



BACKWARD SCHEDULE

In view of a *viva voce* examination in March 2025

Compliance with this schedule is imperative

- **Viva voce examination:** 27-29 March 2025, Spring International Seminar (online)
- Deadline for sending to Business Science Institute **the final Powerpoint for the thesis presentation with thesis supervisor's approval:** 15 March 2025
- Deadline for sending the **final version of the thesis to Business Science Institute** following written examiners' comments: 01 March 2025
- **Preliminary *viva voce* examination:** organised during the final supervisory seminar in February prior to the official *viva* planned to take place in March 2025
- Corrections following examiners' reports and comments
- **Examiners' preliminary reports** (assessment of written work) and **approval** to present the thesis at the March 2025 *viva voce* examination: 01 February 2025
- **Final copy of the thesis** submitted to Business Science Institute and to the examiners **following the feedback by Scientific Advisor / Track manager:** 05 January 2025
- **Approval from Business Science Institute Scientific Advisor / Track manager:** 30 December 2024
- Thesis submitted to the **Turnitin plagiarism detection service** by Business Science Institute administrative support team, Turnitin report sent to Business Science Institute Scientific Advisor for approval: December 2024
- Deadline for **sending the thesis to Business Science Institute** for approval: 30 November 2024
- **Approval from the thesis supervisor:** 30 November 2024
- Deadline for **sending the thesis to thesis supervisor** for approval: 30 October 2024
- Deadline for **sending the backward schedule signed:** end of September 2024

Any outstanding tuition fees must be paid before the end of December 2024 to be eligible for a viva voce examination in March 2025.

Non-compliance with this schedule by a DBA candidate will automatically lead to the postponement of their official March 2025 *viva voce* examination date.

Date:

First & last names of DBA student

Signature of DBA student

PLEASE RETURN THIS FORM SIGNED & DATED TO THE RELEVANT ADMIN SUPPORT MEMBER