



# Application for Admission

## Doctor of Business Administration



Please affix a recent photograph

### Study Options

There are 3 study routes available for DBA students:

- Study Route 1: DBA with interim MSc award,
- Study Route 2: DBA with a tailored study element,
- Study Route 3: Doctoral fast-track\*

\* Study Route 3 is only available to PhD holders

Applicants should check [www.epsglobal.net/](http://www.epsglobal.net/) to assess their suitability for each study route.

### Entry Requirements

#### Study Route 1 & Study Route 2:

- a Heriot-Watt University MBA **or**
- an approved MBA of equivalent standard to that currently offered by Edinburgh Business School **or**
- a Masters degree such as MSc, MA, MPhil in a relevant field of study

**and**

- a minimum of five years relevant business experience.

#### Study Route 3:

- a PhD, or equivalent, in a relevant area **and**
- a minimum of five years relevant business experience.

The DBA Admission Panel may approve other candidates where there is evidence of exceptional and relevant experience or ability and where evidence is provided of the candidate's ability to undertake the programme.

### Supporting Documents

Ensure **all** relevant documents are submitted with your completed application form:

- official transcripts **and** certified copies of all degree certificates (translated if applicable)
- area of research interest – see section 6 for further details
- two referee reports
- a recent passport-sized photograph

### Reference Reports

Two reference forms are enclosed. Please forward one to each of your named referees and ask him/her to return it directly to the Business School.

### English Language

If you wish to study the DBA and English is not your first language, or if the medium of instruction at your previous University was not English, please give details of any relevant qualifications in English language (e.g. a recent IELTS or TOEFL score report).

### Admission Procedure

The Edinburgh Business School Research Committee considers applications throughout the year.

Applicants may be required to attend an interview either in person or by video link. Candidates will be expected to meet any additional costs associated with this.

The final decision lies with the Director of the Business School.

Applicants will be notified in writing of the Business School's decision.

### Enquiries

Further enquiries regarding admission to the Heriot-Watt University DBA programme should be directed to:-

Admissions Office  
Edinburgh Business School  
Heriot-Watt University  
Edinburgh EH14 4AS

Tel: 0131 451 3090

Fax: 0131 451 3002

e-mail: [dbaenquiries@ebs.hw.ac.uk](mailto:dbaenquiries@ebs.hw.ac.uk)









# Career

*Continued*

Job Title	Dates of Employment From (MM/YY) <span style="float: right;">To (MM/YY)</span>
Employer's Name and Address	
Describe your duties and responsibilities	

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# Section 4: References

Please provide details of your chosen referees.

Name of Referee	Name of Referee
Designation	Designation
Name of Company/Organisation	Name of Company/Organisation
Address	Address
Telephone	Telephone
Fax	Fax
Email	Email

# Section 5: Proposed Study Route

Please select one of the following options

**Study Route 1: DBA with interim MSc award**

Preferred interim award

- MSc Strategic Planning
- MSc Financial Management
- MSc Human Resource Management
- MSc Marketing

**Study Route 2: DBA with tailored study element**

**Study Route 3: Doctoral fast-track**



## Section 6: Area of Research

Please supply the information relevant to your preferred study route

**Study Route 1:** If you are applying for the DBA, with an interim MSc award, we only require a brief outline of your anticipated general area of research.

**Study Route 2 & 3:** In order for the DBA Research Committee to specify an appropriate combination of courses, or assess your suitability for the doctoral fast-track, they must have an accurate and reliable understanding of what your chosen research area is likely to be. Please complete the following section on a separate sheet giving as much detail as possible.

To help you with this section it is recommended that you consult the example outline proposals available at [www.ebsglobal.net/](http://www.ebsglobal.net/).

If you are not yet at a stage where you have a clear and detailed idea for your research we will be unable to specify a tailored study element for you. However, we will still assess your application and if accepted we will recommend that you complete the first Introduction to Business Research course which will help you formulate your research idea and familiarise you with research methodology.

**Proposed research title** - provide a basic title that encapsulates your proposed research.

**Summary** –This explains what you intend to find out and how you intend to do it.

**Literature and/or knowledge base** – summarise what you have read in the field and any experience you have in the area.

**Proposed research question, aim and objectives** – the research question summarises the research as a single definable aim. This can be quite challenging; however, the worked examples available at [www.ebsglobal.net](http://www.ebsglobal.net) should enable you to summarise your research in this way.

Now express the research aim in terms of a series of clear research objectives. These should be individual elements that have to be achieved in order for the aim to be realised.

**Proposed research paradigm and methodology** –this is a complex issue but at this stage the paradigm can be interpreted as whether you intend to use quantitative data or a qualitative approach. The methodology in the former could be by collection of statistical and financial data; the methodology in the latter would be by structured interviews and questionnaires.

**Accessibility** – explain the level of access you have to the necessary data; provide details of any individuals and organisations that may agree to take part.

**Research experience (Study Route 3 only):** - Please provide as much information as possible to demonstrate your current level of research skill and aptitude. This section should address the following basic questions.

- o The title of any postgraduate dissertation or thesis and mark achieved\*
- o Title and level of any published individual or joint works\*

\*Please use the Harvard reference system if appropriate

**I confirm that the details I have given in this application are correct.**

Signature of Applicant \_\_\_\_\_

Date of Application

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