

**Doctor of Business Administration DBA**

# Application

I confirm my definite enrollment in

the Doctor of Business Administration DBA track at Silpakorn University (please see Comment 1 below under 'Registration and admission')

**Application deadline:** April 15, 2024

I wish to acquire the diploma "MAS International Management" while completing the DBA.

Please register me in the following courses (tick one course per module; if not otherwise indicated, the courses are conducted in English)

**Module 1**

CAS International Management  
(Joint Study Weeks Lucerne) (obligatory)

**Module 2**

Joint Study Weeks Bangkok (obligatory)

**Module 3A**

Start in  2025 /  2026

CAS Betriebswirtschaft (in German)  
 CAS Leading Global Teams and Projects (CAS LGTP)  
*Please mark on the right which three International Weeks you would like to attend as part of the CAS LGTP.*

other

**Module 3B (if applicable) / Selection of International Weeks CAS LGTP**

(additional) focus subject of the CAS Betriebswirtschaft (in German)

International Week Vancouver, Canada  
 International Week Constance, Germany (in German)  
 International Week Bangkok, Thailand  
 International Week San Sebastian-Bilbao, Spain

I wish to transfer credits from a previous MBA, EMBA or MAS degree. I have consulted the eligibility criteria for credit transfer and am submitting copies of my diplomas and transcripts (not possible for candidates who wish to acquire the diploma "MAS International Management" while completing the DBA).

**Module 4**

DBA-Proposal  
 MAS International Management-Thesis (obligatory for candidates who wish to acquire the diploma «MAS International Management» while completing the DBA)

All information will be treated confidentially.

In addition to your first name, your surname and your preferred email address for correspondence, all information marked with an \* will appear on a list of participants, which is then shared with the participants. If you wish for your personal information marked with an \* to not be used for this purpose, we kindly ask you to let us know via email. In this case, your information marked with an \* will not appear on the list of participants.

## Home address

Mr  Ms

Surname	<input type="text"/>	First name	<input type="text"/>
Street/Number*	<input type="text"/>	Postal code, City*	<input type="text"/>
Telephone*	<input type="text"/>	Mobile*	<input type="text"/>
Country*	<input type="text"/>	E-Mail*	<input type="text"/>

## Business address

Company*	<input type="text"/>	Department	<input type="text"/>
Street/Number*	<input type="text"/>	Postal code, City*	<input type="text"/>
Telephone*	<input type="text"/>	E-Mail*	<input type="text"/>
Position*	<input type="text"/>	Since	<input type="text"/>
Country*	<input type="text"/>		

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## Personal Data

Date of birth*	<input type="text"/>	Social Insurance Number	<input type="text"/>
Nationality	<input type="text"/>	Place of origin	<input type="text"/>
Highest education degree	<input type="text"/>	Year highest degree was completed	<input type="text"/>
Institution & country *	<input type="text"/>		<input type="text"/>

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## Administration

**Address for invoice**       Home                       Business  
**Address for correspondence**       Home                       Business

Required documents (documents need to be in English)

- Curriculum Vitae
- Copy of full set of diplomas, certificates and transcripts
- Copy of evidence of your English language skills (formal certificate needed from all candidates, not older than two years at the time of attending Module 2; see website for requirements, and please consult Comment 1 below under 'Registration and admission')
- Copy of passport
- Portrait photo in electronic form (JPG, 300dpi)
- Reflection Letter I: Education (approximately one page) How do you think your previous education prepared you for pursuing a doctorate degree?
- Reflection Letter II: Research Methods (approximately one page). How would you describe your current level of expertise when it comes to conducting research (i.e. research methods, academic writing)?
- Reflection Letter III: Career (approximately one page): How would you describe the fit of your career path with your intention to pursue a doctorate degree? How did your professional experiences prepare you? How do you intend to make use of your doctorate degree in your professional context?
- Research Agenda (approximately three pages): How would you describe your idea for a research topic to be pursued over the course of your doctorate degree? How do you intend to pursue this and what are your objectives?

**How did you hear about the Doctor of Business Administration?**

Website       Internet       Recommendation       Social Media       Advertising       Manager       Other

I consent to receiving regular information about news, offers and events from the Lucerne University of Applied Sciences and Arts

**Data protection notice of the Lucerne University of Applied Sciences and Arts**

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## Contractual terms

### Registration and admission

After receipt of the completed written application, you will receive a confirmation that your application has been received. Between mid-April and mid-May, you will be interviewed by an Admission Board – based on the materials you submit with this application – to evaluate the fit of your application with the DBA program. You will receive final confirmation of your admission mid-May the latest. If the number of eligible applications exceeds the number of available places, the heads of program may postpone individual applications. These candidates will then be offered a place for the next program start. Further, the selection process will take into account the aim of creating a balanced class composition. Ultimately, the heads of program take the final decision on the acceptance of applications. If the number of applications is too low, the heads of the program can postpone or, if necessary, cancel the program. The applicants will be informed of this decision shortly after the application deadline.

**Comment 1:** Final admission to the Doctor of Business Administration DBA program at Silpakorn University will be decided upon by Silpakorn University approximately 10 months after the application deadline. Also, additional documents need to be submitted at that time of admission to Silpakorn University. Please consult the website for an up-to-date overview of the additional requirements and documents. These additional requirements and documents are defined by Silpakorn University and are under its jurisdiction. The final decision of admission to the Doctor of Business Administration DBA therefore rests with Silpakorn University alone. However, based on this application and the documents you submit with it, Silpakorn will already evaluate whether you meet the general admission criteria, and will provide you with a result regarding your general admissibility shortly after the application deadline.

### Terms of payment and services

The tuition fees are billed separately by the Lucerne University of Applied Sciences and Arts and Silpakorn University. The tuition fees at the Lucerne University of Applied Sciences and Arts correspond with the fees for the respective program components selected. Apart from the CAS-programs (see respective CAS websites), the fees are: Module 2 = CHF 6'500; Module 3B = CHF 1'900; Module 4 = CHF 5'300. The tuition fees at the Lucerne University of Applied Sciences and Arts are invoiced as follows: (1) for the CAS-programs selected according to the information provided on the online registration form or by the program assistant; (2) for Modules 2 and 3B in full, approximately six weeks prior to attendance; (3) for Module 4 in full approximately six weeks after the application deadline (April 15, 2024). The tuition fee at Silpakorn University amounts to USD 15,350 for the regular three years of your doctorate studies, and an additional USD 5,000 if you need more time (extension to a maximum of five years possible).

Costs pertaining to accommodation, travel and food are the responsibility of the participant and are not included in the tuition fee. Corporate rates for hotels or hotel recommendations will be provided if available.

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**Cancellations and alternative modes of teaching**

Cancellations received prior to the application deadline must be submitted in writing and will result in an administrative fee of CHF 350. In the case of cancellations received after the application deadline, the entire course fees for Modules 1, 2 and 4 are due. Further, any pre-paid travel and accommodation costs incurred will not be reimbursed. Participants are responsible for ensuring that they have adequate insurance coverage.

To ensure the security of staff and students, the program or program components will be canceled or taught online if the Swiss Federal Department of Foreign Affairs, the Swiss Federal Office of Public Health, the respective government agencies of the destination country or the higher education institution(s) running a respective program or program component issue exceptional and specific travel warnings for the respective destination abroad for the duration of the program abroad. If the program needs to be canceled as a result of such travel warnings, students can re-apply to the program or program components without additional fees, but need to cover the cancellation fees for their travel and accommodation. If the program needs to be taught online as a result of such travel warnings, this application and its contractual terms remain valid; students need to cover the cancellation fees for their travel and accommodation. Without exceptional and specific travel warnings for the respective destination abroad as specified above, the program will proceed as planned.

**Completion requirements**

A prerequisite for the successful completion of the assignments, grading and issuing of a (MAS International Management and) Doctor of Business Administration DBA degree is regular attendance in class (fewer than 20 % absences) and the successful completion of all modules required for the degree. The attendance of the DBA-Colloquia is obligatory (virtual attendance possible; see website for dates and times).

**Declaration**

I hereby confirm that I have completed all forms truthfully and have studied the contractual conditions. I am aware that the Doctor of Business Administration DBA must be fully attended and represents an additional burden on work, family and leisure time.

Location, date

Signature

Send the signed application form and the required documents by post to the following address so they are received by the application deadline.

**Lucerne University of Applied Sciences and Arts – Business, Institute of Business and Regional Economics IBR, Ms Céline Meyer,  
Zentralstrasse 9, CH-6002 Lucerne, Switzerland**

**Questions: celine.meyer@hslu.ch or T +41 41 228 99 23**