

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.

- 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.

Application for Admission Ph.D. in Management

AUBURN UNIVERSITY Department of Management

Please follow these guidelines in completing this *Application for Admission to the Ph.D. in Management Program.*

- 1. Please complete this application using a word processor. If you are completing this application by hand please type or clearly print your answers in ink. If printing, please use black ink. We suggest you retain a copy of this application for your records.
- 2. Should you need additional space for comments, please use as many additional sheets of paper as necessary. Be sure to indicate the section(s) of the application to which they refer. Additional sheets should be stapled to the back of this application.
- 3. Once you have completed the application, please sign on the last page. Unsigned applications will not be processed or returned.
- 4. The completed application, together with all associated materials, will not be returned. These materials will be treated as confidential information.

PERSONAL DATA:

Name	(Last)	(First)		(Middle)
Home Address				
	(Street and Number)		(Apartment)	
	(City)	(State)	(Zip Code)	(Telephone)
Present Address				
Addicas	(Street and Number)		(Apartment)	
	(City)	(State)	(Zip Code)	(Telephone)
E-mail:				

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.			
ARE	EA OF CONCENTRATION:		
For	which Ph.D. area of concentra	tion are you making applicatio	n?
	Management of Information	Technology and Innovation	
	Organization Studies, Strate	egy and Change	
lf ac	dmitted, when do you plan to e	nter the Ph.D. program?	
Fall	, 20		
•	you wish to be considered for a	· —	Yes No

Graduate Record Examination (GRE).				
Test Date				
Month / Year				
Test Type				
GMAT GRE				
Please list your score and	d corresponding percen	tiles.		
Verbal Score	Quantitative Score	Total Score		
Verbal Percentile	Quantitative Percentile	Total Percentile		
ACADEMIC RECORD:				
List in order (most recent	first) all colleges and u	niversities you have att	tended.	
		Degree Awarded (or expected)	<u>Major</u>	
What is (was) your undergraduate grade point average? out of (3.0 or 4.0)				
What is (was) your gradu	ate grade point average	e? 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.

TESTS:

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 tudy, collected and analyzed data, and then written a report describing the results of your tudy? 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:				

<u>Management of Information Technology and Innovation</u> - 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:				

Please describe any job experiences you may have had in information systems, data processing or other aspects of computer operations.			ems, data	
Please list any cou areas.	urses you have had	in information syste	ems, data processir	ng, or related
Course #	Course Title	Date Taken	Institution	Grade

Course #	Course Title	Date Taken	Institution	Grade

FOUNDATION OR BUSINESS CORE REPORTING FORM:

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

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

ACADEMIC AND CAREER ORIENTATION:

All applicants should respond to this section	. Answer each of	f the following essa	ay questions. If
additional space is needed, attach a separat	e sheet.		

1. Why are you interested in pursuing a Ph.D. in management in your chosen area of concentration?

2. Describe how your interests fit those reflected in the research activities of the Management Department's faculty in your chosen area of concentration?

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	certify that the information I have provided is complete and accurate.					
Signat	ure Date					
(Note:	Unsigned applications will not be processed or returned.)					
Mailin	g Address:					
After c	ompleting this application, please send to: Director of Graduate Management Programs Department of Management 415 West Magnolia Ave., Suite 401 Auburn, AL 36849-5241					
	e Note Application papers and any supporting documents will not be returned. We st that you retain a copy of these materials for your future reference.					
Have y	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 <u>all</u> 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 I	have any questions concerning your application for admission, please feel free to call					

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.

Ph.D. Applicant Appraisal Form

Applicant: Please complete items A and B (print or type) and give one form to each of the three persons who will support your application.

A. Name of applicant: Undergraduate Major: Gradu Ph.D. area of concentration: [] Ma [] Or	- , ,	f Information		0,	novation
B. [] I waive my right to inspect this re will remain confidential. [] I do not			•		and that it
Signature:					
C. Name of Reference:					
Title	Institution				
Dear Reference, we appreciate your ass of this applicant. Please respond to the objectifically address the applicant's que How do you know this applicant?	questions beloualifications	ow and als	o, <u>please a</u>		
How would you rate this applicant's	Excellent	Good	Average	Poor	Cannot Rate
Motivation for graduate work					
Ability to do independent work					
Ability to express him/herself in speaking					
Ability to express him/herself in writing					
D. How would you rate this applicant as for graduate school? [] average [] good (upper 25%) E. If you controlled admissions to a progrecommend this student for admission.	. [] superior gram leading	(upper 159 to the Ph.I	%) [] outsta	anding (up	oper 10%)
Signature of Reference		Date			
Please mail this form and your letter dire	Dep 415	artment of	aduate Mana Manageme blia Ave., Su 5849-5241	nt	Programs