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**MILPARK
BUSINESS SCHOOL**



**QUALIFICATION: DOCTOR OF BUSINESS ADMINISTRATION (SAQA ID: 104778; NQF LEVEL 10)
MODE OF DELIVERY: CONTACT (MELVILLE CAMPUS)**

PROGRAMME PURPOSE

The purpose of the programme is to enable candidates to develop in-depth, advanced discipline-specific skills and applied competence in business administration to provide opportunities for continued personal intellectual growth, productive economic activity and making a rewarding contribution to society.

In addition, the programme aims to empower candidates to solve complex business-related problems in a focused way and to effectively manage and allocate resources, to communicate effectively, and to contribute to knowledge and socio-economic transformation in a responsible and ethical manner.

Furthermore, the programme endeavours to provide South Africa with highly skilled individuals, particularly from disadvantaged communities in business administration, in order to ensure that the leadership base of innovative and knowledge-based economic and scholarly activity is strengthened and diversified.

PROGRAMME OUTCOMES

1. Independently design a research project and execute such a project.
2. Apply advanced scientific methods responsibly.
3. Efficiently manage the collection, organisation and analysis of relevant information.
4. Analyse theory and practical problems in order to contribute to the existing body of knowledge related to a specific aspect of business administration.
5. Contribute to the development of new theories, models and/or practices.
6. Conduct further academic research independently in order to contribute to local research output.
7. Author and present technical reports to professional audiences including business and government.

PROGRAMME STRUCTURE

The Milpark DBA consists of two distinct phases, namely (1) Proposal (initial and final), (2) Candidacy. Each of these phases is described in detail below.

Proposal phase:

The proposal phase is split into two parts, namely initial proposal (concept) and final proposal with defence. Applications for the initial stage will be considered twice per annum, 31 October for the following January intake, and 30 April for the following mid-year (July) intake. Applicants will be required to upload the following documents in the application process:

- Application form (online)
- Comprehensive curriculum vitae (CV)
- Academic transcripts and copies of qualification certificates
- Biographical essay covering motivation and rationale for wanting to undertake doctoral studies.

Once you have been admitted and registered for the initial proposal phase, you will be required to submit your initial proposal. The initial proposal of the intended research needs to be written in academic language and forms a very important part of the application documentation to be submitted. The initial proposal serves to demonstrate research ability at doctoral level, and to evaluate early on whether the intended research is viable and justifies doctoral research. It also serves to determine whether the research concept has been well thought through and whether it demonstrates commitment and suitability to the programme. The initial proposal should not exceed 4 500 words, excluding the reference list, and the prescribed template has to be used. This proposal will be considered by the Doctoral Research committee, which will make a decision on whether the student may proceed to the final proposal. The structure of the initial proposal must be submitted in the template which will be provided on registration.

Successful applicants will be eligible for registration onto the final proposal phase. Students now need to work towards preparation and submission of a full research proposal in the prescribed template, culminating in the defence of the final proposal with the Proposal Assessment Panel. A provisional supervisor is allocated to the student to provide guidance in the crafting of the proposal, and defence of the proposal has to take place no later than one year after registration. During this phase, students also have to attend a compulsory Advanced Research Methodology workshop.

Candidacy phase:

Students who successfully defended their final proposals will be eligible to progress to and register onto the candidacy phase. It is only from this point that a student is registered as a doctoral candidate. Under the guidance of a supervisor, the candidate will work towards the writing up and submission of a doctoral thesis. The minimum registration period is two years, and the maximum time allowed for completion is four years. During this phase candidates will also have to attend at least two colloquiums per year where they present their progress to a panel. The candidacy phase culminates in the submission of a thesis which is assessed by three examiners, followed by an oral defence of the thesis (viva voce) before final endorsement.

The module codes are indicated below.

Phase	Code
Phase 1:	
DBA Initial Proposal	DBAIPR-10
DBA Final Proposal	DBAFPR-10
Phase 2:	
DBA Year One	DBA001-10
DBA Year Two	DBA002-10
DBA Year Three (if applicable)	DBA003-10
DBA Year Four (if applicable)	DBA004-10
DBA Thesis for Examination	DBATEX-10
DBA Submission of Bound Thesis	DBASBT-10

ADMISSION REQUIREMENTS

The minimum admission requirement is an appropriate Master's degree.

Recognition of Prior Learning (RPL)

Milpark admits a small number of students onto its programme via Recognition of Prior Learning (RPL). Applicants interested in applying via RPL will be considered individually by the Doctoral Research Committee.

Foreign students

Foreign applicants whose first language is not English are required to provide proof of proficiency in English prior to admission to the qualification. Foreign students who do not hold a South African matric certificate must present a matric verification from the South African Matriculation Board on application.

ACCESS TO TECHNOLOGY

Students will need to access online resources and to communicate with the institution and with the supervisor.

Minimum system requirements

1. Reliable broadband internet access
2. Firefox/Internet Explorer/Chrome web browser
3. Microsoft Word
4. PDF Viewer
5. Ability to scan and upload documents
6. Email/Cellphone for notification and communication.

STUDENT SUPPORT

Library access

The Milpark Library provides access to e-books in a virtual library called Cyberlibris (Scholartext). Lecturers may create smart bookshelves per course or module for students to access (these shelves can contain prescribed and recommended books). Students can also create their own personal smart bookshelves containing resources for their studies. Having access to a digital library means that thousands of students can access books and resources from anywhere at the same time online. There is no need to do reservations and requests, and no limit on the time a student has to access a book. With the implementation of Cyberlibris, students also have access to full-text resources via ProQuest (global), Ebsco (global) and Sabinet (South African publications) to assist with research and to enrich their learning experience. Access to the Library is included in the module fee.

Supervision

Students receive guidance from a qualified and experienced supervisor once the final proposal phase commences. Supervisors will assist students on a one-to-one basis for the duration of the research and writing up of the thesis.

RULES OF PROGRESSION

Students have to pass the DBA Initial Proposal (DBAIPR-10) in order to enrol for the Final Proposal (DBAFPR-10). The proposal phase has to be completed successfully in order to be admitted onto the Candidacy phase (DBA001-10). (See programme structure above for detail.)

ASSESSMENT

Each phase following initial admission has to be successfully passed as follows:

Proposal phase: Assessment consists of two parts, namely submission of the final proposal and defence of the proposal with the Proposal Assessment Panel.

Candidacy phase: Assessment consists of two parts, namely submission of the thesis for marking and defence of the thesis with the DBA Thesis Assessment Panel (*viva voce*).

DURATION

The proposal phase generally takes one year to complete. Only after successfully passing the proposal phase does a student become eligible for registration as a DBA candidate, from when two years' minimum registration, and maximum four years take effect.

CERTIFICATION

On successful completion of the qualification, the student will receive a Doctor of Business Administration (DBA), NQF Level 10 (Credits: 360). The Doctor of Business Administration is accredited by the Higher Education Quality Committee of the Council on Higher Education (CHE).

FURTHER STUDIES

Students in this field may consider post-doctoral research fellowships with higher education institutions and universities.

PRICING

The annual registration fee includes the Advanced Research Methodology workshop, supervision for the duration of the candidacy studies, panels and the assessment of the proposal and thesis. Library services are also included in the annual registration fee.

Additional services such as statistical services and unique software as well as editing will be for the account of the student.

DISCLAIMER

The content of this brochure is accurate at the time of going to print. Milpark Education reserves the right to change the programme content due to changes in legislation, market requirements and other reasons. Notice of such changes will be published on our website.

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