

# MBA 27D PRE-PROGRAMME CHECKLIST

Check	Item	Comments	Due date	Action
	Create your INSEAD email address	This is the first step to gain access to INSEAD's authenticated platforms	As soon as possible	<a href="#">Click here</a>
	Explore the Journey Page and MS Teams Channel	Use your INSEAD email and password to login. <b>Journey page:</b> Contains key information to help you get started. <b>MS Teams Channel:</b> Includes important upcoming events, onboarding updates; and connect with future classmates. Please download the app and enable notifications.	As soon as possible	<a href="#">Journey Page</a> <a href="#">Teams Group</a>
	Discuss with the Financial Aid team if help is needed		As soon as possible	<a href="#">Please contact: marierose.ng@insead.edu</a>
	Secure your place on the programme and complete your enrolment form		Within a month of admission	<a href="#">Click here</a>
	Send your official transcripts (soft or hard copies)	Soft copies must be sent by your school to your Admissions Officer, while you submit the hard copies yourself.	Before the start of the programme	INSEAD Europe campus: Boulevard de Constance, 77300 Fontainebleau, France <b>Or</b> INSEAD Asia campus address: 1 Ayer Rajah Avenue, Singapore 138676
	Register to the Business Foundations Module (or another Business mathematics course)	If required.	Before the start of the programme	Registration link will be shared closer to the programme. Please refer to your acceptance letter and contact your Admissions Officer
	Admissions Committee specific English requirement	If you were required or recommended to improve your English level	Before the start of the programme	Please refer to your acceptance letter and contact your Admissions Officer
	Secure travel and housing arrangements	For French visas you will need to submit both proofs to your requests (transport and housing)  Make sure to add your partner on your housing contract	Before the start of the programme	For FBL <a href="#">click here</a> For SGP <a href="#">click here</a>
	Start the French student visa process	If you are a Fontainebleau Starter only	Early October	Refer to the email sent to your INSEAD email address from: <a href="mailto:visas.fb@insead.edu">visas.fb@insead.edu</a>
	Start the Singapore student visa process	If you are a Singapore Starter only	Within 1.5 months from the start of programme	Refer to the email sent by your Class Officer to your INSEAD email address from: <a href="mailto:dclassofficers@insead.edu">dclassofficers@insead.edu</a>
	Read your Medical Coverage	2 weeks prior to the programme starting, you will receive your AON individual policy. To purchase the same medical coverage for your partner, please contact Mr. Antonisse at <a href="mailto:Frank.Antonisse@aon.nl">Frank.Antonisse@aon.nl</a> OR <a href="mailto:insead.support@aonstudentinsurance.com">insead.support@aonstudentinsurance.com</a>	Before the start of the programme	You can check your <a href="#">journey page</a> for more information
	Students Accessibility	Students requiring accessibility support should review the guidelines and complete the accessibility survey at least one month before the programme starts.	1 month before the programme	<a href="#">Click here to view the Disability Guidelines.</a> <a href="#">Click here for the Accessibility Survey.</a>
	Register your partner	If you are accompanied by a partner	Before the start of the programme	Student life will reach out to you as soon as you register your partner (via your pre-MBA newsletter)
	Meet language requirements	If 2nd language is required	Before the start of the programme	Please <a href="#">click here</a> to check our language policy
	Pay your second installment		R1-2: 5 October 2026 R3-4: 4 December 2026	<a href="#">Click here</a> (go to "Class of 27D > Transferrate - click here to pay")