

# UNIVERSITY OF ST. GALLEN

## Fact sheet for admission to the Ph.D. programme in Organisation Studies and Cultural Theory (DOK) of the University of St.Gallen

### 1. Overview of procedures

An application to study in the Ph.D. programme in Organization Studies and Cultural Theory involves a formal admission procedure and the designation of a thesis committee for your thesis project. Thereafter the DOK Programme Committee will make a decision concerning your definitive admission. You may be invited for a meeting.

The admission conditions are stipulated in Section IV of the 2017 Award Regulations for Doctor's Degrees. The formal application procedure is run through the Admissions Office and the PhD Office. Further information can be found through the following link:

- <https://www.unisg.ch/en/forschung/doktorat/organisationundkultur/zulassung>

This fact sheet provides information about the designation of a thesis committee, and there are suggestions about how to engage supervisors.

### 2. Designation of the thesis committee

#### *Bases*

Applications are contingent upon a *letter of recommendation* from a supervisor (Art. 16, 2017 Award Regulations). Depending on the student's subject, a co-supervisor has to be designated when the application is submitted (cf. below).

The general requirements for faculty members to act as supervisors or co-supervisors are stipulated in Arts. 9 to 13 of the 2017 Award Regulations.

#### *Possible supervisors*

The DOK is a joint Ph.D. programme of two faculties: the School of Humanities and Social Sciences (SHSS) and the School of Management (SoM). Various members of these Schools constitute the DOK faculty. They can be found at

- <https://www.unisg.ch/en/forschung/doktorat/organisationundkultur/dozierende>

Either the supervisor or the co-supervisor must be a member of the DOK faculty (Art. 13, 2017 Award Regulations). If the supervisor is not a member of the DOK family, then the co-supervisor has to be. In this case, it is imperative that the co-supervisor's name is indicated under the relevant point in the letter of motivation.

#### *Possible research topics*

The programme attracts a great number of doctoral students. Many faculty members are reaching the limits of their capacity. It is recommended that you should consider the points indicated below when you are looking for possible supervisors.

You should take your bearings from the DOK's existing research foci. Possible thematic foci can be found on the DOK faculty members' personal web pages.

Past DOK courses also provide suggestions for possible research options. You can find these, as well as the contents of the courses, in the official course directories:

- <https://www.unisg.ch/studium/vorlesungen/veranstaltungsverzeichnisse>

### *Engaging members of the thesis committee*

Some institutes have special regimes for the admission of doctoral students. You can find this information on the relevant institute websites.

If you are not in contact with a possible supervisor, it is recommended that you approach possible contacts by e-mail. Please have it checked in advance whether you satisfy the admission requirements. It is advisable to mention a specific relationship between the addressee's research foci and your own research project in this letter.

If your idea is already at a more advanced stage, you may also include a brief project outline.

Such a project outline should not exceed two to three pages (600-800 words). Ideally, it contains information about

- a) the problem framework and the relevance of the planned Ph.D. thesis,
- b) the specific question,
- c) the methodology of the examination,
- d) the essential literature envisaged or already consulted.

You should not contact several people at the same time; this is regarded as undesirable.

### *Course of action when the search for a supervisor proves difficult*

It is recommended that you allow for a sufficiently long period of time for the search for a supervisor. The number of theses which a faculty member can supervise is limited. The designation of the thesis committee may take more than one semester. The PhD Office is responsible for any possible extensions of the registration deadline.

If you have any questions, do not hesitate to contact the Executive Director of the DOK ([dok@unisg.ch](mailto:dok@unisg.ch)).