PhD & DBA

Cooperation between Newcastle Business School (Northumbria University) and ISM
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ISM and Newcastle Business School (NBS; Northumbria University) have developed a cooperation, which allows ISM graduates and other graduates to apply for a PhD or a DBA program in the Faculty of Business and Law. According to the Kultusministerkonferenz it is presently possible to bear the German “Dr.” if you have been awarded a doctoral degree as a result of a scientific doctoral examination procedure in an EU or EEA member state.

- A preselection for the program is made by ISM, final admission will depend on NBS. The supervision will be done jointly by NBS (1st supervisor) and ISM (2nd supervisor). A maximum of 3 candidates can join the program every year.

- Delivery of the programs take place according to Northumbria University’s Regulations & Code of Practice for postgraduate research programs.

- Administrative support for ISM candidates will be provided by ISM.
NEWCASTLE BUSINESS SCHOOL

- Newcastle Business School is based in Newcastle upon Tyne, has a strong international focus, and is one of four faculties within Northumbria University.
- About 5,500 students are enrolled at the university.
- Newcastle Business School has an excellent reputation for business management education and is AACSB accredited.
- The school’s research focuses primarily on interdisciplinary themes with a strong emphasis on practical application.
- Its postgraduate research covers the following subject areas:

  - ACCOUNTING & FINANCIAL MANAGEMENT
  - MARKETING TRAVEL & TOURISM MANAGEMENT
  - ORGANISATION & HUMAN RESOURCE MANAGEMENT
  - STRATEGIC MANAGEMENT & INTERNATIONAL BUSINESS
  - BUSINESS ANALYSIS SYSTEMS & SUPPLY CHAIN MANAGEMENT
PhD AND DBA PROGRAMS

• **Doctor of Philosophy (PhD)**
  - Research on doctoral level in a chosen field of study
  - Standard duration: 3 years full-time, 5 years part-time

• **Doctor of Business Administration (DBA)**
  - Clear focus on developing and improving professional practice
  - Standard duration: 2 years full-time, 3 years part-time
ADMISSION CRITERIA

All applicants should fulfill the following criteria:

• Minimum GPA: 2.0 (German grading system)
• Proof of English language proficiency: IELTS 6.5 (with no sub-score/component below 6.0) or TOEFL IBT score of 89 or above (including a minimum 18 in reading, 17 in listening, 20 in speaking and 17 in writing)
• A research proposal at an appropriate level for doctoral study, which can be supervised by both NBS and ISM research staff

Applicants for the PhD program additionally should hold...:

• an upper second class honors degree (UK) or equivalent, or a masters degree in a relevant discipline.

Applicants for the DBA program additionally should...:

• hold a masters qualification in a business and management related area (or exceptionally an equivalent qualification with substantial work experience in a business and management discipline), which includes a substantive study of the field, personal and professional development and research training resulting in a research dissertation. The research training and research element must equate to a minimum of 60 credits (30 ECTS).
• have a minimum of 3 years’ experience of business and management practice in line with the university professional doctorate framework and/or evidence of appropriate continuous professional development.
REQUIREMENTS

1. Advanced Business Research module (30 credits/ 15 ECTS)
   • Compulsory for DBA / strongly recommended for PhD students

2. Project Approval (PA):
   • Obligatory attendance at the introduction provided by the NBS Academic School (within the first month) and the NBS Graduate School (within the first 3 months)
   • PhD: The student is required to prepare an outline of the proposed research program, including the aims and objectives of research, research questions, research methods, and timeline of the research project (approx. 2000 words) – to be completed within 3 months for full-time and 5 months for part-time.
   • DBA: Submission of the taught module assignment (PA-equivalent, approx. 4,000 words, to be submitted in January)
3. Annual Progression:

The school is required to ensure that, on an annual basis, each student satisfies the university’s criteria of progression in order to continue with the next program year. These criteria are:

• The student conducted his/her project satisfactorily till that date and all ethical considerations have been addressed;
• The student’s project shows timely progress till that date and the program can be satisfactorily be completed within the time available;
• The student’s project meets the level required for the award;
• The student’s project is likely to lead to a contribution to knowledge or understanding;
• The generic skills training and supporting study program as specified at the project approval stage is ongoing/has been completed satisfactorily till that date.
3. Annual Progression (continued):

Annual Progression Presentation:

- Full-time PhD candidates have to present their annual progression after the first 12 months.
- Part-time PhD candidates have to present their annual progression after the first 12 months and the first 24 months.
  - The presentation have to be held in front of two independent academics (the ‘Panel’), who are not part of the formal supervisory team.
- All subsequent annual progression check-ups are to be conducted in the form of a formal interview executed by the ‘Panel’.
- The Principal Supervisor will attend the annual progression presentation/interview.

Documentation or material to be submitted by the student to substantiate work completed in the year:

- a reflective statement of 1,500 words on progress from the previous to current progress/monitoring point,
- an agreed (part) chapter of the thesis,
- an updated PGR DP,
- a plan of deliverables for the next year, including a plan for disseminating the research,
- a statement, confirming that all ethical considerations have been addressed.

* For further details please refer to Northumbria University’s Guidelines for Postgraduate Degree Annual Progression
4. ISM PhD Colloquium (10 ECTS) *(mandatory)*
   - 3 Modules: Theory, Empiricism, Key Topic Work
   - Workload: ~15 contact hours, ~45 hours for preparation and conclusion of the seminar week, ~15 hours for follow up of the courses; evaluation and reading of continuative papers, ~125 hours for preparation of the seminar work
   - offered at ISM Dortmund in the first quarter each year

5. Student viva
   - The PhD and DBA program will both be concluded with a student viva.
TIMEFRAME PhD – FULL-TIME (3 YEARS)

<table>
<thead>
<tr>
<th>1. Year</th>
<th>2. Year</th>
<th>3. Year</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Research proposal / Research</strong></td>
<td><strong>Research</strong></td>
<td><strong>Research, submission of thesis, student viva</strong></td>
</tr>
<tr>
<td>Confirmation of research degree program (At 3 months)</td>
<td>Dissemination of research (At agreed date)</td>
<td>Dissemination of research (At agreed date)</td>
</tr>
<tr>
<td>• Submission of detailed research proposal.</td>
<td>• Presentation at NBS doctoral or agreed alternative conference.</td>
<td>• Presentation at NBS doctoral or agreed alternative conference.</td>
</tr>
<tr>
<td>• Research stage of the program confirmed.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Dissemination of research (At agreed date)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Presentation at NBS doctoral or agreed alternative conference.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Annual Progression Presentation (Submission 10. month, Review 12. month)</strong></td>
<td></td>
<td>Submission (At 36 months)</td>
</tr>
<tr>
<td>• Literature review and gap analysis, plan for data gathering and analysis.</td>
<td></td>
<td>• Submission, mock viva and student viva.</td>
</tr>
<tr>
<td>• Annual progression review.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
TIMEFRAME PhD – PART-TIME (5 YEARS)

1. Year
Research proposal / Research

- Confirmation of research degree program
  (At 5 months)
  - Submission of detailed research proposal.
  - Research stage of the program confirmed.

- Dissemination of research
  (At agreed date)
  - Presentation at NBS doctoral or agreed alternative conference.

- Annual Progression Presentation
  (Submission 10. month, Review 12. month)
  - Literature review and gap analysis, plan for data gathering and analysis.
  - Annual progression review.

2. Year
Research

- Dissemination of research
  (At agreed date)
  - Presentation at NBS doctoral or agreed alternative conference.

- Annual Progression Presentation
  (Submission 22. month, Review 24. month)
  - Continue literature review and gap analysis. Plan for data gathering and analysis.
  - Confirmation that all ethical considerations have been addressed
  - Annual progression review

3. Year
Research, submission of thesis, student viva

- Dissemination of research
  (At agreed date)
  - Presentation at NBS doctoral or agreed alternative conference

- Annual Progression Meeting
  (Submission 34. month, Review 36. month)
  - Continue literature review, progressed data collection and analysis, write up of research methodology chapter.
  - Annual progression review
TIMEFRAME PhD – PART-TIME (5 YEARS)

4. Year Research

Dissemination of research
(At agreed date)
- Presentation at NBS doctoral or agreed alternative conference.

Annual Progression Meeting
(Submission 46. month, Review 48. month)
- Continue literature review and data analysis, begin write up.
- Produce detailed write up plan.
- Annual progression review.

5. Year Research, Submission of thesis, viva voce

Dissemination of research
(At agreed date)
- Presentation at NBS doctoral or agreed alternative conference.

Submission
(At 60 months)
- Submission, mock viva and student viva.
TIMEFRAME DBA – FULL-TIME (2 YEARS)

1. Year
Research proposal / Research

Assignment
(At 4 months)
• Submission of assignment.
• Progression to research stage of the program confirmed by Program Awards Board (PAB) and Head of School Acceptance.

Dissemination of research
(At agreed date)
• Presentation at NBS doctoral or agreed alternative conference.

➢ Taught component – Advanced Business Research

2. Year
Research

Annual Progression Meeting
(Submission 16. month, Review 18. month)
• Literature review and gap analysis.
• Completion of pilot study.
• Plan for field work completion and write up.
• Annual progression review.

Dissemination of research
(At agreed date)
• Presentation at NBS doctoral or agreed alternative conference.

Submission
(At 24 months)
• Submission, mock viva and viva.
TIMEFRAME DBA – PART-TIME (3 YEARS)

1. Year
Research proposal / Research

Assignment
(At 4 months)
• Submission of assignment.
• Progression to research stage of the program confirmed by Program Awards Board (PAB) and Head of School Acceptance.

Dissemination of research
(At agreed date)
• Presentation at NBS doctoral or agreed alternative conference.

➢ Taught component – Advanced Business Research

2. Year
Research

Annual Progression Meeting
(Submission 16. month, Review 18. month)
• Literature review and gap analysis.
• Completion of pilot study of data gathering and analysis.
• Plan for field work completion and write up.
• Annual progression review.

Dissemination of research
(At agreed date)
• Presentation at NBS doctoral or agreed alternative conference.

3. Year
Research, submission of thesis, student viva

Annual Progression Meeting
(Submission 28. month, Review 30. month)
• Completion of data gathering and analysis.
• Annual progression review will take the form of a meeting/formal interview.

Dissemination of research
(At agreed date)
• Submission, mock viva and viva.
ATTENDANCE REQUIREMENTS

Only for students of the part-time program:

• DBA taught blocks (usually in October and November)
• Annual doctoral conference (2 days in June)
• Dublin Summer School (optional)
• Participation in annual progression panel meetings (from 2-4th year). We have experience of conducting these by Skype so attendance isn’t necessary.
• Attendance for the student viva – and ideally for the mock viva which would be arranged approximately 1 week before
# PROGRAM FEES EU STUDENTS 2017/18

## PhD full-time

<table>
<thead>
<tr>
<th>YEAR</th>
<th>FEES NORTHUMBRIA**</th>
<th>FEES ISM***</th>
<th>TOTAL FEES****</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>--</td>
<td>€ 3,317</td>
<td>€ 3,317</td>
</tr>
<tr>
<td>1</td>
<td>€ 4,450 (~ € 4,988.70)****</td>
<td>€ 3,691.50</td>
<td>€ 8,680.20</td>
</tr>
<tr>
<td>2</td>
<td>€ 4,450 (~ € 4,988.70)****</td>
<td>€ 3,691.50</td>
<td>€ 8,680.20</td>
</tr>
<tr>
<td>3</td>
<td>€ 4,450 (~ € 4,988.70)****</td>
<td>€ 3,691.50</td>
<td>€ 8,680.20</td>
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<tr>
<td>Total</td>
<td>€ 13,350 (~ € 14,966.60)****</td>
<td>€ 14,391.50</td>
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## PhD part-time

<table>
<thead>
<tr>
<th>YEAR</th>
<th>FEES NORTHUMBRIA**</th>
<th>FEES ISM***</th>
<th>TOTAL FEES****</th>
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<tr>
<td></td>
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<td>€ 3,317</td>
<td>€ 3,317</td>
</tr>
<tr>
<td>1</td>
<td>€ 2,250 (~ € 2,522)****</td>
<td>€ 3,183.25</td>
<td>€ 5,705.25</td>
</tr>
<tr>
<td>2</td>
<td>€ 2,250 (~ € 2,522)****</td>
<td>€ 3,183.25</td>
<td>€ 5,705.25</td>
</tr>
<tr>
<td>3</td>
<td>€ 2,250 (~ € 2,522)****</td>
<td>€ 3,183.25</td>
<td>€ 5,705.25</td>
</tr>
<tr>
<td>4</td>
<td>€ 2,250 (~ € 2,522)****</td>
<td>€ 3,183.25</td>
<td>€ 5,705.25</td>
</tr>
<tr>
<td>5</td>
<td>€ 2,250 (~ € 2,522)****</td>
<td>€ 3,183.25</td>
<td>€ 5,705.25</td>
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<tr>
<td>Total</td>
<td>€ 11,250 (~ € 12,610)****</td>
<td>€ 19,233.25</td>
<td>€ 31,843.25</td>
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* Proposal fees become due as follows: 749€ with signing of the contract, 1,284 € after acceptance from ISM, 1,284 € after acceptance from the University of Strathclyde. **Fees subject to change. ***Incl. current Net VAT. ****Exchange rate from 5 December 2018.
# PROGRAM FEES EU STUDENTS 2017/18

**DBA full-time**

<table>
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<tr>
<th>YEAR</th>
<th>FEES NORTHUMBRIA**</th>
<th>FEES ISM***</th>
<th>TOTAL FEES****</th>
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<tbody>
<tr>
<td>Application*</td>
<td>--</td>
<td>€ 3,317</td>
<td>€ 3,317</td>
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<tr>
<td>1</td>
<td>£ 8,750 (~ € 9.809)****</td>
<td>€ 3,948.30</td>
<td>€ 13,757.30</td>
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<tr>
<td>2</td>
<td>£ 8,750 (~ € 9.809)****</td>
<td>€ 3,948.30</td>
<td>€ 13,757.30</td>
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<tr>
<td>Total</td>
<td>£ 17,500 (~ 19,618)****</td>
<td>€ 11,213.60</td>
<td>€ 30,831.60</td>
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**DbA part-time**

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<th>YEAR</th>
<th>FEES NORTHUMBRIA**</th>
<th>FEES ISM***</th>
<th>TOTAL FEES****</th>
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<tbody>
<tr>
<td>Application*</td>
<td>--</td>
<td>€ 3,317</td>
<td>€ 3,317</td>
</tr>
<tr>
<td>1</td>
<td>£ 6,250 (~ € 7.006)****</td>
<td>€ 3,440.05</td>
<td>€ 10,446.05</td>
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<tr>
<td>2</td>
<td>£ 6,250 (~ € 7.006)****</td>
<td>€ 3,440.05</td>
<td>€ 10,446.05</td>
</tr>
<tr>
<td>3</td>
<td>£ 6,250 (~ € 7.006)****</td>
<td>€ 3,440.05</td>
<td>€ 10,446.05</td>
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<tr>
<td>Total</td>
<td>£ 18,750 (~ 21,018)****</td>
<td>€ 13,637.15</td>
<td>€34,655.15</td>
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# Program Fees Non-EU Students 2017/18

## PhD Full-time

<table>
<thead>
<tr>
<th>YEAR</th>
<th>Fees Northumbria**</th>
<th>Fees ISM***</th>
<th>Total Fees****</th>
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</thead>
<tbody>
<tr>
<td>Application*</td>
<td>--</td>
<td>€ 3,317</td>
<td>€ 3,317</td>
</tr>
<tr>
<td>1</td>
<td>£ 13,000 (~ 14,573)****</td>
<td>€ 3,691.50</td>
<td>€ 18,264.50</td>
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<tr>
<td>2</td>
<td>£ 13,000 (~ 14,573)****</td>
<td>€ 3,691.50</td>
<td>€ 18,264.50</td>
</tr>
<tr>
<td>3</td>
<td>£ 13,000 (~ 14,573)****</td>
<td>€ 3,691.50</td>
<td>€ 18,264.50</td>
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<td>Total</td>
<td>£ 39,000 (43,719)****</td>
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<td>€ 58,110.50</td>
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## PhD Part-time

*not available*

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**PROGRAM FEES NON-EU STUDENTS 2017/18**

### DBA full-time

<table>
<thead>
<tr>
<th>YEAR</th>
<th>FEES NORTHUMBRIA**</th>
<th>FEES ISM***</th>
<th>TOTAL FEES****</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application*</td>
<td>--</td>
<td>€ 3,317</td>
<td>€ 3,317</td>
</tr>
<tr>
<td>1</td>
<td>£ 11,000 (€ 12,332)****</td>
<td>€ 3,948.30</td>
<td>€ 16,280.30</td>
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<td>2</td>
<td>£ 11,000 (€ 12,332)****</td>
<td>€ 3,948.30</td>
<td>€ 16,280.30</td>
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<tr>
<td>Total</td>
<td>£ 22,000 (€ 24,664)****</td>
<td>€ 11,213.60</td>
<td>€ 35,877.60</td>
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### DBA part-time

<table>
<thead>
<tr>
<th>YEAR</th>
<th>FEES NORTHUMBRIA**</th>
<th>FEES ISM***</th>
<th>TOTAL FEES****</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application*</td>
<td>--</td>
<td>€ 3,317</td>
<td>€ 3,317</td>
</tr>
<tr>
<td>1</td>
<td>£ 8,300 (€ 9,305)****</td>
<td>€ 3,440.05</td>
<td>€ 12,745.05</td>
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<tr>
<td>2</td>
<td>£ 8,300 (€ 9,305)****</td>
<td>€ 3,440.05</td>
<td>€ 12,745.05</td>
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<tr>
<td>3</td>
<td>£ 8,300 (€ 9,305)****</td>
<td>€ 3,440.05</td>
<td>€ 12,745.05</td>
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<tr>
<td>Total</td>
<td>£ 24,900 (€ 27,915)****</td>
<td>€ 13,637.15</td>
<td>€ 41,552.15</td>
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PROCEDURES AND DETAILS

Applications are to be submitted to Prof. Kai Rommel, Vice-Dean for Research at ISM (Prof. Kai Rommel, ISM International School of Management, Otto-Hahn-Straße 19, 44227 Dortmund; kai.rommel@ism.de) by 15 May (start in fall)/ 15 November (start in spring)

- Please include the following documents:
  - Research Proposal: Proposed area of research, types of research methods to be used, relations to any previous research done in this field (~1000 words)
  - Academic transcripts
  - Proof of English proficiency
  - Proof of relevant managerial experience (DBA only)
  - Application Form (issued by ISM after consulting session)
  - Curriculum Vitae

- Your application will firstly be reviewed by ISM. It will then be passed to Newcastle Business School (Northumbria University) for consideration. If your application is deemed to be of merit, a telephone interview with a potential principal supervisor and the Research Director will be arranged.

Please contact your ISM supervisor by 31 March (fall)/ 31 Aug (spring) to allow sufficient time for the preparation of your final research proposal.

Deadline for official application to NBS: mid-June (fall)/ mid-December (spring).

DBA program starts in October / PhD program starts in October and March.
HEAD OF PROGRAMME
Prof. Kai Rommel

Content-related questions

Vice-Dean for Research
Dortmund
kai.rommel@ism.de

RESEARCH ASSOCIATE
Jana Dargel, B.A.

Administrative questions

Research Associate
Dortmund
jana.dargel@ism.de
THANK YOU FOR YOUR ATTENTION.