

## Application for Admission: Doctor of Business Administration

The following must be included with the submission of this form:

- As part of your application you are required to provide a submission regarding your proposed area of research.
- The submission is no more than 1500 words in length, legible and written in a high standard of English.
- The submission must be verified by signature and a statement declaring that the submission was written by the applicant and is original work.
- You must attached a passport size photo with your application
- Upon completion of this form, please submit the form to the Graduate School via [hdrapplication@scu.edu.au](mailto:hdrapplication@scu.edu.au)

**ATTENTION MAC USERS:** This form will be corrupted if opened in Preview.  
Please use Adobe Acrobat Reader to view and complete form.

### SECTION A: APPLICANT DETAILS

|   |                     |  |
|---|---------------------|--|
| <b>Title:</b>   | <b>Family Name:</b> | <b>Given Name:</b>   |
| <b>Previous Family Name</b> (if applicable):  |                     | <b>Date of Birth:</b>  |
| <b>Phone:</b>   |                     | <b>Email:</b>  |
| <b>Address:</b>   |                     |  |
| <b>Mailing Address:</b>   |                     |  |
| <b>Emergency Contact:</b>   |                     | <b>Phone:</b>  |
| <b>Are you Australian Aboriginal or Torres Islander descent?</b>                          |                     |  |
| <small>For persons of both Aboriginal and Torres Islander origin, tick both boxes</small> |                     | <input type="checkbox"/> Australian Aboriginal <input type="checkbox"/> Torres Strait Islander |

### SECTION B: CITIZENSHIP DETAILS

|   |   |   |
|---|---|---|
| <input type="checkbox"/> <b>Australian</b>              | <input type="checkbox"/> <b>New Zealand</b> | <input type="checkbox"/> <b>Permanent Resident</b>    |
| <input type="checkbox"/> <b>Other - please specify:</b> |   |   |
| <b>Do you hold a current Australian visa?</b>           | <b>NO</b>                                   | <b>YES</b> <i>(Please attach a copy of your visa)</i> |
| <b>If YES, what is the category?</b>                    |   |   |
| <b>Country of Birth:</b>                                |   |   |

**SECTION C: ENGLISH LANGUAGE PROFICIENCY****TO BE COMPLETED BY OVERSEAS APPLICANTS ONLY**

Is English your first Language? YES NO

If NO, what is your first Language?

Was English the language of instruction in previous studies? YES NO

If YES, which studies were completed in English?

Have you completed a test of English proficiency in the last 2 years? YES NO

| Date taken | English test name | Results (if known) | IELTS Test report form number |
|------------|-------------------|--------------------|-------------------------------|
|            |                   |                    |                               |

**SECTION D: PROPOSED STUDY CONDITIONS**

Have you contacted a prospective Supervisor? YES NO

Name of prospective Supervisor:

Proposed commencement:

Proposed study mode:

Location:

**SECTION E: TERTIARY QUALIFICATIONS**

List degree(s) held (If honours degree(s), state class of Honours).

Note: All applicants other than graduates of Southern Cross University or UNE-RE or CRCAE must provide an original official transcript of his/her full academic record or a certified copy of the original transcript. If transcripts are not in English, a certified English translation must also be provided.

| Degree | Year of Graduation | University | Country in which degree taught |
|--------|--------------------|------------|--------------------------------|
|        |                    |            |                                |
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|        |                    |            |                                |

## SECTION F: RESEARCH AND PUBLICATIONS

Please list any theses and/or other publications of which you are the author and provide details of any other research you have undertaken.

For each publication indicate: (a) all authors in the order in which they appear in the publication concerned; (b) the proportion of the total work that you contributed; (c) full bibliographic details, including page numbers; (d) if for journal articles whether the journal is refereed.

## SECTION G: SUMMARY OF CAREERS

Business/professional/government work experience/positions - List key positions over the past seven years with name of employer and brief position description (the first entry should be your current position):

## SECTION H: PROPOSED RESEARCH PROJECT

### **PLEASE NOTE:**

You are expected to have some idea (in general terms) of your proposed research field. Your research field may be modified as you progress through the Research Methods units and other course units. However, as part of your application you are required to provide a **submission** regarding your proposed area of research.

The outline of **submission requirements** are:

- The general topic area of research and why you are interested in this research.
- Candidate's experience in the topic area.
- A brief description of the research problem i.e. what does the research aim to find out?
- Candidate's familiarity with recent academic literature in this research area.
- Why this research is important.

The submission needs to be **1500 words** in length, legible and in good English.

The submission must be verified by signature **and** a statement declaring that the submission was written by the applicant and is original work.

### **Advanced Standing**

If you wish to apply for advanced standing for some of the coursework units, please indicate here which units:

Please note:

- (1) the rules and guidelines for advanced standing will be used when considering a request for advanced standing.
- (2) Appropriate documentation in support of your application for advanced standing must be submitted.

### **SECTION I: FINANCIAL ASSISTANCE**

Will you receive financial assistance in the form of sponsorship or scholarship for your study (e.g. from your employer or industry/government body)?

YES

NO

If YES, please provide sponsor details:

Name:

Sponsor location:

Proportion of sponsorship (i.e. 100%):

Sponsorship amount:

Note: It is your responsibility to notify the Graduate School if these details change.

Will you be undertaking paid employment during your course of study?

YES

NO

If YES, give details, such as the work time involved:

### **SECTION J: DECLARATION**

*I wish to be considered for entry to Doctor of Business Administration candidature and I declare that the information submitted is correct and complete. I understand that the University may obtain official records from any tertiary institution I have previously attended. I understand that the University reserves the right to vary or reverse any decision made on the basis of incorrect or incomplete information.*

Signature:

Date: