



AUBURN

UNIVERSITY

COLLEGE OF BUSINESS

DEPARTMENT OF MANAGEMENT

**APPLICATION FOR ADMISSION
TO THE Ph.D. IN MANAGEMENT PROGRAM**

Concentrations in

Management of Information Technology and Innovation

&

Organization Studies, Strategy and Change

Instructions for Completing the Application to the Ph.D. in Management Program

The following instructions have been prepared as a general guide to completing the application for admission to the Ph.D. in Management Program. This application, titled *Application for Admission to the Ph.D. in Management Program*, serves as a supplement to that required by the Auburn University Graduate School. Certain information requested in this application duplicates some of the data provided in the Graduate School application but is essential for the efficient processing of your request for admission. You must complete both the *Application for Admission to the Ph.D. in Management Program* and the *Graduate School Application for Admission* before you will be considered for admission.

Application Materials

Your application will be considered complete when all of the following have been submitted:

The following are provided or sent to the Auburn University Graduate School via on-line at www.grad.auburn.edu or mailed to Auburn University Graduate School, 106 Hargis Hall, Auburn University, AL 36849-3501, (334) 844-4700.

1. *The Graduate School Application for Admission* is an electronic application that is accessed at this web address: <https://fp.auburn.edu/gradschl/gwaap/Default.aspx>. Payment may be made via the internet using any major credit card, otherwise please submit a check made payable to Auburn University to cover your application fee.
2. Official college transcripts of all undergraduate and graduate credit.
3. The Graduate Management Admissions Test (GMAT) is the preferred test; however, we will accept the Graduation Records Examination (GRE) Test.
4. Scores on the Test of English as a Foreign Language (TOEFL) and the Test of Spoken English (TSE) for applicants whose native language is not English.

The following are submitted directly to the Director of Graduate Management Programs, Department of Management, 415 West Magnolia Ave., Suite 401, Auburn, AL 36849-5241 (334) 844-4071

1. *Application for Admission to the Ph.D. in Management Program*
2. Three letters of reference.
3. One copy of your GMAT or GRE results. The Graduate School requires the GMAT or GRE scores be less than five years old.

Application Deadlines

Applications to the Ph.D. Program in Management are for Fall semester only. We will start reviewing applications in February so applicants are encouraged to have all application materials in by February 1. Applications received after this date will be reviewed until the entering class is full.

RECOMMENDATIONS:

Three letters of reference from former professors (preferred) and/or employers are needed with your application. Each respondent serving as a reference should be provided a copy of the *Ph.D. Applicant Appraisal Form* included in Appendix 1. List below three people who will send us confidential recommendations specifically addressing your academic qualifications to pursue doctoral study.

	Name	Title	Address
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

AREA OF CONCENTRATION:

For which Ph.D. area of concentration are you making application?

_____ Management of Information Technology and Innovation

_____ Organization Studies, Strategy and Change

If admitted, when do you plan to enter the Ph.D. program?

Fall, 20____

Do you wish to be considered for a graduate assistantship? _____ Yes _____ No

No separate application for assistantship is required

TESTS:

Applicants may submit either the Graduate Management Admissions Test (GMAT) or the Graduate Record Examination (GRE).

Test Date

____ / ____
Month / Year

Test Type

____ GMAT ____ GRE

Please list your score and corresponding percentiles.

Verbal Score

Quantitative Score

Total Score

Verbal Percentile

Quantitative Percentile

Total Percentile

ACADEMIC RECORD:

List in order (most recent first) all colleges and universities you have attended.

<u>Institution</u>	<u>Dates of Attendance</u>	<u>Degree Awarded (or expected)</u>	<u>Major</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

What is (was) your undergraduate grade point average? ____ out of ____ (3.0 or 4.0)

What is (was) your graduate grade point average? ____ out of ____ (3.0 or 4.0)

In your opinion, do your college grades accurately reflect your abilities? ____ Yes ____ No

If "No", please explain your answer on a separate sheet of paper.

AWARDS AND RECOGNITION:

Please list below all awards, honors, scholarships, and other recognition's you have received. (Attach additional sheets if necessary.)

EMPLOYMENT HISTORY:

Complete the following section beginning with your present or most recent part-time or full-time employment and proceeding in chronological order. (Attach additional sheets if necessary.)

Date (Mo/Yr) Employer Job Title Duties & Responsibilities

From:

To:

From:

To:

From:

To:

From:

To:

If you are accepted into the Ph.D. program, do you plan to be employed (not including graduate assistantships) during the academic year?

_____ Yes _____ No If "Yes", how many hours per week? _____ hours

In what capacity?

CREATIVE WORKS:

Give the titles and/or descriptions of any articles, reports, or other examples of creative work you may have done. If you wish to submit examples of your work in support of your application for admission, please submit them directly to the department of Graduate Management Programs. Do not send them to the Graduate School.

CONCENTRATION AREA:

The following two sections ask questions concerning your chosen area of concentration (Management of Information Technology and Innovation, or Organization Studies, Strategy, and Change). Answer only questions that pertain to the concentration for which you are making application.

Organization Studies, Strategy and Change - If you are making an application to the OSSC area, answer the following questions. **If not, please skip to the next section.**

As part of your job or as a class assignment, have you independently designed a research study, collected and analyzed data, and then written a report describing the results of your study?

_____ Yes _____ No

Have you worked with another individual(s) on a research project that involved the collection and analysis of data as well as writing a report describing the results of your study?

_____ Yes _____ No

List any courses (and grades) you have had in personnel/human resources management, industrial/labor relations, psychology, sociology, organizational behavior, organizational theory, change and strategy.

How knowledgeable are you of the following computer packages? Indicate your level of knowledge by checking the appropriate space.

Software	No Knowledge	Somewhat Knowledgeable	Knowledgeable	Very Knowledgeable
SPSS	_____	_____	_____	_____
SAS	_____	_____	_____	_____
OTHER: _____	_____	_____	_____	_____
OTHER: _____	_____	_____	_____	_____

Management of Information Technology and Innovation - If you are making application to the Management of Information Technology and Innovation area, answer the following questions. **If not, please skip to the next section.**

How knowledgeable are you of the following computer languages and software? Indicate the level of your knowledge by checking the appropriate box.

Software	No Knowledge	Somewhat Knowledgeable	Knowledgeable	Very Knowledgeable
BASIC	_____	_____	_____	_____
COBOL	_____	_____	_____	_____
FORTRAN	_____	_____	_____	_____
Access	_____	_____	_____	_____
Excel	_____	_____	_____	_____
Word	_____	_____	_____	_____
C++	_____	_____	_____	_____
Java	_____	_____	_____	_____
LISP	_____	_____	_____	_____
SPSS	_____	_____	_____	_____
SAS	_____	_____	_____	_____
ORACLE	_____	_____	_____	_____
SAP	_____	_____	_____	_____
OTHER: _____	_____	_____	_____	_____
OTHER: _____	_____	_____	_____	_____

FOUNDATION OR BUSINESS CORE REPORTING FORM:

Please list all courses you have taken in the following subject areas.

<u>Core Area</u>	<u>Qtr/Sem</u> <u>Grade</u>	<u>Year</u>	<u>Course # and Title</u>	<u>Hours</u>
Accounting				
Business Policy/ Strategy				
Economics				
Data Processing/ Info Systems				
Finance				
Basic Management				
Operations Management				
Marketing				
Organizational Behavior				
Social/Legal Environment				
Statistics				

3. What are your plans after completing the Ph.D. program? How do you think the Ph.D. degree will help you achieve these plans?

4. How did you become interested in Auburn's doctoral program? If you talked about the program with a member of the faculty, staff, or alumnus, please indicate name, date, and circumstance.

I certify that the information I have provided is complete and accurate.

Signature

Date

(Note: Unsigned applications will not be processed or returned.)

Mailing Address:

After completing this application, please send to:

Director of Graduate Management Programs
Department of Management
415 West Magnolia Ave., Suite 401
Auburn, AL 36849-5241

Please Note Application papers and any supporting documents will not be returned. We suggest that you retain a copy of these materials for your future reference.

Have you performed the following?

- Requested your GMAT or GRE scores be sent to the Auburn Graduate School
- Submitted your on-line Graduate School Application to the Auburn Graduate School
- Requested that your undergraduate and graduate transcripts from all universities attended be sent to the Auburn Graduate School
- Mailed your completed departmental application for admission to the Department of Management
- Requested that three professors send letters of recommendation to the Department of Management

If you have any questions concerning your application for admission, please feel free to call the director of Graduate Management Programs at (334) 844-4071.

