



Business School Lausanne

BBA, MBA, EXECUTIVE MBA, DBA

Member of the Lemania Group of Schools

REGISTRATION and CONDITIONS - DBA Program

Thank you for considering Business School Lausanne for your studies. This document will provide you with important information to starting the BSL DBA program.

Program Overview

The BSL DBA program is specifically designed for successful business practitioners interested in applying their knowledge and experience to the intellectual exercise of business research.

BSL's doctorate program takes into account the practicality of business and challenges candidates to develop business theories into practical proposals.

Thesis Topics

The BSL DBA is awarded on the basis of a thesis written under the guidance of a senior member of the BSL faculty. Though a candidate is free to choose a DBA thesis topic, we select, after detailed and careful evaluation, topics that contribute most significantly to new understanding and concrete applications in business. We give preference to topics that add value to the well-being of the business community, favoring issues involving practical considerations in ethics, sustainability, personal and professional development, corporate governance, and alternative business models.

Entry Date & Application Deadlines

We evaluate thesis proposals four times a year, in March, June, October, and December. Your complete file must be submitted before the first day of each evaluation month in order to be included in our evaluations. Selected projects are subsequently finalized in mutual agreement and a thesis advisor will be appointed enabling the start of the program.

DBA Admission Requirements

- EITHER a master's degree in business or in a business related area, from a recognized university or institution..
- OR significant work experience (for professionals over 40 years of age).

In addition, admission requirements include:

- The equivalent of 5 years of post-master professional working experience in a senior position of responsibility including management experience, adding up to a minimum total of 10 years of relevant professional experience.
- Fluency in English at a TOEFL level of 80 or equivalent.

DBA Admission Process

The BSL Admissions Committee will only review your application file once it is received completed. A completed application file must include the following documents:

- Application form fully completed and signed
- A one-page description of your thesis topic including an outline, hypothesis and general description of the subject domain
- Official Transcripts and copy of your College/University degree(s)
- Curriculum Vitae (overview of studies, relevant working experience and activities)
- A convincing motivation letter/essay highlighting:
 - your perspective on your professional future
 - reasons why you wish to undertake a DBA
 - why you believe BSL is the right school for you
- Two reference letters from current or previous employers
- Two passport photographs

Terms and conditions

1. Tuition fee and payment terms :

- Tuition fees for the BSL DBA Program: CHF 26'000.—

Additional fees:

Registration fees (non-refundable)	CHF	200.—
One-time membership fee to the BSL Alumni Association	CHF	300.—

- Fees are payable according to the following schedule:
 - Either one-time payment prior to the course start with a discount of CHF 1'000.—
 - or
 - 50% prior to the program start, 50% prior to the second year start

Please make all payments in favor of BSL, Lausanne IBAN no CH80 0076 7000 K090 7585 6 with Banque Cantonale Vaudoise, swift code BCVLCH2LXXX or IBAN no CH96 0024 3243 G056 9576 0 with UBS, swift code UBSWCHZH80A

2. Late payments:

- BSL reserves the right to withdraw DBA candidacy if the payment of the invoice has not been made in accordance with the payment deadline.
- Balances which remain outstanding beyond the deadline for payment may be subject to a 1% monthly interest charge.
- The diploma will only be released upon full settlement of the candidate's account.

3. Cancellation Procedure:

- If BSL has confirmed either Preliminary or Final Acceptance and the candidate has paid the fees but subsequently wishes to cancel the application, BSL has to be notified of this decision in writing and by registered mail.
- In the event of cancellations being received by BSL on or before the first day of the month preceding the first day of the semester in which the candidate is due to enter the program, BSL will be entitled to 12.5% of the fees due in respect of the entire program. Payments in excess of this percentage will be refunded.
- In the event of candidates cancelling their application after the first day of the month preceding the first day of the semester in which the candidate is due to enter the program, BSL will be entitled to 25% of the fees due in respect of the entire program. Payments in excess of this percentage will be refunded.

4. Leaving the program – Financial effects:

- If a candidate wishes to withdraw from the program for whatever reason, BSL has to be notified in writing as soon as possible. The year in which the notice is given and an administrative fee of CHF 4'000.—remain payable.
- If a candidate is asked to leave the school for academic/disciplinary reasons in accordance with the "Student Policy Manual" or due to unpaid fees, the fees are payable as indicated above.