

**The Katz Doctoral Program
University of Pittsburgh
Doctoral Application Information
2009 – 2010**

<http://www.business.pitt.edu/katz/phd/>

Frequently Asked Questions

What are the major areas of study offered through the Katz Doctoral Program at the University of Pittsburgh?

- Accounting
- Finance
- Information Systems
- Marketing
- Operations, Decision Sciences & Artificial Intelligence
- Organizational Behavioral and Human Resources Management
- Strategic Planning

How long will it take to complete the program?

Most students complete the program in four years. It typically takes two years to complete course work and comprehensive examinations followed by dissertation research, overview and defense.

Can you tell me about the financial aid package offered by the Katz Doctoral Program?

The Katz Doctoral Program provides a four year financial aid package – three years as a research assistant and one year as a teaching assistant. Currently, the package includes a stipend of \$18,450* (research assistant) to \$23,512 (teaching fellowship), full tuition remission and health insurance. A cost of living increase is usually applied to the stipend each year. This package is available to both domestic and international students. To apply, simply check the appropriate box on the application. Accounting applicants contact cawoods@katz.pitt.edu for additional information about the stipend.

**Stipend amounts are for 2009 – 2010 Academic Year.*

What is the application deadline?

The deadline for applying for September 2010 is February 1, 2010. However, it is advantageous to have your completed application submitted earlier to facilitate the review process.

I will be taking the GMAT/TOEFL Test in January/February 2010. Should I submit the application to the University of Pittsburgh without these scores?

Yes, please submit as much of the application as possible before the February 1, 2010 deadline. Indicate that the GMAT/TOEFL score will be forwarded to the University of

Pittsburgh and indicate the date that you are taking the exam. We can begin to process the application if necessary without all of the information. However, please note that no official action can be taken on an incomplete application. If you have a copy of a score that you want to submit while waiting for an official score to arrive, please feel free to do so. Again, remember that no final action can be taken on your application until official documents are received.

What is the GMAT Institution Reporting Code for the University of Pittsburgh Doctoral Program in Business?

Our reporting code is DPZ-M5-90. Please be sure to use the University of Pittsburgh Ph.D. Code and not the Master's program code.

I have not received all letters of recommendation back from recommenders. Should I send my application without a complete set?

Yes, it is important to get your application into the University of Pittsburgh Doctoral Program by February 1, 2010. If you are waiting for another letter of recommendation, please submit your application with a note informing us of the approximate date that we will receive it.

It is a financial hardship for me to pay the application fee. Can the University of Pittsburgh waive the fee?

We know the importance of applying to a doctoral program for our applicants and wish that we could help with this burden. Unfortunately, it is a University policy that an application fee must be charged. We have made every effort to keep the fee as low as possible and will continue to be sensitive to this need in the future.

When will I know the result of the application process?

Typically, the University of Pittsburgh Doctoral Committee will review applications during February and make initial offers in the later part of February and throughout March. Depending on where a student may be as a backup, it is possible for a student to hear of a positive admission decision as late as the third week of April. The University of Pittsburgh will attempt to telephone and email accepted applicants as soon as a decision is made.

I am in international applicant and cannot attend the University of Pittsburgh without the financial aid package. Why am I required to complete the Financial Support Statement that was enclosed with the Application?

You are required to complete the International Graduate Student Supplemental Application Packet. However, in cases where the student will receive full funding from the academic unit, the Certification of Financial Responsibility section of the packet does not have to be submitted. You can download this packet from our website.

Where do you place your graduates?

The purpose of the Ph.D. Program at the Katz School is to develop professional scholars who will excel in research and teaching for placement at leading business

schools. The Katz School has an outstanding placement record with graduates on the faculty of leading institutions worldwide. A few recent placements include: University of Maryland, Georgia State University, Clemson, Northeastern, Georgia Institute of Technology, Indiana University, Texas A&M, Georgetown University, Marquette University, University of Missouri, SUNY Buffalo, Imperial-UK, and Iowa State University, Georgetown University, University of Indiana – Bloomington.

What are the requirements for the Ph.D. at Katz?

Students must complete at least eight courses in a major area of student, at least three courses in a minor area of study or three courses in research methods in addition to a minimum of four courses in research methods. Each of the areas provide additional choices to meet student interests and developmental needs. All have subspecialties; all explore a range of current topics. In addition, to expand the option in the core areas, students are invited to draw on courses and research opportunities from anywhere in the Katz School, in other parts of the University, or in other institutions in the Pittsburgh area.

Students must successfully complete comprehensive examinations and a dissertation.

Students are required to satisfy a six credit teaching requirement. Students who receive financial aid in the form of GSA/TA/TF must complete an additional teaching requirement.

What is the minimum GMAT/TOEFL score accepted by the University of Pittsburgh?

The University of Pittsburgh Katz Doctoral Program does not publish a minimum score. However, it may be helpful for you to know that the average GMAT score of admitted students is 700. Few admitted applicants report TOEFL scores below 600 (paper base), 250 (computer base) or 100 (internet base).

Can I ask for a waiver of the TOEFL test?

The Test of English as a Foreign Language (TOEFL) is required if the applicant's native language is not English. This applies where English is not the native language even though English has been the medium of instruction. The test is administered by the Educational Testing Service, Princeton, New Jersey, 08541, USA. Further information about this test may also be obtained from the nearest United States Embassy, Consulate or Information Service. **The code for the Katz Business School Doctoral Program is 2998-02.**

Exemption for this test may be permitted when an applicant has attended a college of university in the United States for a minimum of four years as a full-time student and has earned at least a Bachelor's degree, or when an applicant has earned a Master's degree from a college or university in the United States.

How do I arrange a visit to the Katz School?

We are happy to arrange visits for the prospective students to meet the Katz faculty, staff and students. If your schedule permits arranging a visit during the fall term (October through December) please contact the Katz Doctoral Office.

What is the size of the Katz Doctoral Program?

There are currently 58 doctoral students in eight different majors. This number includes students at the course work, comprehensive exam and dissertation stages of the program.

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You May Apply Online

We welcome the opportunity to correspond with you and answer any questions that you may have. Please contact us at:

Carrie Woods: cawoods@katz.pitt.edu OR

Gina Cecchetti: gvcecchetti@katz.pitt.edu

Thanks For Your Interest and Best Wishes

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Doctoral Program

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