

Information Bulletin for AIMA - AMU PhD Programme in Business Administration

**“All the progress that
society has made is only
through the mind of
thinkers....”**

PhD (Business Administration)



All India Management Association



**Aligarh
Muslim
University**

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AIMA & AMU PhD PROGRAMME

In a progressive economy like India the demand for professionally qualified managers to manage the resources effectively and efficiently is high. This is also indicated by the burgeoning number of institutes, which grant the MBA degree or its equivalent. This growth however, has to be supported by growth in the availability of faculty with Doctorate Degree in Business Administration to man the positions in these institutes so that the quality of business education and research is further improved.

AIMA and AMU Joint PhD programme is aimed at providing formal training to budding faculty and working managers, with inclination for academics, teaching a research. It helps in development of skills and competencies based on a sound understanding of the principles of management and methods of conducting research with scientific rigour.

PhD Programme is beneficial for working managers who are constrained by time and location to pursue regular Ph.D from Universities and other Institutes offering full time Ph.D programmes. It helps in development of skills and competencies based on sound understanding of the principles of management.

About AMU

The Aligarh Muslim University (AMU) is one of the oldest and most distinguished universities of the sub-continent. Founded in 1877 as Mohammaedan Anglo-Oriental College by the great social reformer, Sir Syed Ahmad Khan, it blossomed into a full-fledged university in 1920. Having its antecedents in the mission and purpose of the founder as improving the educational status of the Muslims of India, it has widened its scope to become an equal-opportunity institution in post-independence India.

AMU is a residential university. The diversity of the social life on the campus is the true indicator of its heterogeneity. The students reside in nineteen halls of residence comprising over 90 hostels. There are twelve faculties under which more than 100 departments of studies operate. Approximately 28,000 students are enrolled in the University.

AMU is considered by people – who have come in contact with it directly or indirectly – not simply as a structure of bricks and mortar but as a fountainhead of a distinct culture. Being residential in character, it not only provides physical space for the students but also `behavioural space`. The culture of the University instills in the students suave and refined manners, develops interpersonal, entrepreneurial, and leadership skills, and, above all, provides them a sense of living in harmony with fellow human beings.

About AIMA

The year 1957 saw the beginning of a powerful movement. `ALL INDIA MANAGEMENT ASSOCIATION (AIMA) was created as the national apex body of the management profession, with active support of Government of India and Indian corporate sector. It was intended as a cause group – a body to pool management thoughts in the country, a forum to develop a national managerial ethos, an organization to facilitate the furtherance of management profession and its contribution to the society.

Today, more than six decades later AIMA is recognized for its national stature, upheld by broad base of 66 local management associations and two cooperating associations abroad. Its membership base includes over 37,000 professional individual members and close to 6000 corporate organizations as institutional members.

AIMA - CENTRE FOR MANAGEMENT EDUCATION

All India Management Association (AIMA) began by offering an advanced programme in management in partnership with Massachusetts Institute of Technology (MIT) and went on to democratize management education in India by pioneering Post-Graduate Diploma in Management by the distance mode, way back in 1976. A large no. of professionals have so far gained from the management programmes offered by AIMA.

AIMA was instrumental in introducing India's first ever management programme through flexible learning, with an aim to harness the professional competence of human resources by providing world class education. Through its' education wing *i.e.*, Centre of Management education (CME), AIMA offers a wide range of management programmes which includes the comprehensive long term programmes of one to two years duration *viz*; Post Graduate Diploma in Management (PGDM), Post Graduate Diploma in IT Management (PGDITM) and Post Graduate Certificate in Management (PGCM). All these long-term programmes are approved by All India Council for Technical Education (AICTE) – A statutory body of Govt. of India.

In addition to these long term programmes, CME offers industry based skill oriented short term programmes of three to six months duration with leading industry and global partners *viz*; Certificate Course in Financial and Valuation Modeling in collaboration with Moody's Analytics Knowledge Services, Professional Diploma in Business Analytics in collaboration with Wiley, Certificate in Lean Supply Chain in collaboration with Purdue University, Professional Diploma in Public Procurement (PDPP) in collaboration with World Bank.

Since 1999, AIMA-CME has been offering Doctoral programme for:

- Senior management professionals, who have a wealth of relevant experience, which would be of immense help for management students.
- Upgrading knowledge and teaching skills of management faculty, many of whom are from humanities or science background, with no formal management degree.
- Fostering industry-academia interface and in the process striving to produce quality research.

STRUCTURE OF THE PHD (BUSINESS ADMINISTRATION) PROGRAMME

The PhD Programme is divided into two phases.

Phase - 1: Foundation Programme*

The foundation programme comprises of three compulsory courses, four courses on General Management, four courses in the area of specialization and two special courses.

Phase II Doctoral Research Work Programme (Research Phase)

Completion of Phase-I leads to Phase-II which is research phase leading to PhD (Business Administration)

Foundation Phase*

Module 1: Compulsory Courses

DGM03 : Quantitative Methods
DGM14 : Strategic Management
DGM07 : Essentials of Research in Management

Module 2: General Management Courses (Subject to Exemptions)

DCA01 : Management Information Systems
DHR01 : Human Resource Management
DGM02 : Economic and Social Environment

DFM01 : Accounting & Finance for Managers

Module 3: Specialization module – Candidate has to opt for one specialization (every specialization has four courses to study)

Human Resource Management D

DHR04 : Training and Development

DHR06 : International HRM

DHR07 : Managing Change through OD

DHR08 : Managerial Leadership

Financial Management

DFM03 : Security Analysis and Portfolio Management

DFM04 : International Finance

DFM07 : Options, Futures and other Derivatives

DFM08 : Mergers & Acquisitions

Marketing Management

DMM05 : Marketing of Services

DMM06 : Internet Marketing

DMM08 : Product Management

DMM09 : Customer Relationship Management

Enterprise Management

DIS04	: Computer Networks
DIS08	: Knowledge Management
DIS11	: Systems Management
DOM05	: Supply Chain Management

Operations Management

DOM02	: Technology Management
DOM03	: Project Management
DOM04	: Business Process Re-engineering
DOM05	: Supply Chain Management

International Management

DIM01	: International Trade Operations & Logistics
DIM02	: Global Sourcing for Business Development
DIM03	: International Business Strategy
DIM04	: Foreign Exchange Management

Module 4: Compulsory Course

D1	: Reading material on Research Proposal Formulation
D2	: Reading material on Literature Review
D3	: Case Work
D4	: Research Paper

Module I & II comprise of first semester of the Foundation Phase and Module III & IV would comprise second semester of the Foundation Phase. On the completion of the Foundation Phase the student will be awarded “**Advanced Diploma in Management**” by AIMA-CME.

The registration to foundation programme shall be valid for only three years from the time of admission after which one has to apply afresh to the programme. The minimum duration to complete the Foundation Programme would be one year.

*AIMA and AMU reserves the right to change the course structure of the Foundation Phase of the programme.

Credit Transfer / Exemption

Candidates may be exempted from one or more courses, if they have already undergone a similar course during any of their preceding educational programme. The decision for exemption shall be taken by the AIMA Credit Transfer Committee. The Dean, Faculty of Management Studies and Research, Aligarh Muslim University or his nominee shall after reviewing the case accord his concurrence with decisions taken, in writing.

RULES FOR CREDIT TRANSFER

1. Credit is transferred if an applicant has taken the similar course with Grade B = 3.0 on 4.0 CGPA scale or 55% or higher in conventional mark system.
2. If Credit sought is to be transferred from a degree (qualification) obtained 10 years prior to admission into PhD programme, the Credit Transfer is not permitted.
3. Credit transfer is allowed only in Module-II and Module-III courses. Credit transfer is allowed in maximum of 4 subjects either in Module-II or Module-III or in combination of Module-II and Module-III.
4. Credit transfer can be given only for subjects studied in MBA or equivalent to Post Graduation.
5. The decision of Credit Committee shall be final & binding.

The Research Phase

Registration for Research Programme

The candidate shall submit, on the prescribed format, his/her detailed research proposal, in consultation with external supervisor, within three months of the completion of the foundation phase or before the next meeting of the JRC for research phase whichever is later, failing which s/he shall ordinarily not be allowed to pursue the Research Phase. However, if the candidate is not able to do so for any genuine reason, s/he may be allowed to submit the proposal before the subsequent meeting of JRC with the prior approval of the Chairman, JRC. No further extension will be allowed in any case.

The candidate will then be required to present the proposal before the JRC at AMU. The JRC shall evaluate the proposal and offer provisional admission.

There shall be a Research Advisory Committee (hereinafter referred to as RAC) for each provisionally admitted candidate to (i) finalize the topic of research and year wise research plan (ii) identify the course(s) that he/she may have to do and (iii) review periodically and assist in the progress of research work of the research scholar.

The RAC for each research scholar shall consist of the following members:

- a) Internal Supervisor (Convener)
- b) External Supervisor
- c) Chairperson of the Department of Business Administration
- d) Subject expert in the similar area from the Department to be nominated by the Dean of the Faculty.

Course Work

Subsequent to the approval of the research proposal and admission to the research phase of the programme, the candidate shall be required to successfully complete two advance level courses of minimum four credits each, one on Research Methodology and the other one related to their field of research. The course on Research Methodology could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. The other course shall be advance level course for an in-depth research orientation in the field of research. The course work shall be treated as a prerequisite for Ph.D. programme.

The classes for these two courses shall be held weekly or fortnightly and attendance shall be compulsory. All candidates admitted to the *research phase* shall be required to complete the course work prescribed by the RAC in not more than two attempts within 03 semesters from the date of admission, failing which his/her registration to programme will be cancelled and he/she will not be entitled for re-admission in the programme.

Appointment of Faculty/Advisor

Research work of each PhD (Business Administration) candidate shall be guided by two supervisors. One of the supervisors shall be a faculty member from the Faculty of Management Studies & Research, AMU, who shall be the Internal Supervisor and the other one will be recommended by AIMA-CME who shall be the Co-supervisor/External Supervisor. The concurrence of the proposed co-supervisor is to be obtained on the prescribed format. The co-supervisor shall be a senior level academician or senior professional from the industry.

A research scholar shall appear before the RAC once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the RAC to the Dean with a copy to the research scholar.

In case the progress of the research scholar is unsatisfactory, the RAC shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the RAC may recommend to the Dean of the Faculty, with specific reasons, the cancellation of the registration of the research scholar.

In the event a change in the research topic or supervisor(s) is needed, the same may be placed before the Research Advisory Committee for necessary action. The candidate shall be permitted to submit Ph.D. thesis with the new topic after at least three months from the date of approval of the change by the Research Advisory Committee as “minor” or after at least one year if the Research Advisory Committee rules that the change is “major”. No major change shall, however, be permitted after 36 months from the date of admission of the candidate in the *Research Phase*.

Submission of Thesis for PhD (Business Administration)

The candidates shall be eligible to submit his/her thesis after a minimum period of *three* years from the date of registration in phase II of PhD (Business Administration) Programme. A maximum period of *five* years, from the date of registration in the *Research Phase*, will be allowed for submission of thesis for the award of PhD (Business Administration). However, the Dean of the Faculty, on formal request by the candidate and recommendation of the RAC, may allow an additional six months grace period. As a special case, further extension of the six months may be granted on request by the candidate through usual procedures.

On completion of the research work, the candidate shall be required to present and defend his/her thesis in a pre-submission seminar to be arranged at AMU. The seminar shall be organized at the Faculty of Management Studies & Research, Aligarh Muslim University, based on the recommendation of the Research Advisory Committee on the prescribed format. The seminar shall be open to the supervisors, faculty members and research scholars and they may ask questions and seek clarifications on the presentation. On successful presentation, as verified by the Chairman, Department of Business Administration and the Dean, Faculty of Management Studies and Research, AMU the thesis will be submitted.

A Ph.D. student is required to submit the thesis within six months (but not earlier than three months) from the date of his/her pre-submission seminar, failing which he/she shall be required to deliver a fresh pre-submission seminar. However, the maximum time limit for the submission of thesis shall not exceed as laid down in Clauses 10.1 & 10.3 of Chapter XXV(C) of AMU ordinances pertaining to Doctor of Philosophy.

A Ph.D. student must publish at least one (01) research paper in a refereed journal and present at least 02 papers in conferences/seminars before the submission of the thesis for adjudication, and produce evidence of the same in the form of acceptance certificates or re-prints of his/her published paper.

The candidate shall submit five (05) copies of the thesis to AMU along with the certificate from the supervisors. The thesis shall be in a format as prescribed in the Regulations for PhD Course of AMU.

Evaluation of the Thesis

Every thesis for the Ph.D. Degree shall be evaluated by the Internal Supervisor and by two external examiners (one Foreign and one Indian) who shall be persons of high academic repute, not in the employment of this University. The procedure for evaluation of thesis and viva-voce examination shall be the same as prescribed in the Ordinances of AMU.

Award of Degree

On successful defence of the thesis at the viva-voce examination and subsequent recommendation by both the examiners, the candidate shall be awarded PhD (Business Administration) degree by AMU. After the award of the degree, one copy of thesis would be sent by AMU to AIMA-CME for record.

Publication of PhD Thesis

The candidate shall be free to publish papers and articles based on his research work provided acknowledgement is given to the PhD (Business Administration) programme and the thesis supervisors. However, publication of the PhD (Business Administration) thesis by AMU, AIMA-CME or a publisher shall require the specific permissions as laid down in AMU ordinances.

Enrolment Process

The Process and Eligibility Norms

Aspiring candidate will be screened through a written test Research Management Aptitude Test (R-MAT) followed by an Interview at AIMA, New Delhi for RMAT shortlisted candidates. **The syllabus outlines for the Entrance Test (RMAT) and the criteria to qualify are available on the website.**

Eligibility Norms

A candidate will be eligible for admission to the programme of study leading to the award of degree of PhD (Business Administration), provided he/she satisfies the following educational qualifications and work experience:

Educational Qualifications:

Master's Degree in Management or allied subjects such as Commerce, Humanities, Science, Engineering and Law etc., or a PGDM/PGDITM approved by AICTE or Chartered Accountancy, Cost Accountancy or any other professional qualifications, which are considered equivalent to two years full time Master Degree by the University, with at least 55% marks or equivalent grade along with minimum 50% marks in Graduation.

Work Experience:

The candidate should be a full-time employee with at least five years of experience (after post-graduation) at managerial level in any Industry/Government/ Ministry/ NGO/ Defense/ Military organization or a full-time faculty at a Management Institute approved by AICTE or affiliated to a university.

In case, the candidate does not remain in employment for whatsoever reasons during the programme, then he/she has to seek permission from the JRC for further continuance of the programme.

Methodology

The entire programme will be conducted through face to face sessions and regular counseling by experts, external and internal guides. The self-contained multimedia course pack comprising of especially designed study guides, text books, reading material, assignments, etc. will be provided to each candidate. Personal Contact Session would also be provided at AIMA, Delhi during the Foundation Programme. Attendance at Personal Contact Session is compulsory and any exception needs special clearance of Research Committee. During the course work the candidate would be required to write an integrated case study and a research paper which would be treated as full course.

Examination and Evaluation

The candidates would be evaluated out of 100 marks in term end comprehensive examinations for each paper. The candidates shall be required to obtain at least a C grade in each course separately and secure an overall B grade on a 4-point scale in the course work after the end of four modules failing which they will have to repeat the course(s) at the next examination.

FEES STRUCTURE**

The fee structure for the PhD Programme is as under:

1. Payable by short listed candidate for admission interview.

Processing Fee	Rs 3000
	(Non Refundable)

2. Payable at time of admission to Foundation Programme of PhD (Business Administration) for Module I & II

Enrollment Fee	:	Rs. 35000
Programme Administration Fee	:	Rs. 30000
Course Fee	:	Rs 7500 (per course)
* Credit Transfer Fee	:	Rs 3000 (per course)
Membership Fee	:	Rs 3450

*** (For Credit transfer, in case exemptions are sought)**

3. Payable at the time of Progression to Module III & IV

Course Fee	:	Rs 7500 (per course)
Counseling Fees	:	Rs 1500

4. Payable at the time of registration for Research Programme for the Degree of Ph.D. (Business Administration).

Registration	:	Rs 40000
Thesis Advisory Fee	:	Rs.35000
Thesis Evaluation Fee	:	Rs.25000

There would be continuation charges @ Rs 15000/- = in second, third and fourth year, Rs 20000/- = for continuation in fifth year, there after Rs 25000 for 6 months extension and Rs 25000/= for further extension of six months.

(Candidate residing outside India will have to pay the fee in US Dollar at the prevailing rate of Indian currency at the time of payment as given above. An additional amount equivalent to INR 25,000/- should be paid towards correspondence charges by international students).

**AIMA & AMU can revise the fee structure at any stage of the PhD programme.