Handbook of Ph.D. in Business Administration
With International Emphasis
2022-2023

Strome College of Business

Old Dominion University

* Students are held individually responsible for the information contained in the Handbook. Failure to read and comply with university regulations will not exempt students from whatever penalties they may incur.
Contact Information

Information about the program including this brochure is available on the program web page at: www.odu.edu/business/academics/graduate/scb-phd

Information and forms concerning application are available on the Admissions web page at: https://odu.edu/graduateschool/forms

Information and forms concerning graduate student financial aid are available on the Admissions web page. https://www.odu.edu/tuition-aid/tuition

Information about on-campus housing may be obtained from the Housing and Residence Life web page at: https://www.odu.edu/housing

For more information about the program, please contact the Graduate Program Director at 757-683-3587.

Ph.D. in Business Administration
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<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Information</td>
<td>1</td>
</tr>
<tr>
<td>Table of Contents</td>
<td>2</td>
</tr>
<tr>
<td>Old Dominion University</td>
<td>3</td>
</tr>
<tr>
<td>The College of Business and Public Administration</td>
<td>4</td>
</tr>
<tr>
<td>The Ph.D. in Business Administration Degree</td>
<td>5,6</td>
</tr>
<tr>
<td>Admission Requirements</td>
<td>7</td>
</tr>
<tr>
<td>Coursework</td>
<td>8</td>
</tr>
<tr>
<td>Finance Curriculum</td>
<td>9</td>
</tr>
<tr>
<td>Information Technology/Supply Chain Management Curriculum</td>
<td>10</td>
</tr>
<tr>
<td>Marketing Curriculum</td>
<td>11</td>
</tr>
<tr>
<td>Strategic Management Curriculum</td>
<td>12</td>
</tr>
<tr>
<td>Written Comprehensive Examination</td>
<td>13</td>
</tr>
<tr>
<td>Oral Examinations</td>
<td>13</td>
</tr>
<tr>
<td>Dissertation Requirements</td>
<td>14</td>
</tr>
<tr>
<td>Oral Dissertation Defense</td>
<td>14</td>
</tr>
<tr>
<td>Academic Information</td>
<td>15</td>
</tr>
<tr>
<td>Student Services</td>
<td>16</td>
</tr>
</tbody>
</table>
Old Dominion University

Old Dominion University had its formal beginning in 1930 as a branch of the College of William and Mary and has since matured into an independent state institution with more than 24,640 students. The 200-acre campus is bounded on two sides by the Lafayette and Elizabeth rivers; its northern section reflects the influence of the College of William and Mary in its Georgian architecture, stately trees, and basket-weave brick walks. The southern section of the campus includes an eight-acre mall bordered by most of the University’s academic buildings.

Old Dominion University is located in Norfolk, Virginia, the center of a metropolitan area with a population of approximately 1.5 million. Norfolk is the hub of the world’s largest natural harbor and is regarded as a national leader in business and industry. As part of a major recreational area known for its beaches and historical landmarks, Norfolk also profits from its relationship with the Navy and its proximity to Washington, D.C. and the Outer Banks of North Carolina.

Old Dominion University is composed of six colleges: Arts and Letters, Strome College of Business, Darden College of Education, Batten College of Engineering and Technology, Health Sciences, and Sciences.
Strome College of Business

From the University's inception in 1930, the study of business has been a popular curriculum. When the first bachelor's degrees were awarded in 1956, fourteen of the fifteen degrees were to students with a concentration in business. In 1961, the School of Business was established, the first autonomous school on campus. The graduate program began in 1964 with the master of business administration degree. In August 1986, when the Department of Urban Studies and Public Administration was transferred from the School of Arts and Letters, the official designation became the College of Business and Public Administration. The college was named the Strome College of Business in 2014. The Graduate School of Business and the School of Public Service administer the graduate programs of the College. Graduate degrees in business administration, accounting, economics, public administration, and urban studies are offered.

The College is distinguished in the following ways:

- Accredited by AACSB International and NASPAA. AACSB Accreditation represents the highest standard of achievement for business schools worldwide. Less than 5% of the world's 13,000 business programs have earned AACSB Accreditation.
- Sponsors student chapters of nine professional business organizations as well as honor societies of Beta Alpha Psi, Beta Gamma Sigma, and Omicron Delta Epsilon.
- Assigns major emphasis to the international dimensions of business and develops relationships and exchange opportunities with foreign institutions for faculty and students.
- Oversees the Center for Insurance and Financial Services which is supported by an endowment of more than $600,000 provided by area firms and professionals.
- Receives active support for faculty and students from its alumni, more than half of whom reside within a 100-mile radius of the campus.
- Leads the University in interaction with the business community in Hampton Roads, which is the 28th largest population center in the nation.
THE Ph.D. IN BUSINESS ADMINISTRATION DEGREE

Introduction

The program stresses academic competence through preparation in a major field of business administration combined with a major emphasis on international business that includes course work, research, and exposure to a foreign language. In addition, competence must be demonstrated in economics and quantitative areas which provide necessary research and methodology tools.

The program of study is personalized in order to meet the specific interest of the doctoral student, his/her general academic preparation and professional experience, and the expectations of both the faculty and candidate. A graduate with the educational experience outlined above will have met the highest standards for advancement in his/her chosen area of interest.

International Orientation: The Ph.D. program is designed to reflect the globalization of business functions. The major objective is to develop globally-oriented scholars. The curriculum imparts intensive international orientation throughout all facets of the program.

Inter-functional Integration: The program is designed to achieve integration among business administration’s separate functional discipline areas of finance, information technology, marketing, and management, especially in the global business context.

Functional Specialization: The program provides for functional specialization by offering four curriculums; marketing, finance, Strategic Management and Information Technology/Supply Chain Management.

Research Thrust: The program trains students in advanced business research methodological skills. This is accomplished through a nine-hour core methodology course requirement and an additional three-hour methodology requirement in the candidate’s functional specialization area.

Interdisciplinary Approach: To impart the interdisciplinary character to the international business orientation of the program, provision is made for six hours of interdisciplinary course work to meet each candidate’s specific dissertation needs.
**Program Length and Residency**

A well-qualified individual who enters the program with all prerequisites satisfied and who enrolls in full-time coursework may complete the coursework in two years and the degree requirements in three to four years. The degree program must be completed within eight years after initial enrollment in the program and each student must complete at least two semesters in full-time residency prior to candidacy, not including summer sessions. Full-time residency is defined by the University as being enrolled for at least nine credit hours during a semester.

**Dissertation**

After successful completion of written and oral comprehensive examinations, the student is admitted to degree candidacy and begins dissertation research. The dissertation represents the final stage of the doctoral program and provides evidence of the candidate's ability to effectively initiate, conduct, and complete scholarly research.

**Financial Aid**

In our program all new applicants are considered for teaching/research assistantships. Tuition is waived for research and teaching assistantship recipients, who have completed a master's degree, are admitted as degree-seeking students, and who are enrolled as full-time students. In addition to the financial aid offered by the University, graduate students may be eligible for aid administered by other agencies.
Admission Requirements

Students wishing to apply to the Ph.D. program must complete the Old Dominion University graduate application form, which is available online. The deadline for receipt of the application and credentials is March 1st for enrollment in the following fall term.

Credentials
It is expected that the Ph.D. applicant will have an MBA degree, or equivalent, from an accredited business program. The applicant must submit official copies of transcripts from all institutions of higher education attended, official scores at or above 600 on the Graduate Management Admission Test or equivalent score on the Graduate Record Exam, and three letters of recommendation (suggested: two academic and one professional).

Goals Statement
The applicant should submit a statement of goals, approximately 2-3 pages, on how the completion of the doctoral program will assist in achieving personal and professional career goals. Include the discipline for which you are applying. The goals statement will be assessed on the basis of writing proficiency and content.

Resume
The applicant must submit a concise professional and/or academic resume which highlights both past and current experiences and training.

Interview
After submission of application and credentials, the Ph.D. applicant is advised to arrange for a personal interview with the program director and major department Ph.D. representative. However, it is recognized that some applicants may be unable to visit the university for a personal interview. In such cases, a telephone/skype interview may be conducted.

The Admission Process
The application and all credentials are submitted directly to the Office of Graduate Admissions or International Admissions. During the latter part of February and the month of March, completed student files are forwarded to the Ph.D. Program Director for initial screening. Admission decisions are made by the Ph.D. Program Director in close consultation with the Doctoral Advisory Committee in Business Administration. Suggested quantitative guidelines for regular admission to the Ph.D. program are a 3.5 grade point average (on a 4.0 scale) for all prior graduate work and a GMAT score of 600 or higher, taken within the past five years. Qualitative measures include the letters of recommendation, goals statement, resume, and interview; such measures will be evaluated based on the applicant’s abilities and motivation to succeed in the doctoral program.

If the Ph.D. applicant is approved for regular admission, he/she is officially admitted. The Ph.D. program director notifies both the student and the Office of Admissions and maintains the student’s records. In very rare cases, a candidate may be admitted provisionally into the program and admission regularized upon satisfactory completion of the conditions set forth in the acceptance letter from the Ph.D. in Business Administration Program Director.
COURSEWORK

Prerequisites (Variable credit hours)
Students without sufficient quantitative background (e.g., calculus, matrix algebra and statistics) will be required to take, as prerequisites, course work in these fields. Often, this can be accomplished in the summer preceding entrance into the program. The student without an MBA degree must take the following breadth-level MBA courses prior to the doctoral courses: Accounting for managers (ACCT 601), Global and Applied Macroeconomics (ECON 612), Financial Management (FIN 605), Organizational Management (MGMT 602), and Marketing Management (MKTG 603). Therefore, it is not unusual that satisfying foundation requirements extends the student’s time of study by as much as a year or more.

In addition to the previous prerequisites, those students pursuing the Finance concentration need to take Mathematical Economics (ECON 625).

The following is the program outline for a full time student. However, all students will be assigned to an advisor who will monitor the student’s progress and guide them through the program.
Ph.D. BUSINESS ADMINISTRATION DEGREE PROGRAM OUTLINE
FINANCE CURRICULUM

FIRST YEAR

FALL
- BUSN 800 International Business Seminar (3 hrs)
- ECON 700 Econometric Theory & Modeling (3 hrs)
- FIN 864 Empirical Asset Pricing (3hrs)

SPRING
- ECON 806 Econometrics I (3hrs)
- FIN 861 Seminar in Investments (3 hrs)
- FIN 865 Financial Econometrics Methods (3hrs)

SECOND YEAR

FALL
- FIN 860 Seminar in Financial Theory (3 hrs)
- ECON 808 Econometrics III (3 hrs)
- FIN 862 Seminar in International Finance (3 hrs)

SPRING
- MKTG 826 Seminar in International Marketing Strategy (3 hrs)
- FIN 863 Seminar Current Financial Topics (3 hrs)
- MGMT 821 Seminar in International Strategic Management (3 hrs)

Note: International Comprehensive Examination to be taken at the end of Spring Semester in the second year of the program.

Field Comprehensive Examination to be taken in mid-July of the Summer Semester in the second year of the program.

THIRD YEAR & FOURTH YEARS

Work on dissertation research (total of 12 credits of FIN 899 required to graduate)
Ph.D. BUSINESS ADMINISTRATION DEGREE PROGRAM OUTLINE
Information Technology/Supply Chain Management

FIRST YEAR

FALL
- BUSN 800 International Business Seminar (3 hrs)
- BNAL 700 Linear Methods, Business Decisions (1 hr)
- BNAL 711 Multivariate Stat Methods, Business (3 hrs)
- IT 800 Theoretical Foundation in Information Systems Research (3 hrs)

SPRING
- BNAL 712 Advanced Statistical Methods in Business Research (3 hrs)
- MKTG 826 Seminar in International Marketing Strategy (3 hrs)
- IT 850 Enterprise Architecture & Computing Algorithms (3 hrs)

SECOND YEAR

FALL
- IT 891 Seminar in Business Intelligence (3 hrs)
- IT 890 Seminar in Business Process & Enterprise Systems (3 hrs)
- FIN 862 Seminar in International Finance (3 hrs)

SPRING
- IT 892 Seminar in Knowledge Management (3 hrs)
- MSCM 893 Seminar in Supply Chain E-Business Environment (3 hrs)
- IT 895 Selective Topics in Management Information Systems (3 hrs)
- MGMT 821 Seminar in International Strategic Management (3 hrs)

Note:
- International Comprehensive Examination to be taken at the end of Spring Semester in the second year of the program.
- Field Comprehensive Examination to be taken in mid-July of the Summer Semester in the second year of the program

THIRD & FOURTH YEARS

Work on dissertation research (total of 12 credits of IT 899 required to graduate)
Ph.D. BUSINESS ADMINISTRATION DEGREE PROGRAM OUTLINE
MARKETING CURRICULUM

FIRST YEAR

FALL
- BUSN 800  International Business Seminar (3 hrs)
- BNAL 700  Linear Methods, Business Decisions (1 hr)
- BNAL 711  Multivariate Stat Methods, Business (3 hrs)
- MKTG 801  Marketing Theory Seminar (3 hrs)

SPRING
- BNAL 712  Advanced Statistical Methods in Business Research (3 hrs)
- MKTG 826  Seminar in International Marketing Strategy (3 hrs)
- MKTG 802  Seminar in Marketing Concepts/Issues (3 hrs)

SECOND YEAR

FALL
- MKTG 803  Seminar in Consumer Behavior (3 hrs)
- MKTG 813  Fundamentals of Survey Research (3 hrs)
- FIN 862  Seminar in International Finance (3 hrs)

SPRING
- MKTG 827  Seminar in Marketing Strategy (3 hrs)
- MKTG 814  Seminar in Advanced Marketing Methodology (3 hrs)
- MGMT 821  Seminar in International Management (3 hrs)

Note: International Comprehensive Examination to be taken at the end of Spring Semester in the second year of the program.

Field Comprehensive Examination to be taken in mid-July of the Summer Semester in the second year of the program.

THIRD & FOURTH YEARS

Work on dissertation research (total of 12 credits of MKGT 899 required to graduate)
Ph.D. BUSINESS ADMINISTRATION DEGREE PROGRAM OUTLINE
STRATEGIC MANAGEMENT CURRICULUM

FIRST YEAR

FALL
BUSN 800  International Business Seminar* (3hrs)
ECON 700  Economic Analytics (3hrs)
MGMT 836  Corporate Strategy Seminar (3hrs)

SPRING
ECON 806  Econometrics I (3hrs)
MGMT 835  Organizational Theory (3hrs)
MKTG 826  Seminar in International Marketing Problems* (3hrs)

SECOND YEAR

FALL
FIN 862  Seminar in International Finance* (3 hrs)
ECON 808  Econometrics III (3hrs)
MGMT 838  Strategic Entrepreneurship Seminar (3hrs)

SPRING
MGMT 821  Seminar on International Strategic Management* (3hrs)
MGMT 890  Advanced Topics in Strategy (3hrs)
MGMT 837  Business Strategy Seminar (3hrs)

Note: International Comprehensive Examination to be taken at the end of Spring Semester in the second year of the program.
Field Comprehensive Examination to be taken in mid-July of the Summer Semester in the second year of the program.

THIRD & FOURTH YEARS

Work on dissertation research (total of 12 credits of MGMT 899 required to graduate)
WRITTEN COMPREHENSIVE EXAMINATIONS

Purpose
The examinations qualifying the student for candidacy for the Ph.D. degree is comprehensive and tests the student’s knowledge of subject matter in the international business and major area or concentration. Because successful completion of the examinations allows the student to pursue a dissertation, the examinations focus on the student’s ability to develop, synthesize, analyze and apply important concepts and theories. In addition, it emphasizes recall of specific important arguments, approaches, proofs, and concepts from the literature in the area.

Timing
The written candidacy examinations will be taken after the completion of all course work requirements as listed in the plan of study. These examinations are composed of two parts: international business and area concentration. The examinations on international business (IB) include international business, management, marketing, and finance. Each of these examinations is expected to last approximately three hours. The examination on area concentration is expected to consume about eight to twelve hours. These examinations are regularly scheduled as follows: IB at the end of spring and area in the middle of summer semesters.

Examination Committee
The candidacy examinations are prepared and evaluated by the examination committees composed of the graduate faculty who are primarily responsible for teaching doctoral courses in international business and area concentration respectively. The Chair of each of the Examination Committees will communicate the results of the examinations to the student and the Ph.D. Program Director in writing. A student who fails any part of the written comprehensive examinations (i.e., international management, international marketing, international finance, and/or area concentration) on the first administration may retake the failed part(s) of the written examinations. Reexamination is allowed just once. The students who successfully completed written examinations are then permitted to take oral examinations.

Form Required
D3 – Result of Doctoral Examination or Requirement

ORAL EXAMINATIONS

Purpose
The oral examination follows-up the written international business and major area examination, and the student should be prepared to clarify answers which were given on the written examinations as well as answer additional questions on material that the examination committee feels appropriate.

Timing
The oral examination should be scheduled within two weeks of notification of the written examination results.

Evaluation
The Examination Committee members who participated in the written candidacy examinations usually participate in the oral examinations. The Examination Committee makes the final determination about the quality of the oral examination. Students who fail an oral examination of the first administration may be given a second chance. The student must pass all the written and oral examinations to be qualified for the candidacy of the Ph.D. degree in Business Administration. NO part of a candidacy examination can be passed conditionally, nor can a pass be made contingent upon doing additional work. The fact that the student has done well on written examination does not mean that the oral examination is a pro forma exercise.

Forms Required
D3 – Result of Doctoral Examination or Requirement

Forms Required After Comprehensive Exams and Before Dissertation Proposal
D2 - Appointment or Change of Doctoral Dissertation Committee
D9 - Advancement to Candidacy
DISSERTATION REQUIREMENTS

Dissertation Advisory Committee
Within two semesters after the student’s Examination Committee has certified that the written and oral examinations have been passed, the student must form the Dissertation Committee. The committee’s purpose is to supervise the selection of the dissertation topic, constructively critique the research methodology, and serve as a guiding body until the completion of the dissertation. Membership of the dissertation committee may overlap with the advisory committee if one has already been established (see the section under Student Advising in the graduate catalog). Faculty who agree to serve on a dissertation committee understand that they are committed to serving until the dissertation is completed.

The student selects a dissertation committee chair and may consult with the graduate program director for assistance in doing so. The committee chair must be full-time Old Dominion University faculty, be certified for graduate instruction at the highest level, and be an authority in the field of specialization of the proposed dissertation. Research faculty based in the University's research centers may also serve in the role of the chair when graduate certified at the appropriate level with a university department or school. Researchers or faculty at affiliated external research institutions may also serve in the role of the chair when specifically permitted by memoranda of understanding.

The dissertation committee chair, in consultation with the student, appoints a dissertation committee of at least three members who are graduate certified at the appropriate level and who have the academic backgrounds and research interests necessary to counsel, direct, and evaluate the student's proposed research and progress. At least two committee members must be full-time current ODU faculty members. At least one member must be from outside the student's department/school at ODU or a non-ODU academic or professional with special knowledge of the dissertation subject area. Faculty may not serve as the outside committee member in the department/school of their primary appointment. No more than one-third of the committee's membership can be individuals external to the University. The graduate program director approves the constitution of the committee. The dean of the college or designee approves the final constitution of the committee and ensures that all committee members are graduate certified.

External, adjunct, and/or emeriti faculty committee members may serve in the role of committee co-chair with the approval of the graduate program director and the dean or designee.

Emeriti faculty who were appointed to the committee while they were full-time faculty may continue to serve as one of the members after receiving emeritus status but cannot continue as chair of the committee although co-chairing is permissible. This or another replacement of the dissertation committee chair or any other substantial change in the composition of the dissertation committee initiated by the student may require that the reconstituted dissertation committee re-evaluate and re-approve the dissertation prospectus. Committee changes that occur outside of the student's control (e.g., faculty retirement, faculty loss of graduate certification) may or may not require a prospectus re-evaluation pending a discussion among the student, new and continuing committee member(s), and graduate program director.

Decisions to determine whether or not the dissertation prospectus, final dissertation written document, or oral defense of the dissertation passes must have the majority approval of the dissertation committee. All committee members sign where relevant on university forms reporting the dissertation outcomes.

Selection of Topic
With guidance from the committee, a candidate will select a topic and defend his/her proposal demonstrating the originality of the research, requisite literature review, and methodology to be employed. The committee will judge the merits of the proposal, making any suggestions and/or additions as deemed necessary. The topic is then approved in writing with copies of the proposal to the Program Director and dean of the College. After a successful defense of the proposal, the candidate will begin to conduct original research.

Research and Preparation
Research results and preliminary drafts of the dissertation will be provided to the committee by the student during the research phase. While in the dissertation stage, the student must continuously register for a minimum of 1 credit hour per semester including summers. The total number of credit hours for the dissertation shall be no less than 18 and no more than 24 credit hours. The Ph.D. candidate should be officially enrolled at the University in order to expect advice or assistance from the committee member. General regulations and procedures governing the submission of the doctoral dissertation are provided in the "University Guide for Preparation of Thesis and Dissertation" which may be obtained from the Office of Academic Affairs.
ORAL DISSERTATION DEFENSE

The final defense of the dissertation is the last requirement of the program prior to submission of the Dissertation. At least two weeks prior to the date of the defense, the student must schedule the dissertation defense with the Ph.D. Program Director’s office. The objective of the oral defense of the dissertation is to explore with the candidate the methodology and substantive contributions of the dissertation. Through this process, the examiners and the candidate reach a common understanding of the research area and can mutually agree upon its merits for publication. Majority approval of the examiners constitutes successful completion of the defense of the dissertation.

DISSERTATION EXPENSE RESPONSIBILITY

Preparing a dissertation requires a monetary expenditure, and costs may total several hundred dollars or more. Financing a dissertation is the candidate’s responsibility. Major costs could include data collection (including any required travel), software licenses, photography, photocopying, and interlibrary loans. With proper planning, these costs can be minimized. Depending on the nature of the candidate’s research topic, there may be dissertation funding from external sources available to help offset these costs.

Forms Required
D3 – Result of Doctoral Examination or Requirement
D5 - Thesis/Dissertation Acceptance and Processing

ACADEMIC INFORMATION

Responsible Conduct of Research Training

All students must complete the Collaborative Institutional Training Initiative (CITI) Responsible Conduct of Research (RCR) course. The course must be completed prior to the completion of 12 semester hours. Failure to meet this requirement results in a registration hold and shows up in Degree Works as an unfulfilled requirement, which can delay graduation.  https://www.odu.edu/impact/responsible-conduct-of-training

Continuance Regulation

Remaining in good standing after admission to the program is dependent upon satisfactory progress in doctoral coursework and faculty evaluations submitted to the Program Director. At a minimum, students must maintain a cumulative grade point average of 3.2 in all course work attempted at the University. Students who fall below this minimum standard will have one semester to remedy this deficiency. Further, any student will be dismissed from the PhD Business Administration program if (1) receives a grade lower than a “C” in course work, OR (2) earns more than three credit hours of grade “C” in course work.

Time Limitation

The Ph.D. program assumes that a well-qualified and prepared student can complete all degree requirements in four years of full-time work. The maximum time allowed to complete all degree requirements is eight calendar years from the date of enrollment in the program.

Residency Requirement

Doctoral study involves a devotion to independent study and interaction with faculty and other doctoral students to fully benefit from the experience. Our program is full-time for three years on campus.

Transfer Credit

In consultation with the faculty in the student’s major, on rare occasions, transfer credit might be approved at the discretion of the program director. A maximum of 12 credit hours of post-master’s-level graduate work might qualify to be applied toward completion of the requirements for the doctoral degree. The student should complete an “Evaluation of Internal/External Transfer Credits” form.

Waivers Using Previous Graduate Work

Upon approval of the Graduate Program Director in consultation with the faculty in the student’s major A maximum of nine semester hours of master’s-level graduate work earned at the University may be applied toward completion of the requirements for the doctoral degree, provided that a minimum of 30 discrete hours is counted toward the master's degree and a minimum of 48 discrete hours is counted toward the doctoral degree.
The previous course work must have been of B letter-grade quality or better, and must have been completed within the five years immediately preceding entry into the doctoral program.

**Course Loads**
The normal course load for a full-time student is nine (9) credit hours.

**Course Numbering**
Graduate courses in the Strome College of Business are offered at the 500-, 600-, 700-, and 800-level. Courses numbered 700/800 are available to both master's and doctoral level students. Ph.D. students should register at the 800-level when courses are jointly offered at two levels.

**Field of Study Change Requests**
The transition from one field of study to another is strongly discouraged and is only allowed under extenuating situations. Students must consult with their current Doctoral Program Field Coordinator before approaching the Doctoral Program Coordinator in the target field. The final decision on the transition will be made by the PhD Business Administration Graduate Program Director in consultation with the requester and both field coordinators.

**Job Market**
Students are strongly encouraged not to go on the job market before passing the dissertation proposal defense. Students should consult with their Doctoral Program Field Coordinator before going on the job market early.

**Continuous Enrollment**
After successful advancement to candidacy, all doctoral students are required to be registered for at least one graduate credit hour each term (fall, spring, and summer) until the degree is completed, including the semester in which they graduate.

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**STUDENT SERVICES**

**Financial Assistance**
On a case-by-case basis, full-time Ph.D. students are funded through graduate teaching or research assistantships, which currently carry a stipend of $18,000 for a nine (9)-month service period. Tuition is waived for students receiving assistantships at the doctoral level. Financial support for a candidate in the form of a graduate assistantship may be provided for a maximum period of four (4) years. Complete information regarding assistantships can be found in the University Catalog. Information regarding other types of financial aid (scholarships, grants, and loans) can be obtained from the Office of Financial Aid.

**Advising**
Ph.D. Students are initially advised by the program director. A Ph.D. Advisory Committee will need to be established. Please obtain a form from the Graduate Program Director’s office.

**Registration**
Pre-registration for currently enrolled students takes place in April for the summer and fall semesters and in November for the spring semester.

**Payment of Tuition**
Please check the current information in the Registrar’s Academic Calendar for the appropriate semester deadlines for payment of tuition. Failure to pay tuition on time will result in the student being dropped from coursework. 
[https://www.odu.edu/academics/calendar](https://www.odu.edu/academics/calendar)
University Library Privileges
https://www.odu.edu/library

Career Development Services
The Career Development Center has a counselor for business students seeking assistance with resume writing, resources, and job searches.

Computer lab
Ph.D. students may obtain a computer account and utilize the computers in the Constant Hall study carrels located on the second floor. High-Performance Computing info -

Graduate Forms
All graduate forms may be found on the Graduate School’s web pages.
https://www.odu.edu/graduateschool/forms

Graduation Procedures
Students must complete an application for graduation during the semester prior to graduation. Once degree requirements have been met, the Ph.D. student is certified for graduation by the Program Director and the Dean of the College. Old Dominion University conducts formal graduation ceremonies at the conclusion of the Fall and Spring Semesters. Students graduating in August may participate in either the May ceremony or the following December ceremony.

Commencement
https://www.odu.edu/academics/graduation-commencement/commencement https://www.odu.edu/academics/graduation-commencement/graduation