



E-mail - Request Ad Com for Interview on Campus

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(All our students will have access to this material)

Intro

Dear members of the Admission Office,

Presentation

My name is XX, and I am a Brazilian applicant to XX School of Management. A couple of weeks ago, XXX and XXX emailed me to inform that my alumni interview was waived. Despite my effort to ease my schedule to be interviewed in Sao Paulo or Rio de Janeiro, they explained there was no alumnus available to see me.

Development

Last weekend, I met with XX, currently a XXX student. He shared his MBA experience, telling me about courses he is attending, the school's environment, and the opportunities he is enjoying. As I see SCHOOL X not only as a great MBA school but also as a unique lifetime experience, I became even more motivated to try again to make an additional effort to strengthen my candidacy to join SCHOOL X.

OR

I am traveling to CITYNAME in the first week of MONTH exclusively to visit SCHOOL X campus. I understand that there is a process regarding the analysis of my application and interviews will be conducted by invitation, but it would be a unique opportunity for me to have contact with you. If there is any possibility of an appointment, I am available for the date you may schedule.

Action

I am willing to fly to CITYNAME for an on-campus interview. Is it possible to schedule it? What is the procedure? If you could give me a few days when this opportunity is available, I would appreciate it deeply. I will fit my schedule into one of those time slots and promptly get myself a plane ticket.

Closing

I am looking forward to hearing from you. Thank you.

XXX