:

- If you have sent some of the required documents but still have missing ones, you must send the remaining ones to the admissions email.
- Original documents **must be submitted** upon acceptance and after payment of the first installment.
- **Arabic & Religion Thanaweya Amma Exams:** All Egyptian students, as well as non-Egyptian students from Arab countries whose mother tongue is Arabic, are required to take and pass the National Thanaweya Amma Arabic and Religion exams in accordance with the Ministry of Higher Education's regulations.

General guidelines for (Fall / Spring)

French Bacallaureate

****Please read all the requirements carefully from (A to D)****

A. French Bacallaureate Required Subjects:

Business & Finance - Required Subjects

The required subjects can be counted as follows:

- A total of **7 different subjects** - (Subjects must not be repeated)
- Passing point is (10).
- French Oral & French Écrit are calculated as one subject.
- **English** Subject is a Must. **Plus (6) additional subjects** approved by the Egyptian Ministry of Higher Education.

B. NGU Required Documents (send the available ones for now):

Academic Required Documents

1	French Bac transcript
2	Proof of 12 years of schooling
3	Arabic & Religion Thanaweya exams
4	<p><u>One recommendation letter</u> preferred from the applicant’s teacher on the school letterhead:</p> <ul style="list-style-type: none"> ➤ <u>Math or English teacher</u> for the school of Business & Finance
5	<p><u>Statement of purpose:</u> In 500 words the applicant should highlight the major achievements he/she has done so far and state reasons of his/her interest in the program applying for.</p>

<u>Non-Academic Required Documents</u>	
1	Computerized birth certificate
2	Copy of Egyptian national ID (For Egyptian Only)
3	Copy of passport (optional for Egyptians and required for international applicants)
4	Personal photo
5	General medical certificate from recognized clinic.
6	Copy of the residency for Egyptian’s applicants <u>living abroad</u> Only (from Student & Parent).
7	Military Form 2 & Military Form 6 (For Egyptian Males Only).

C. Required Authenticated Documents (required upon provisional acceptance):

<u>French Baccalaureate from Inside Egypt</u>	<u>French Baccalaureate from Outside Egypt</u>
➤ Two Recent original birth certificate (Computerized)	➤ Two Recent original birth certificate (Computerized)
➤ Original Bac transcript	➤ Original Bac transcript
➤ <u>Copy of Bac transcript stamped from:</u> <ul style="list-style-type: none"> - School Stamp. - Stamp of the educational authority that grants the certificate. - Stamp of the French Embassy in Egypt. - Stamp of the Egyptian Ministry of Foreign Affairs - Stamp of الإدارة العامة للامتحانات 	➤ <u>Copy of Bac transcript stamped from:</u> <ul style="list-style-type: none"> - School Stamp. - Stamp of the educational authority that grants the certificate. - Stamp of the French Embassy. - Stamp of the Egyptian embassy in the country of the school or the Egyptian Ministry of Foreign Affairs.

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<p>➤ <u>Proof of 12 years of schooling stamped from:</u></p> <ul style="list-style-type: none"> - School Stamp. - Stamp of the Educational Zone. ختم الإدارة التعليمية التابع لها المدرسة 	<p>➤ <u>Proof of 12 years of schooling stamped from:</u></p> <ul style="list-style-type: none"> - School Stamp. - Stamp of the Ministry of Education in the country of the school. - Stamp of the Egyptian embassy in the country of the school. - Stamp of the Ministry of Foreign affairs of the country of the school. - <u>OR</u> Stamp of the school country's Embassy in Egypt <u>and</u> the Egyptian Ministry of Foreign Affairs.
<p>➤ <u>Arabic & Religion exams stamped from:</u></p> <ul style="list-style-type: none"> - Stamp of الإدارة العامة للإمتحانات 	<p>➤ <u>Arabic & Religion exams stamped from:</u></p> <ul style="list-style-type: none"> - School Stamp. - Stamp of the Ministry of Education in the country of the school. - Stamp of the Egyptian embassy in the country of the school. - Stamp of the Ministry of Foreign affairs of the country of the school. - <u>OR</u> Stamp of the school country's Embassy in Egypt <u>and</u> the Egyptian Ministry of Foreign Affairs.

D. English Proficiency Test Scores:

<u>School of:</u>	IELTS Academic	OR TOEFL IBT	OR PTE
Business & Finance	6.0	60	46

*The scores stated in this table are subject to changes that are approved by the University

For Transfer cases:

- The applicant must submit the following documents for the equivalency process:
- Previous university official original authenticated transcript.
 - Grading scale.
 - Previous university original course description/outline stamped from the university.
 - Final acceptance for the transferred courses will be based on the Supreme Council of Universities (SCU) decision (this process takes at least from 2 – 6 months)

Important Notes:

- If you have sent some of the required documents but still have missing ones, you must send the remaining ones to the admissions email.
- Original documents **must be submitted** upon acceptance and after payment of the first installment.
- **Arabic & Religion Thanaweya Amma Exams:** All Egyptian students, as well as non-Egyptian students from Arab countries whose mother tongue is Arabic, are required to take and pass the National Thanaweya Amma Arabic and Religion exams in accordance with the Ministry of Higher Education's regulations.

General guidelines for (Fall / Spring)

Canadian Diploma

****Please read all the requirements carefully from (A to D)****

A. Canadian Diploma Required Subjects:

Business & Finance - Required Subjects

The required subjects can be counted as follows:

- A total of **8 different subjects** (from grade 11 & 12) - (Subjects must not be repeated)
- Each subject should be at least 1 credit hour.
- **English** is a mandatory subject. **Plus (7) additional subjects** approved by the Egyptian Ministry of Higher Education.
- **Subject distribution:**
 - Minimum of **5** subjects from Grade 12.
 - Maximum of **3** subjects from Grade 11.

**B. NGU Required Documents
(send the available ones for now):**

Academic Required Documents

1	Canadian Diploma & Transcript
2	Proof of 12 years of schooling
3	Arabic & Religion Thanaweya exams
4	<p><u>One recommendation letter</u> preferred from the applicant’s teacher on the school letterhead:</p> <ul style="list-style-type: none"> ➤ <u>Math or English teacher</u> for the school of Business & Finance
5	<p><u>Statement of purpose:</u> In 500 words the applicant should highlight the major achievements he/she has done so far and state reasons of his/her interest in the program applying for.</p>

<u>Non-Academic Required Documents</u>	
1	Computerized birth certificate
2	Copy of Egyptian national ID (For Egyptian Only)
3	Copy of passport (optional for Egyptians and required for international applicants)
4	Personal photo
5	General medical certificate from recognized clinic.
6	Copy of the residency for Egyptian’s applicants <u>living abroad</u> Only (from Student & Parent).
7	Military Form 2 & Military Form 6 (For Egyptian Males Only).

C. Required Authenticated Documents (requested upon provisional acceptance):

<u>Canadian Diploma from Inside Egypt</u>	<u>Canadian Diploma from Outside Egypt</u>
➤ Two Recent original birth certificate (Computerized)	➤ Two Recent original birth certificate (Computerized)
➤ <u>Official Diploma & Transcript Stamped from:</u> <ul style="list-style-type: none"> - School Stamp. - Accreditation Stamp ختم الاعتماد - Stamp of الإدارة العامة للامتحانات ختم الإدارة العامة للامتحانات - Canadian Embassy in Cairo, and Egyptian Ministry of Foreign Affairs. - ختم ادارة البعثات 	➤ <u>Official Diploma & Transcript Stamped from:</u> <ul style="list-style-type: none"> - School Stamp. - Accreditation Stamp ختم الاعتماد - Stamp of the Ministry of Foreign Affairs in Canada, and Egyptian Embassy in Canada. - ختم ادارة البعثات

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<p>➤ <u>Proof of 12 years of schooling stamped from:</u></p> <ul style="list-style-type: none"> - School Stamp. - Stamp of the Educational Zone. ختم الإدارة التعليمية التابع لها المدرسة 	<p>➤ <u>Proof of 12 years of schooling stamped from:</u></p> <ul style="list-style-type: none"> - School Stamp. - Stamp of the Ministry of Education in the country of the school. - Stamp of the Egyptian embassy in the country of the school. - Stamp of the Ministry of Foreign affairs of the country of the school. - <u>OR</u> Stamp of the school country's Embassy in Egypt <u>and</u> the Egyptian Ministry of Foreign Affairs.
<p>➤ <u>Arabic & Religion exams stamped from:</u></p> <ul style="list-style-type: none"> - Stamp of الإدارة العامة للإمتحانات 	<p>➤ <u>Arabic & Religion exams stamped from:</u></p> <ul style="list-style-type: none"> - School Stamp. - Stamp of the Ministry of Education in the country of the school. - Stamp of the Egyptian embassy in the country of the school. - Stamp of the Ministry of Foreign affairs of the country of the school. - <u>OR</u> Stamp of the school country's Embassy in Egypt <u>and</u> the Egyptian Ministry of Foreign Affairs.

D. English Proficiency Test Scores:

<u>School of:</u>	IELTS Academic	<u>OR</u> TOEFL IBT	<u>OR</u> PTE
Business & Finance	6.0	60	46

*The scores stated in this table are subject to changes that are approved by the University

For Transfer cases:

- The applicant must submit the following documents for the equivalency process:
- Previous university official original authenticated transcript.
 - Grading scale.
 - Previous university original course description/outline stamped from the university.
 - Final acceptance for the transferred courses will be based on the Supreme Council of Universities (SCU) decision (this process takes at least from 2 – 6 months)

Important Notes:

- If you have sent some of the required documents but still have missing ones, you must send the remaining ones to the admissions email.
- Original documents **must be submitted** upon acceptance and after payment of the first installment.
- **Arabic & Religion Thanaweya Amma Exams:** All Egyptian students, as well as non-Egyptian students from Arab countries whose mother tongue is Arabic, are required to take and pass the National Thanaweya Amma Arabic and Religion exams in accordance with the Ministry of Higher Education's regulations.

General guidelines for (Fall / Spring)

International Baccalaureate Diploma

****Please read all the requirements carefully from (A to E)****

A. IB Required Subjects:

Business & Finance - Required Subjects

The required subjects can be counted as follows:

- A total of **6 different subjects** (subjects must not be repeated).
- **3 subjects at the Higher Level** and **3 subjects at the Standard Level**.
- **Theory of Knowledge (TOK)** and **Extended Essay (EE)** are mandatory.
- **English is mandatory**, with additional subjects approved by the Egyptian Ministry of Higher Education.
- Passing grade with minimum **points 24** (درجة النجاح بالشهادة 24 مع الأخذ في الاعتبار الحد الأدنى المحدد من (الوزارة سنويا).

B. NGU Required Documents (send the available ones for now):

Academic Required Documents

1	IB Transcript and IB Diploma
2	Proof of 12 years of schooling
3	Arabic & Religion Thanaweya exams
4	<p><u>One recommendation letter</u> preferred from the applicant's teacher on the school letterhead:</p> <ul style="list-style-type: none"> ➤ <u>Math or English teacher</u> for the school of Business & Finance
5	<p><u>Statement of purpose:</u> In 500 words the applicant should highlight the major achievements he/she has done so far and state reasons of his/her interest in the program applying for.</p>

<u>Non-Academic Required Documents</u>	
1	Computerized birth certificate
2	Copy of Egyptian national ID (For Egyptian Only)
3	Copy of passport (optional for Egyptians and required for international applicants)
4	Personal photo
5	General medical certificate from recognized clinic.
6	Copy of the residency for Egyptian’s applicants <u>living abroad</u> Only (from Student & Parent).
7	Military Form 2 & Military Form 6 (For Egyptian Males Only).

C. Required Authenticated Documents (required upon provisional acceptance):

<u>IB from Inside Egypt</u>	<u>IB From Outside Egypt</u>
➤ Two Recent original birth certificate (Computerized)	➤ Two Recent original birth certificate (Computerized)
➤ <u>Official IB Transcript and Official IB Diploma Stamped from:</u> <ul style="list-style-type: none"> - IB Silver Stamp. - The educational authority that grants the certificate in Switzerland- Genève. - The Egyptian Embassy in Switzerland Stamp. - Stamp of الإدارة العامة للامتحانات 	➤ <u>Official IB Transcript and Official IB Diploma Stamped from:</u> <ul style="list-style-type: none"> - IB Silver Stamp. - The educational authority that grants the certificate in Switzerland- Genève. - The Egyptian Embassy in Switzerland Stamp.

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<p>➤ <u>Proof of 12 years of schooling stamped from:</u></p> <ul style="list-style-type: none"> - School Stamp. - The Educational Zone. ختم الإدارة التعليمية التابع لها المدرسة 	<p>➤ <u>Proof of 12 years of schooling stamped from:</u></p> <ul style="list-style-type: none"> - School Stamp. - Stamp of the Ministry of Education in the country of the school. - Stamp of the Egyptian embassy in the country of the school. - Stamp of the Ministry of Foreign affairs of the country of the school. - <u>OR</u> Stamp of the school country's Embassy in Egypt <u>and</u> the Egyptian Ministry of Foreign Affairs.
<p>➤ <u>Arabic & Religion exams stamped from:</u></p> <ul style="list-style-type: none"> - Stamp of الإدارة العامة للامتحانات ختم النسر 	<p>➤ <u>Arabic & Religion exams stamped from:</u></p> <ul style="list-style-type: none"> - School Stamp. - Stamp of the Ministry of Education in the country of the school. - Stamp of the Egyptian embassy in the country of the school. - Stamp of the Ministry of Foreign affairs of the country of the school. - <u>OR</u> Stamp of the school country's Embassy in Egypt <u>and</u> the Egyptian Ministry of Foreign Affairs.

D. IB Grading Scale:

<u>Points earned by the student</u>	<u>Percentage</u>
Maximum Points 45	99.95%
44	99.90%
43	99.80%
42	99.70%
41	99.45%
40	99.15%
39	98.70%
38	98.15%

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37	97.40%
36	96.55%
35	95.55%
34	94.45%
33	93.15%
32	91.80%
31	90.25%
30	88.55%
29	86.65%
28	84.70%
27	82.55%
26	80.40%
25	78.10%
Minimum 24	75.70%

E. English Proficiency Test Scores:				
School of:	IELTS Academic	<u>OR</u> TOEFL IBT	<u>OR</u> IB English Grade	<u>OR</u> PTE
Business & Finance	6.0	60	4	46

*The scores stated in this table are subject to changes that are approved by the University Council.

For Transfer cases:

- The applicant must submit the following documents for the equivalency process:
 - Previous university official original authenticated transcript.
 - Grading scale.
 - Previous university original course description/outline stamped from the university.
 - Final acceptance for the transferred courses will be based on the Supreme Council of Universities (SCU) decision (this process takes at least from 2 – 6 months)

Important Notes:

- If you have sent some of the required documents but still have missing ones, you must send the remaining ones to the admissions email.
- Original documents **must be submitted** upon acceptance and after payment of the first installment.
- **Arabic & Religion Thanaweya Amma Exams:** All Egyptian students, as well as non-Egyptian students from Arab countries whose mother tongue is Arabic, are required to take and pass the National Thanaweya Amma Arabic and Religion exams in accordance with the Ministry of Higher Education's regulations.

General guidelines for (Fall / Spring)

Thanaweya Amma (National) / Arab Certificates

****Please read all the requirements carefully from (A to C)****

A. Thanaweya Amma (National) and Arab Certificates Required Documents (required upon provisional acceptance):

<u>Thanaweya Amma (National)</u>	<ul style="list-style-type: none"> • <u>Original Thanaweya Amma Certificate should be stamped by:</u> <ul style="list-style-type: none"> - Stamp of educational zone. الإدارة التعليمية التابع لها المدرسة
<u>Saudi Arabia Certificate</u>	<ul style="list-style-type: none"> • <u>Original Thanaweya Amma Certificate should be stamped by:</u> <ul style="list-style-type: none"> - The Egyptian Embassy of the certificate's country. - The Ministry of Foreign Affairs of the certificate's country. • Qudorat exam results + username and password of Qudorat exam مركز القياس الوطني
<u>Kuwaiti Certificate</u>	<ul style="list-style-type: none"> • <u>Original Thanaweya Amma Certificate should be stamped by:</u> <ul style="list-style-type: none"> - The Egyptian Embassy of the certificate's country. - The Ministry of Foreign Affairs of the certificate's country. - Educational Zone الإدارة العامة للامتحانات الخاصة بدولة الكويت فقط
<u>Yemeni Certificate</u>	<ul style="list-style-type: none"> • Must submit grade 9 (الإعدادية اليمينية) plus transcript of grade 10, 11 and 12. • <u>Original Certificates (Grade 9,10,11 and 12) should be stamped by:</u> <ul style="list-style-type: none"> - The Egyptian Embassy of the certificate's country. - The Ministry of Foreign Affairs of the certificate's country. - Educational Zone of the certificate's country.
<p>***Other Arab certificates*** (Will be evaluated at the Admissions Office in accordance to the regulations set by the Supreme Council of Universities)</p>	

B. NGU Required Documents (send the available ones for now):

<u>Academic Required Documents</u>	
1	Thanaweya Amma certificate
2	<p><u>One recommendation letter</u> preferred from the applicant’s teacher on the school letterhead:</p> <ul style="list-style-type: none"> ➤ <u>Math or English teacher</u> for the school of Business & Finance
3	<p><u>Statement of purpose:</u> In 500 words the applicant should highlight the major achievements he/she has done so far and state reasons of his/her interest in the program applying for.</p>
<u>Non-Academic Required Documents</u>	
1	Computerized birth certificate
2	Copy of Egyptian national ID (For Egyptian Only)
3	Copy of passport (optional for Egyptians and required for international applicants)
4	Personal photo
5	General medical certificate from recognized clinic.
6	Copy of the residency for Egyptian’s applicants <u>living abroad</u> Only (from Student & Parent).
7	Military Form 2 & Military Form 6 (For Egyptian Males Only).



D. English Proficiency Test Scores:			
School of:	IELTS Academic	<u>OR</u> TOEFL IBT	<u>OR</u> PTE
Business & Finance	6.0	60	46

*The scores stated in this table are subject to changes that are approved by the University Council.

For Transfer cases:

- The applicant must submit the following documents for the equivalency process:
 - Previous university official original authenticated transcript.
 - Grading scale.
 - Previous university original course description/outline stamped from the university.
 - Final acceptance for the transferred courses will be based on the Supreme Council of Universities (SCU) decision (this process takes at least from 2 – 6 months)

Important Notes:

- In case you sent some of the documents above and still have missing documents, kindly note that you must send the remaining ones on the admissions email.
- You must submit the original documents once you receive the acceptance and after paying the 1st installment.

General guidelines for (Fall / Spring)

Nile certificate (CNISE)

****Please read all the requirements carefully from (A to D)****

A. Nile certificate (CNISE) Required Subjects:

Business & Finance - Required Subjects:

The required subjects can be counted as follows:

- 7 L1 subjects including (Arabic) + (English + Math)
- Minimum accepted Grade is (E).

B. NGU Required Documents (send the available ones for now):

Academic Required Documents

1	Nile Certificate required subjects
2	<ul style="list-style-type: none"> ➤ Proof of 12 years of schooling or 11 years of schooling students should bring افادة استيفاء شروط متطلبات التعليم ما قبل الجامعي
3	Arabic & Religion Thanaweya exams
4	<u>One recommendation letter</u> preferred from the applicant's teacher on the school letterhead: <ul style="list-style-type: none"> ➤ <u>Math or English teacher</u> for the school of Business & Finance
5	<u>Statement of purpose:</u> In 500 words the applicant should highlight the major achievements he/she has done so far and state reasons of his/her interest in the program applying for.

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<u>Non-Academic Required Documents</u>	
1	Computerized birth certificate
2	Copy of Egyptian national ID (For Egyptian Only)
3	Copy of passport (optional for Egyptians and required for international applicants)
4	Personal photo
5	General medical certificate from recognized clinic.
6	Copy of the residency for Egyptian's applicants <u>living abroad</u> Only (from Student & Parent).
7	Military Form 2 & Military Form 6 (For Egyptian Males Only).

**C. Required Authenticated Documents
(required upon provisional acceptance):**

- Two Recent original birth certificate (Computerized)
- CNISE subjects stamped from:
 - Nile International Education System.
 - ختم الإدارة العامة للامتحانات
- Proof of 12 years of schooling stamped from:
 - The Educational Zone. ختم الإدارة التعليمية التابع لها المدرسة.
 - School Stamp.
- 11 years of schooling students should bring:
 - افادة استيفاء شروط متطلبات التعليم ما قبل الجامعي
- Arabic & Religion Thanaweya exams

D. English Proficiency Test Scores:			
School of:	IELTS Academic	OR TOEFL IBT	OR PTE
Business & Finance	6.0	60	46

*The scores stated in this table are subject to changes that are approved by the University Council.

For Transfer cases:

- The applicant must submit the following documents for the equivalency process:
 - Previous university official original authenticated transcript.
 - Grading scale.
 - Previous university original course description/outline stamped from the university.
 - Final acceptance for the transferred courses will be based on the Supreme Council of Universities (SCU) decision (this process takes at least from 2 – 6 months)

Important Notes:

- If you have sent some of the required documents but still have missing ones, you must send the remaining ones to the admissions email.
- Original documents **must be submitted** upon acceptance and after payment of the first installment.
- **Arabic & Religion Thanaweya Amma Exams:** All Egyptian students, as well as non-Egyptian students from Arab countries whose mother tongue is Arabic, are required to take and pass the National Thanaweya Amma Arabic and Religion exams in accordance with the Ministry of Higher Education's regulations.