

**FREQUENT ASKED QUESTIONS (FAQ)**  
***Doctoral Training at ESADE Business School***  
***(Master of Research in Management Sciences and PhD in Management Sciences)***

○ ***Why should I apply to the ESADE Doctoral Program?***

ESADE has a vibrant and growing global research active faculty who contributes to advance research in management at an international level.

You will learn in small cohorts, engaging one to one with faculty members on relevant research topics of interest to both the academic and business communities.

Doctoral training at ESADE provides rigorous training with courses that cover a wide range of topics and research methods.

Our graduates are recruited by high rank international research active business schools.

The ESADE PhD Program attracts PhD Candidates who are passionate and with the highest level of ambition to become leading scholars in their field and work in top business school globally.

The rigorous selection process and the small number of PhD Candidates admitted into the ESADE PhD Program ensures the high quality of the PhD Candidates and the matching between each of them and their supervisors and the PhD Program.

ESADE is one of the leading business schools in international rankings (Financial Times, Business Week, The Economist, and Forbes). ESADE is home to faculty and students from all around the globe and offers a rigorous and international environment to hone skills that will help them to pursue an international career in research.

ESADE PhD Program welcome candidates from various disciplines related to management who are highly motivated, enthusiastic about the creation of new knowledge, and interested in pursuing an international career in research.

○ ***How are the M.Res+PhD Programmes structured at ESADE?***

At ESADE you will learn in small cohorts, engaging with faculty members on relevant research topics of interest to both the academic and business communities. The program is full time and emphasizes a strong foundation in both methodological and theoretical training.

During the first year you will be registered for an MRes, which comprises the specialized research coursework of the PhD. The MRes starts every academic year in September and runs till end of July. The remaining time (3 years) the PhD Candidate will be conducting original research that will end up in a doctoral dissertation. In total, the Doctoral program takes 4 years.

At the end of the 1<sup>st</sup> year each MRes student will defense his/her Master Thesis in front of a Tribunal and he/she will get a final grade for the Master Thesis. At the end of the second year, each PhD Candidate will defense a Research Proposal in front of a committee to assess and define the most relevant issues in his/her line of

research to get the most promising research topic for their PhD Thesis. Finally, during the 4<sup>th</sup> year, the PhD Candidate should defend his/her PhD Thesis.

For further details about the program, please check [MRes Internal Regulations](#) and [PhD Internal Regulations](#).

○ **How long does the Doctoral training take at ESADE?**

The Doctoral training at ESADE takes 4 years in total. During the first year you will be registered for an MRes (course work) and the remaining time (3 years) the PhD Candidate will be conducting original research towards the PhD thesis defense.

○ **How it works transfer from the MRes to the PhD program?**

Around March each year, the Board of Academic Affairs will assess all MRes students who apply for the PhD program to approve or not their transfer to the PhD in accordance with 3 criteria:

- Academic Records of the student (previous degrees and available grades from the MRes)
- Research skills demonstrated during the MRes
- Matching between the student research interest and [ESADE's line of research](#)

○ **How many students do you admit per year at the MRes program?**

*At the MRes level, we aim to take on board around 10-15 candidates per year.*

*Any MRes student who is interested in pursuing an academic career, can apply to the PhD and the Admissions committee will evaluate them taking into account previous academic records and currently performance at the MRes level and fit into the ESADE Business School research lines.*

○ **Is it possible to do a part-time or learning distance doctoral programmes at ESADE?**

No. Both programmes are full time. Our participants are expected to devote all of their time and effort to their training, research and completion of their PhD Thesis. It is not even possible to deal in parallel the MRes/PhD with other professional activity.

○ **Will I be able to work as a teaching assistant and research assistant work to gain experience?**

At the PhD level (2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> year) candidates can work as research assistants and teaching assistants, and will be remunerated for their work, within the limits and the rules stated by internal Regulations of the program.

○ **When is the intake?**

The program starts in the first half of September every year.

## APPLICATION (Requirements, Documentation, Process and Decision)

### ○ *How do I apply?*

To apply either to the Master of Research (MRes) or to register directly as a PhD at ESADE (if you have already a research master or equivalent rigorous research training), you will be requested enter your data in the [ESADE Application portal](#) and upload some personal and academic information.

The recommended browser to apply is Google Chrome. For technical issues, please contact our Help Desk at: [cau@esade.edu](mailto:cau@esade.edu)

In order to complete your application you will have to:

- Create a new user in order to obtain Personal ID and password
- Enter the information in the spaces provided and upload certain documents
- Pay and submit the application.

Once you have submitted the application, you will be requested to send us additional documents such as: Complete CV, Transcripts, etc.

MRes and PhD admissions committee will not review any application that has not provided all requested documentation.

### ○ *Is there an application fee?*

No, there is no application fee for MRes and PhD applications.

### ○ *When should I apply?*

The application process to the MRes and PhD programmes at ESADE will be open from November 2018 until end of May 2019.

From November to December 2018 the admissions office will prepare all completed applications to be presented to the first Admissions Committee in January 2019. During that period, it can take us few days to answer your questions and/or to advise you whether any additional documentation is required.

From January to May 2019, the Admissions committee is going to meet once a month to evaluate each of the applicants' profile (completed ones). During that period the PhD office will notify you the decision of the admissions committee meeting right after each meeting.

If you have not heard from us regarding the status of your application, it is because a final decision has not been reached. We always communicate the final status to all applicants once the admissions committee has finalized their decision.

May 2019 will be the deadline for receiving applications. After that deadline date, ESADE will not accept new applicants for the following autumn intake. June Admissions Committee meeting will be just reviewing pending issues from previous applicants, but not new applications are considered in this meeting.

Due to immigration and logistic reasons, for non-European candidates the sooner you start your application the better to be able to join the program.

○ **What documents should I send and to whom?**

Entering data in the [ESADE Application portal](#): You will enter data on each section, you can't submit the application until you have all the application completed. You can't leave any blank spaces. You can access the portal as many times as you need.

As part of your application you will be requested to:

- Make a personal statement explaining why you want to enrol in the MRes in Management Sciences. For those of you who are sure you want to pursue the PhD can be relevant to add your goals after the PhD program
- Describe the areas you are interested for your futures research
- The strengths you consider you have as a future professional, future faculty, future researcher.

Submitting application: you will need to submit your application, after sending the application you will not be able to modify the application.

Submitting other documents: After submitting your application, you will receive an email requesting you to send us by email the following documents:

- Complete CV
- GRE or GMAT score (you will need to provide original official document)
- 2 Recommendation letters. Your referees will be asked to send their reference letter into the portal.
- A copy of Degrees and transcripts. Those candidates that are accepted, will be requested to bring original or certified copies of their degrees
- TOEFL exam, except those whose mother tongue is English or who have taken University studies in English for a minimum of 3 academic years

As our application process is fully electronic, we require only electronic copies of the supporting documents (**in PDF format**) during the application process. Once you are accepted for admission, then you will be requested to provide original certified copies to the PhD Office. If these documents are translated (a requirement if not in English), you must have them certified by an authorized translator or by a Consulate and bring it to ESADE before the start of the course.

Should you have any questions/doubts along the process, you can contact the PhD office [phdmanagement@esade.edu](mailto:phdmanagement@esade.edu)

○ **How and when will my referees submit their recommendation letters?**

Your referees will receive an automatic email from the moment you add them as a recommenders in the application. They will receive an email to upload the recommendation letter in the platform as well.

- ***Do I have to go to Barcelona for the Admissions interview?***

No, it is not necessary as we can conduct interviews via Skype.

- ***Do I have to take the GMAT or GRE test?***

Yes, all candidates are required to take the GMAT or GRE test. Those who have taken the test within the last 5 years, can present their results, should the test be older than 5 years, and the applicants will be requested to take the test again.

You may start filling in the online application form without valid GMAT or GRE test. In this case, you have to mention when you plan to take the test. The Admissions Committee will review your profile and if they consider you have a good fit to the program, you will be conditionally accepted. Note that definitively acceptance to the program will be done when accomplishing all admissions requirements.

- ***What admissions test score do I need?***

There is no cut-off point for the GMAT or GRE test score. Our selection of applicants is based on the applicant's general profile and overall academic background, and GMAT/GRE scores are only one quantitative inputs considered by the admissions committee. High scores do not guarantee admission and lower than average scores will not invalidate your candidacy. However, the better score you have, the most competitive your application would be.

- ***What are the teaching language on the Doctoral Programmes at ESADE?***

Both programmes are 100% in English. Spanish is not a requirement.

- ***Can the requirement of TOEFL exam be waived?***

Proficiency in English is a must. Applicants whose native language is not English are required to take an English test unless you have studied a minimum of 3 academic years at an English-speaking university. The following accreditations are valid: TOEFL, IELTS, Cambridge ESOL Examinations, and PTE Academic (valid for two years).

Both MRes and PhD Programmes are fully taught in English. Therefore, Spanish is not necessary to apply to the MRes and PhD Programmes. However, those participants with no knowledge of Spanish, will have the chance to take few lessons of Basic Spanish during the MRes program.

- ***What are the selection criteria?***

For both the the Master of Research (MRes) or to the PhD program at ESADE, all applicants will be evaluated on the basis of the documentation submitted.

In particular, the assessment is based on: Your CV and academic records; GMAT/GRE scores; Statement of purpose and reference letters and any other relevant documents submitted (e.g. publications).

The Responsible for Admissions will have a brief long distance interview in order to gather more information about the candidate fit into the program and report it to the Admissions committee.

Mainly, the purpose of the interview is to better assess applicants' qualifications; discuss their research proposal.

○ ***How I will be informed about the final outcome of the application?***

From January to June each year, once you have sent all the requested documentation, and after the monthly Admissions Committee meeting, you will be receiving an email to the address provided online with the final outcome of the application.

In the case you have been admitted you will receive a letter with further steps until being enrolled in the program.

○ ***When should I begin the admission process?***

You should begin the admission process as soon as possible. Remember that the admission process is lengthy and there are several steps that do not depend entirely on your availability:

- **Gather all the documentation required:** academic record, university certificate, etc.
- **Take the GMAT/GRE:** if you wait too long to take the GMAT, you may find that tests are not available in your city before the deadline. Also bear in mind that if you are not satisfied with your score, you must wait a period of time before you can retake the exam.
- **Take a level test of English:** some are available twice or three times in a year. If you choose the TOEFL, you may find the same availability problem as with the GMAT/GRE.
- **Apply for a visa:** if you need a visa to come to Barcelona please apply as soon as you are accepted into the programme. The visa process is usually lengthy and must be done entirely in your home country.
- **Find accommodation in Barcelona**

## PARTICIPANTS

### ○ **Participant Profile**

Participants admitted must have a strong interest in research in addition to an excellent academic record. Half of the participants comes from Management degrees, but there are also participants coming from Economics, Engineering, Sociology and other disciplines.

Both MRes and PhD Programmes are very international, the geographical distribution varies from one year to another but as an average we can say that we have about 15% of participants come from Spain, 25% are from the rest of Europe and the remaining 60% come from other continents of the globe.

More details about our current participants at the doctoral Programmes are available on the following links: [MRes participant profiles](#) and [PhD candidate profiles](#)

### ○ **Who is eligible?**

To enter the Master of Research, applicants must be in possession of a university degree with a minimum of 180 ECTS credits in one of the following areas: Business, Economics, Engineering, Psychology, Sociology, or other discipline. Those candidates who do not possess a Business degree are required to have at least 18 credits in subjects related to business management.

The requirements for entry to the Doctorate program are set out in Royal Decree 99/2011 (January 28) which regulates official doctorate courses.

300 ECTS credits, a minimum of 60 of which must be from a Master's program, are necessary for admission to the doctorate program.

### ○ **Is there an age limit?**

There is no an age limit to apply to the doctoral programmes.

### ● **Do I need to have work experience to be accepted?**

No. Work experience is not an admission requirement of the MRes Programme. Some successful applicants come directly from undergraduate Programmes, engineering or with a Master. Other candidates have extensive professional experience.

## FINANCIAL SUPPORT (Scholarship, Living Stipend, Housing)

### ○ *I would like to apply for financial support. When should I do so?*

At the MRes level (1<sup>st</sup> Year) the Scholarship is competitive, therefore not all participants will have access to scholarships. The amount of the grant will vary upon academic merits and personal circumstances.

After the MRes, all participants accepted to join the ESADE PhD will have granted scholarship to cover all academic fee and living stipend. ESADE recommends PhD Candidates to apply for external/competitive grants for which they may be eligible.

To apply for a grant at the MRes, when submitting the application documents you can ask for the Scholarship form, filled in and send it together with the rest of your application documents.

The admissions committee will evaluate your request, just when you have been admitted into the program.

A grant application does not exempt you from reserving your place in the period indicated in your letter of acceptance.

### ○ *Are there housing facilities for MRes/PhD students provided?*

In ESADE St. Cugat Campus you can have access to [Student RESIDENCE](#). The International Student Advisor can help you out to settle in Barcelona. In the International Student Handbook you can check some websites to find housing.

### ○ *Estimated Living Costs*

#### Estimated monthly budget for single students:

Accommodation (shared housing): €500

Utilities: €100

Groceries: €200

Eating Out: €250

Transportation: €50

Misc. Expenses: €300

Monthly Budget: €1400