

# APPLICATION PROCESS FOR PH.D. IN LEADERSHIP STUDIES

Applicants must have a master's degree from an accredited college, university, or seminary. The decision for admission is based on a candidate's overall qualifications in all of the following criteria, which indicate a likelihood of success in a doctoral program.

## CRITERIA FOR CONSIDERATION

- A cumulative GPA of 3.2 or higher on a 4.0 scale
- A score at the 50<sup>th</sup> percentile or higher on the GRE, GMAT, or Miller Analogies Test (MAT)
- A personal interview during a one-day Admissions Interview Event at DBU
- A completed Admissions Assessment Instrument
- Professional experience
- Recommendation Forms
- An employer letter of support

## ADMISSION REQUIREMENTS

The applicant must submit application packet items 1 through 8 listed below. Both the application packet items and the interview will be taken into consideration to determine if an invitation to study in the program will be extended to the applicant.

### *Admissions Packet Items*

- Official Transcripts.** The applicant must hold earned baccalaureate and master's degrees from an accredited college, university, or seminary, and must have a cumulative GPA of 3.2 or higher in master's coursework. Official transcripts of all earned credit leading toward both degrees must accompany the application. Transcripts from a university outside of the United States will need a course-by-course credential evaluation from an independent credential evaluation company.
- Application Fee.** A non-refundable application fee of \$50 must be included with the application.
- Entrance Examination Score.** The applicant must submit the Graduate Record Examination (GRE) with a score at the 50<sup>th</sup> percentile or higher. In lieu of the GRE, the applicant may submit the GMAT, MAT, or other nationally-recognized aptitude tests with comparable scores.
- Admissions Assessment Instrument.** The applicant must complete and submit the written Admissions Assessment Instrument, which will evaluate the applicant's long-range professional and scholarly interests and goals and potential for doctoral-level critical thinking and research.
- Professional Experience.** The applicant must submit, if applicable, a résumé that details the applicant's employment history. Completion of one or more years of full-time employment by the applicant is preferred. Individuals without prior work experience must complete six total semester hours of an internship.
- Recommendation Forms.** The applicant must include the designated recommendation forms (not a letter of recommendation) from each of the following three sources: (a) character or personal recommendation from the applicant's church minister, (b) an academic recommendation from a professor with whom the applicant studied at the master's level, and (c) a professional reference from a supervisor under whose oversight the applicant worked.
- Employment Letter of Support.** If the applicant is a full-time employee, a letter from the current employer indicating support of the applicant's intent to pursue doctoral studies while the professional relationship is maintained must be included with the application.
- F-1 Visa Students.** Please refer to the Ph.D. in Leadership Studies website ([www4.dbu.edu/leadership/phdleadership](http://www4.dbu.edu/leadership/phdleadership)) for additional international application requirements.

### *Admissions Application Interview*

The invited applicant must be present for a personal interview during a one-day Admissions Interview Event at DBU. The applicant will provide a writing sample and meet with department and Ph.D. program faculty to provide all parties with opportunities to assess the reciprocal compatibility of the program and applicant.

# DALLAS BAPTIST UNIVERSITY

## Ph.D. in Leadership Studies

### ADMISSIONS ASSESSMENT INSTRUMENT

Recent nationwide studies have shown that the successful completion of a Ph.D. course of study hinges upon a small cluster of critical factors. DBU's Ph.D. program faculty is committed to helping all of our Ph.D. students finish well. With this commitment as our goal, we have prepared the following Assessment Questionnaire to help us think through several key issues together. Please spend a day or two reflecting upon the following questions, one through six. As you prepare your answers, take no more than two typed pages per question to give us your thoughtful responses. Item number seven requests that you submit a copy of a graduate-level research paper in addition to reflection questions one through six. This completed Assessment Questionnaire will comprise one part of the Admissions evaluation.

1. Describe your life's purpose, vision, or mission statement as it may relate to the area of leadership.
2. DBU Mission Statement: The purpose of Dallas Baptist University is to provide Christ-centered quality higher education in the arts, sciences, and professional studies at both the undergraduate and graduate levels to traditional age and adult students in order to produce servant leaders who have the ability to integrate faith and learning through their respective callings.

Based upon your answer to the first question and the DBU Mission Statement above, how do you foresee that your participation in DBU's Ph.D. program will enhance your ability to fulfill your life's objectives?

3. As you reflect upon your professional goals and your greatest accomplishment(s) to date, discuss your strengths, interest, and abilities, and relate these to your academic goals.
4. Describe your relevant academic preparation and professional experience and explain how these have equipped you for DBU's Ph.D. program. What do you expect to gain from your participation in the doctoral program?
5. Identify a leader whom you admire and wish to emulate and explain why.
6. One of the most critical factors which produces additional stress on a doctoral student and his/her family is the matter of financing the degree. In light of this reality, discuss how you propose to finance your doctoral education.
7. Please submit a copy of your finest graduate-level research paper or individually prepared written document to help us evaluate your writing, analytical, and critical thinking skills.



**GARY COOK**  
**SCHOOL of LEADERSHIP**  
DALLAS BAPTIST UNIVERSITY