

GUIDELINES FOR THE AWARD OF THE CERTIFICATE OF RESEARCH IN BUSINESS ADMINISTRATION

1. Certificate of Research in Business Administration

After completing the **5 research seminars in Year 1** of the Executive DBA programme, as follows:

1. Seminar 1 – Introduction to doctoral studies
2. Seminar 2 – Thematic paradigms 1
3. Seminar 3 – Thematic paradigms 2
4. Seminar 4 – Qualitative research methods
5. Seminar 5 – Quantitative research methods

students are required to submit a DBA thesis project to be awarded the *Certificate of Research in Business Administration* delivered by Business Science Institute and the University of Technology Sydney Business School (UTS) ([AACSB accredited](#)).

The *Certificate of Research in Business Administration* is awarded after:

- Approval by the thesis supervisor or track manager (see document below),
- Submission of the project to the administrative support team for each DBA programme by **31st May at the latest each year**,
- Submission of the projects to Professor Emmanuel JOSSERAND at University of Technology Sydney Business School for approval and comments,
- These comments are then sent back to the administrative support team of each DBA programme, as well as to each DBA student who incorporates them into a final version of their thesis project for submission to the administrative support team of each DBA programme by **31st August at the latest**, presentation and examination during the Annual International Week held in Wiltz, Luxemburg **at the end of the month of September**.

2. The DBA thesis project

2.1. Thesis project content

The procedures for the written component and the oral examination of the DBA thesis project involve the following stages.

<http://www.business-science-institute.com/certificate-of-research-in-business-administration/>

For full details of the written component of the DBA thesis project leading to the award of the *Certificate of Research in Business Administration*, please consult the following page in English on the Business Science Institute web site:

https://www.youtube.com/playlist?list=PLU9nhv3_IE8zuANfDGWe0gBdOtGCAIxbw

The thesis project should include the following sections (for guidance only):

- Project title
 - Area of research, relevance, and contribution to the area
 - Research question being addressed
 - Literature review
 - Research model or the analytical framework
 - Proposed research methodology or methodologies
 - Data analysis plan
 - Expected results
 - Expected managerial recommendations,
 - Bibliography.
- The written document should be approximately **fifteen pages** long and presented in Word format,
- The final version of the thesis project should be sent by email to the relevant administrative support team at the Business Science Institute by **31st August at the latest**,
- The student's **PowerPoint presentation** will be attached to the email.

2.2. Approval of the DBA thesis project

Approval of the thesis project is given by the following members of staff:

- a) The thesis supervisor or track manager,
- b) The representative from the University of Technology Sydney Business School.

The final document and details of the 2 stages outlined above are kept on file at the Business Science Institute.

2.3. Presentation of the DBA thesis project

The thesis project for the *Certificate of Research in Business Administration* is subject to a **15-minute long oral presentation to a jury of at least two professors** during the Annual International Week in Wiltz, Luxembourg.

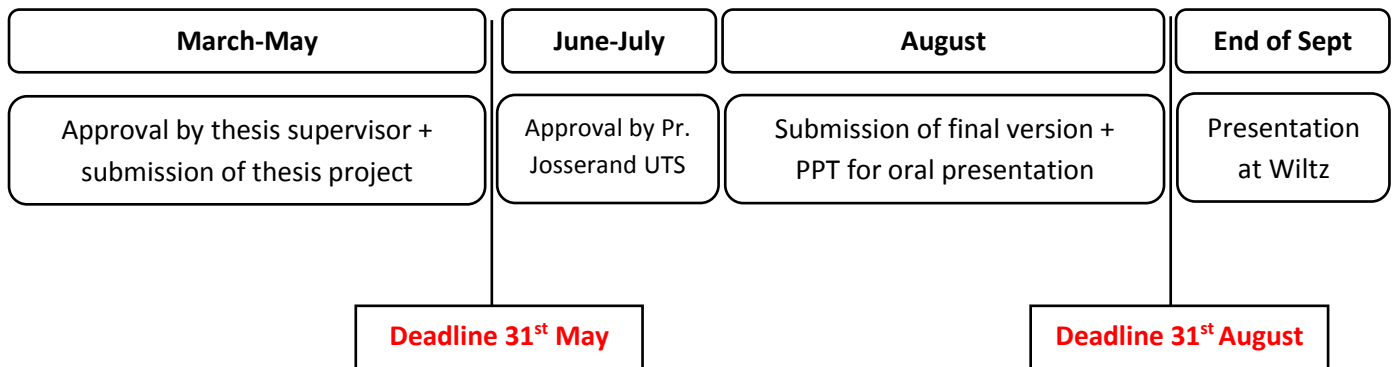
2.4. Evaluation of the DBA thesis project

The thesis project is subject to a general examination by the jury, who decide to award or not, the *Certificate of Research in Business Administration*, as follows:

A – In the case of an **unsatisfactory presentation**, the candidate may be authorised to present the project again to the jury by Skype within a given space of time.

B – In the case of a **satisfactory presentation**, the candidate will be awarded **2 certificates**, as follows:

1. The *Certificate of Research in Business Administration* - Business Science Institute,
2. The *Certificate of Research in Business Administration* – University of Technology Sydney Business School.



APPROVAL TO SUBMIT DBA THESIS PROJECT FOR
CERTIFICATE OF RESEARCH IN BUSINESS ADMINISTRATION

I ,undersigned Pr XXX , Thesis supervisor / Track manager, give my full approval to

Mrs, Mr. XXX

Cohort n° xxxx

to submit his/her thesis project to be awarded the

**Certificate of Research in Business Administration delivered by Business Science Institute
and the University of Technology Sydney Business School**

The title of the Certificate of Research is :

Comments :

Date

Pr. xxxx