

## HOW TO APPLY TO PHD PROGRAMS

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### ENTRY REQUIREMENTS FOR PHD IN ACCOUNTING AND AUDIT, MARKETING, MANAGEMENT AND FINANCE

#### 1. Completed graduate degree

- Copy of a diploma confirming the completion of a graduate degree "master"
- Copy of transcripts (diploma supplement) with grades

#### 2. Possession of the valid international certificates proving the knowledge of the English Language

- IELTS – at least 5,5
- TOEFL IBT – at least 46
- TOEFL PBT – at least 453

#### Additional consideration by a selection committee:

- At least three years of experience in a corporate, government, academia or non-profit organization
- At least two professional letters of recommendation
- A research proposal that states candidate's area of research interests, research questions and methodological approach to undertake your research. To develop a successful proposal, you need to familiarize with current research through literature review in the area and identify research gaps, thus creating an original research proposal.
- An Interview with program admissions committee

#### 3. COMPLEX EXAM by the Ministry of Education and Science of the RK (for KZ citizens only).

Detailed information about exam requirements and passing scores will be available on the National Testing Center website <http://www.testcenter.kz/en/>

#### 4. Valid QAZTEST certificate (for KZ citizens only).

Detailed information about exam requirements and passing scores will be available on the web site <http://kazakhtest.kz/kz/>

### ENTRY REQUIREMENTS FOR PHD IN EDUCATION POLICY AND MANAGEMENT

#### 1. Completed graduate degree

- Copy of a diploma confirming the completion of a graduate degree "master"
- Copy of transcripts (diploma supplement) with grades

#### 2. Possession of the valid international certificates proving the knowledge of the English Language:

- IELTS – at least 5,5
- TOEFL IBT – at least 46
- TOEFL PBT – at least 453

#### Additional consideration by a selection committee:

- At least three years of experience in a corporate, government, academia or non-profit organization
- At least two professional letters of recommendation
- A brief research proposal:
  - This proposal should state candidate's area of research interests, research questions and methodological approach to undertake your research.
  - To develop a successful proposal, you need to familiarize with current research through literature review in the area and identify research gaps, thus creating an original research proposal.
- An interview with program admissions committee.

#### 3. COMPLEX EXAM by the Ministry of Education and Science of the RK (for KZ citizens only).

Detailed information about exam requirements and passing scores will be available on the National Testing Center website <http://www.testcenter.kz/en/>

#### 4. Valid QAZTEST certificate (for KZ citizens only).

Detailed information about exam requirements and passing scores will be available on the web site <http://kazakhtest.kz/kz/>

### ENTRY REQUIREMENTS FOR PHD IN ECONOMICS

Admission to the PhD program is highly competitive. Admission is granted to candidates deemed most likely to complete and benefit from the program. The final decision on admission is based on a comprehensive assessment of the applicant's overall qualifications, motivation, determination and commitment to the program.

### **1. Completed graduate degree**

- Copy of a diploma confirming the completion of a graduate degree "master"
- Copy of transcripts (diploma supplement) with grades

### **2. Possession of a valid international certificate proving the knowledge of the English Language:**

- IELTS – at least 5,5
- TOEFL IBT – at least 46
- TOEFL PBT – at least 453

#### **Additional consideration by a selection committee:**

- The graduate GPA shall be 3.0 and above or more than 69% equivalent when converted into a scale comparable to the KIMEP grading scale
- Valid KGET (KIMEP graduate entrance test) score of 25 and above or a valid GMAT or GRE certificate with a score which the Economics Department considers equivalent
- A typed statement of purpose of up to 500 words that states the applicant's academic and professional interests; how the applicant will benefit from the PhD program professionally and personally; the applicant's strengths and qualities that will enable them to complete a rigorous doctoral program.
- A 2-3 page research proposal: in this proposal, the candidate should lay out the general idea of their intended research and some indicative description of the method they intend to use. The candidate should demonstrate familiarity with current research, the ability to identify open research questions and the ability to create an original research proposal.
- An interview with the program admissions committee where admissions committee may consider additional evidence of excellence or aptitude such as prior publications of work experience and have the final decision making authority on the recommendation of the candidate for admission to PHD program

### **3. COMPLEX EXAM by the Ministry of Education and Science of the RK (for KZ citizens only).**

Detailed information about exam requirements and passing scores will be available on the National Testing Center website <http://www.testcenter.kz/en/>

### **4. Valid QAZTEST certificate (for KZ citizens only).**

Detailed information about exam requirements and passing scores will be available on the web site <http://kazakhtest.kz/kz/>

## **ENTRY REQUIREMENTS FOR PHD IN PUBLIC AND MUNICIPAL ADMINISTRATION**

Admission to the PhD program is highly competitive. Admission is granted to candidates deemed most likely to complete and benefit from the program. The final decision on admission is based on a comprehensive assessment of the applicant's overall qualifications, motivation, determination and commitment to the program.

### **1. Completed graduate degree**

- Copy of a diploma confirming the completion of a graduate degree "master"
- Copy of transcripts (diploma supplement) with grades

### **2. Possession of the valid international certificates proving the knowledge of the English Language:**

- IELTS – at least 5,5
- TOEFL IBT – at least 46
- TOEFL PBT – at least 453

#### **Additional consideration by a selection committee:**

- The graduate GPA shall be 3.0 and above or more than 69% equivalent when converted into a scale comparable to the KIMEP grading scale
- A typed statement of purpose of up to 500 words that states the applicant's academic and professional interests; how the applicant will benefit from the PhD program professionally and personally; the applicant's strengths and qualities that will enable them to complete a rigorous doctoral program.
- A 2-3 page research proposal: In this proposal, the candidate should lay out the general idea of their intended research and some indicative description of the method they intend to use. The candidate should demonstrate familiarity with current research, the ability to identify open research questions and the ability to create an original research proposal.
- An interview with program admissions committee where admissions committee may consider additional evidence of excellence or aptitude such as prior publications of work experience and have the final decision making authority on the recommendation of the candidate for admission to PHD program

### **3. COMPLEX EXAM by the Ministry of Education and Science of the RK (for KZ citizens only).**

Detailed information about exam requirements and passing scores will be available on the National Testing Center website <http://www.testcenter.kz/en/>

### **4. Valid QAZTEST certificate (for KZ citizens only).**

Detailed information about exam requirements and passing scores will be available on the web site <http://kazakhtest.kz/kz/>

## List of application documents required for PHD program applicants

- Application form
- Copy of passport or of State ID
- Digital photo with a resolution of 300 ppi (pixels per inch) with a size of no less than 8 MP (Megapixels) in JPEG format with low compression (high quality)
- A document on completion of Master degree or Residency completion for medical specializations
- Personnel record card and a document confirming employment (for persons having an employment records), professional CV
- Valid results of International Language Proficiency Tests (copy of IELTS certificate or original certificates of TOEFL)
- Medical certificate - Form # 075-U or its equivalent for foreign citizens
- Two reference letters
- List of research and scientific-methodical works (if available)
- Upon own discretion, an applicant may include other documents that he/she believes are relevant for inclusion into the application package, such as copies of certificates, awards, and honors in the applicant's sphere of interest, particularly ones received at national and international levels.

*Copies of documents have to be submitted to the Admissions Office together with originals. After authentication, originals of documents are given back to the owners.*

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