

Appendix B – Executive MBA Admission Process: Interview Rubric

Name of interviewee:

Date:

Name of interviewer:

NB: the interviews will be conducted by the EMBA Convenor and one other academic teaching in the program.

	Admission Recommended	Admission Recommended, with Reservations	Admission not recommended
Evidence of high-quality oral communication skills	Candidate communicates their point of view clearly and appropriately for the context of the interview, giving interviewers a clear sense of themselves and their ambitions.	Candidate communicates their point of view reasonably clearly and appropriately for the context of the interview, giving interviewers some sense of themselves and their ambitions.	Candidate fails to communicate their point of view clearly and appropriately for the context of the interview and fails to convey a sense of themselves and their ambitions to the interviewers.
Evidence of interest in and enthusiasm for learning, especially collaborating with others	Candidate expresses a keen desire to engage with lecturers, fellow students and employees within their organisation to work in teams, share ideas and work on assignments.	Candidate expresses some desire to engage with lecturers, fellow students and employees within their organisation to work in teams, share ideas and work on assignments.	Candidate expresses limited desire to engage with lecturers, fellow students and employees within their organisation to work in teams, share ideas and work on assignments.
Evidence of a desire to engage wholeheartedly in professional learning within and beyond the classroom/EMBA	Candidate clearly demonstrates an understanding of their current knowledge of the business environment, their sector and an enthusiasm for learning beyond the classroom.	Candidate demonstrates some understanding of their current knowledge of their current knowledge of the business environment, their sector and an enthusiasm for learning beyond the classroom.	Candidate demonstrates little understanding of their current knowledge of their current knowledge of the business environment, their sector and an enthusiasm for learning beyond the classroom.
Evidence of capacity to respond to the scenario provided in an appropriate, relevant and thoughtful manner	Candidate's response is highly engaging and clear, demonstrating a capacity for thoughtful reflection.	Candidate's response is generally satisfactory, demonstrating some understanding, and some capacity for thoughtful reflection.	Candidate's response demonstrates little understanding and limited capacity for thoughtful reflection.

Appendix B – Executive MBA Admission Process: Writing Task Rubric

	Admission Recommended	Admission Recommended, with Reservations	Admission not recommended
Evidence of high-quality written communication skills	Writing task is lucid, succinct and error-free, clearly indicating the candidate's desire to undertake the EMBA with the intention to further their career, while improving aspects of their own organisation.	Writing task is reasonably lucid, succinct and error-free, and draws some links between the candidate's desire to undertake the EMBA with the intention to further their career, while improving aspects of their own organisation.	Writing task contains many and/or significant errors, and the candidate fails to communicate a cogent reason for their decision to apply for the EMBA.
Evidence of thoughtful reflection on their decision to undertake the EMBA in intensive mode	Candidate demonstrates clear evidence that their decision to study the EMBA is based on the recognition that the program is intensive and is likely to require an element of disadvantage in terms of leisure, family time etc.	Candidate demonstrates some evidence that their decision to study the EMBA is based on the recognition that the program is intensive and is likely to require an element of disadvantage in terms of leisure, family time etc.	Candidate demonstrates little evidence that their decision to study the EMBA is based on the recognition that the program is intensive and is likely to require an element of disadvantage in terms of leisure, family time etc.
Evidence of willingness to engage in self-reflection throughout the program	Candidate demonstrates a clear understanding of the need for self-reflection to gain improved self-knowledge leading to stronger management of self and management and leadership of others.	Candidate demonstrates some understanding of the need for self-reflection to gain improved self-knowledge leading to stronger management of self and management and leadership of others.	Candidate demonstrates little understanding of the need for self-reflection to gain improved self-knowledge leading to stronger management of self and management and leadership of others.

Any other comments: