Instructions for PhD Applicants **emlyon** business school

Admission

Admission to the **emlyon** business school PhD program is open to applicants showing evidence of strong intellectual ability and sincere commitment to and interest in academic research. Applicants are required in general to have demonstrated basic knowledge in management and organization, usually by the completion of a Bachelor degree or higher qualification (a master's degree is a plus) in Management, in Organizational Behavior, Industrial Relations, or in related disciplines (Sociology, Political Science, Economics, Psychology, Philosophy…). Otherwise, students might be required to take additional courses during the first 2 years of the program.

Deadline and Commencement

The deadline for applications is January 31st. Applications received after that date will not be considered. Incomplete applications are reviewed after the complete applications and should be motivated and include explanations of why, for instance, no GMAT/GRE score or no letters of reference. Processing of applications begins in February, and candidates are advised of admissions decisions by the end of February. The PhD Program starts on September 1st. The duration is five years of full-time study. All PhD students are fully funded for five years.

What do you have to include in your application package?

1. **An up-to-date CV**
2. **A statement of purpose** that explains the candidate's motivations for pursuing the PhD program at emlyon business school. The students can include in this document explanations about why some documents may be missing or any information they see as helpful to present their application.
3. **A five-page research project proposal** including the following headlines:
   - explanation of the aim of your proposed PhD project
   - explanation of the research question / hypothesis that will be pursued
   - positioning within the scientific literature
   - positioning of the project within emlyon's research landscape (centers and professor notably)

- possible methods to be deployed
- possible contributions

The purpose of the proposal is to evaluate your current skills and motives. We seek to assess if you have an initial understanding of how research is done and why research is attractive to you. Naturally, your research interests will change once you engage with the program.

4. **Transcripts of Grades:** An official academic transcript from the last attended college or university is required. The degree certificate is not sufficient. The transcript will show courses, grades, degrees received, with mention of rank or distinction if applicable. A certified translation will be required for any transcript in a language other than English or French. When the transcript is not standard, accompanying explanations, preferably from the university administration, will be appreciated. The transcripts should be enclosed with the application form or sent directly to the PhD Programme office by a college or university official.

5. **Admissions Tests**: GMAT & TOEFL: The GMAT (Graduate Management Admissions Test) score confirms the aptitude for management studies. Applicants are required to take the GMAT, which is administered by ETS (Educational Testing Service) at test centres throughout the world. Test scores should be less than four-year-old. To register for the GMAT Test: www.mba.com

   TOEFL (Test of English as a Foreign Language) is confirmation of good working knowledge of English. Applicants whose native language is not English are required to take this test unless their university degree is from an institution located in an English-speaking country *and* where the curriculum was exclusively taught in English. TOEFL is administered by ETS at test centres throughout the world. Alternatively, an IELTS or a TOEIC score is acceptable. Test scores should be less than four-year-old. To register for TOEFL Test: www.toefl.org

6. **Letters of recommendation**: Applicants should have a minimum of two letters of recommendation from professors who can evaluate the applicant's academic ability and potential for research. Optional non-academic recommendations may also be submitted.