

Application Instructions

Pace University Lubin School of Business Doctoral Program

Introduction

Thank you for your interest in the Pace University Doctoral Program in Business for Executives. We eagerly anticipate receiving and reviewing your application and we look forward to meeting you during an interview to discuss your possible admission. Please contact us if you have questions or want assistance with the application.

The Doctoral Program in Business enables successful business managers and professionals to either extend their business careers or pursue academic careers by infusing them with theoretical knowledge to conceptually understand business issues and by developing their research skills to analyze business problems and create new knowledge.

Consistent with our mission we attempt to identify and to admit applicants who have distinguished records of success and accomplishment in their academic pursuits and professional careers.

Therefore, our application requests detailed personal and confidential information. Completing the application requires significant time and effort. It provides us with many indicators of your potential for doctoral studies. Please understand and appreciate that the Admission Committee will use all the information you provide to carefully assess your application. For the application deadline and other important dates, please consult the final section of these instructions.

Completed Application

Before we evaluate an application, we must receive all of the documents listed below. Forms for submitting or obtaining some of these documents are available on our website. All of these documents are described later in this document.

- Part A of the application
- Part B of the application
- Resume
- Application fee
- Affirmation form
- Recommendations
- Official transcripts

Part A

Complete Part A of the application online. It asks for your name, contact, and employment information. It should require no research or preparation

Financial Aid

Most Pace University doctoral students continue advancing their full-time careers while completing doctoral studies. Therefore, we do not offer doctoral scholarships, fellowships, or living stipends. Some doctoral students receive full or partial tuition reimbursement from their employers.

Some students seek educational loans either through Pace University or from other private or public sources. Many of these loans are only available to U.S. citizens or permanent U.S. residents. For more information, visit the web page <http://www.pace.edu/prospective-students/graduate/financial-aid>. To request information about these and other financial aid options please contact the Financial Aid Office, Pace University, One Pace Plaza, New York, NY 10038-1598. (212-346-1300).

Pace University awards tuition discount to its adjunct faculty members. Doctoral students who teach as an adjunct at Pace are eligible for this benefit. More information is available at: <https://www.pace.edu/human-resources/benefits-and-wellness/education/part-time-faculty>.

Confidentiality

The completed application and its supporting documentation becomes the property of the Doctoral Program. We will neither return it to you nor submit it to other individuals or organizations. We will maintain confidentiality of the application information. For accepted students, the admission materials become part of their permanent academic file. The program retains rejected and incomplete application files for one year.

All information provided in an

application must be correct, complete, and accurate. Any misrepresentation or omission of facts from the application will justify a denial or revocation of admission or subsequent dismissal from the Doctoral Program. The program reserves the right to verify any or all information in applications.

Affirmative Action Policy

Pace University admits, and will continue to admit, students of any sex, handicap, race, color, or national and ethnic origin to all rights, privileges, programs, and