



Univerza v Novem mestu
*Fakulteta za poslovne
in upravne vede*

**CLEAN COPY OF THE ACCREDITED
STUDY PROGRAMME**

3rd Cycle

BUSINESS ECONOMICS

(doctoral study programme)

Novo mesto, October 2009

(update of the general information about the programme - November 2019)

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1 GENERAL INFORMATION ABOUT THE PROGRAMME

Study Programme:	Business Economics
Cycle:	third
Type:	doctoral study programme
Duration:	3 years
ECTS amount:	180 ECTS
Klasius P-16:	0488 - Interdisciplinary programmes and qualifications involving business, administration and law
Research area (Frascati classification):	social sciences
SOK (Slovene classification framework)	level 10
EOK (European classification framework)	level 8
EOVK (European higher education classification framework)	third cycle
Accreditation:	Council for Higher Education of the Republic of Slovenia, decision No. 6033-213/2009/8 on 26 October 2009 and decision No. 6033-213/2009/10 on 11 November 2009.

2 FUNDAMENTAL OBJECTIVES OF THE STUDY PROGRAMME AND GENERAL AND COURSE-SPECIFIC COMPETENCES

2.1 Fundamental objectives of the study programme

Fundamental objectives of the doctoral study programme *Business Economics* are to educate doctoral students for:

- performing the most demanding work and tasks in the business environment,
- independent research work in the broad field of economics and business sciences,
- equal integration in the international labour market and research environment,
- continuing their studies on post-doctoral study programmes.

The objective of the doctoral study programme is to create a profile of doctoral students, who will first, through compulsory common content, gain an in-depth understanding of the philosophy of economic and business sciences and research in two fields, their historical development and most contemporary quantitative and qualitative methods of research work. At individual research work and active participation in international scientific conferences, etc. and at the doctoral seminar and organized forms of study work, they will gain insight into the latest research achievements in narrower or

broader specialist fields and design criteria for evaluating their own and foreign research findings.

The ultimate objective is research proficient doctor of science with excellent internationally proven research results and the ability of quality independent research work. Depending on the needs of research institutions, the economy, and government institutions in the field of economics and business sciences, the program provides a focus on project or research tasks.

2.2 General competences

When designing the master's and doctoral study programmes, we carefully delineated the competences of the final profile at the second and third cycle degrees. The competences of a doctor of science relate to the most demanding work and tasks that create added value and directly affect the development of science and the growth of the economic and social environment. Given the interest of each doctoral student, it is expected that he / she will deepen his / her expertise and focus on basic or applied research work.

Doctoral students who will focus on basic research work during their studies will become involved in work at research institutions at home and abroad. Doctoral students who will choose the applied research work will be able to perform the most demanding tasks in the business environment.

General competences, developed by students with the study programme:

- comprehensive critical thinking, the ability to analyse, synthesise and predict solutions in the field of economic, business, administrative, organisational and other sciences (interdisciplinary programme),
- knowledge and use of research methodology (methods, procedures, processes and technology),
- the ability to creatively use knowledge in the business environment,
- knowledge and understanding of processes in the business environment and the ability to analyse, synthesise and envisage solutions or consequences;
- the ability to identify the needs for changes and introduce innovations in the business environment,
- autonomy and responsibility in decision-making;
- commitment to professional ethics,
- the ability to develop the culture of non-discrimination and the consideration of intercultural differences;
- the ability to present acquired knowledge and research findings at domestic and foreign scientific conferences and in the international research environment,
- awareness of the necessity of one's own training, and broadening and updating knowledge.

2.3 Course-specific competences

Course-specific competences, developed by students with the study programme:

- thorough knowledge and understanding of the history of economic and business sciences,
- the ability for solving problems by using scientific methods and procedures,

- in-depth knowledge of economic or business sciences and their interdisciplinary integration and application,
- being qualified to strategically lead, manage and develop the most demanding work systems according to the contemporary organisational-economic principles,
- the ability to evaluate the quality of the work and achievements,
- the ability to recognise the impact of technology development on the safety of environment,
- thorough knowledge and the ability to use the most contemporary quantitative and qualitative research methods,
- the ability for independent planning and implementation of the research work, analysis and interpretation of data, formation and argumentation of opinions, views and proposals and preparation of the research reports,
- being qualified for active participation in scientific conferences, research workshops and doctoral and scientific seminars in the field of business and management sciences,
- thorough knowledge of the standards and guidelines for writing professional and scientific papers, articles, contributions, research reports, monographs, etc.,
- performance in accordance with the values and value systems, and professional-ethical principles.
- the ability to independently plan one's own professional career and the career of employees in business environment,

3 INFORMATION ABOUT THE INTERNATIONAL COMPARABILITY OF THE PROGRAMME

In designing a study on the international comparability of the doctoral study programme *Business Economics* with other related study programmes, in accordance with Article 49 of the Higher Education Act (Official Gazette of the Republic of Slovenia, no. 119/06 and no. 64/08) and Article 8 of the Criteria for Accreditation of Higher education Institutions and Study Programmes (Official Gazette of the Republic of Slovenia, no. 101/04), we considered the following:

- comparability of concept, formal and content structure with foreign programs,
- comparability of access opportunities and conditions for enrolment in the study programme;
- comparability of the duration of the study, advancements, completion of the study and acquired titles,
- comparability of methods and forms of study (system and organisation of the study process, the credit system, the use of modern information technologies, an independent study, tutoring, organisation of practical training),
- options for integrating the programme in international cooperation (mobility), or the common European Higher Education Area,
- differences between the proposed and foreign programs according to the specific needs and conditions of the domestic economy and public services,

With regard to the international comparison analysis, we examined a number of similar study programmes in higher education in Europe. For the international comparison of the proposal of the doctoral study programme *Business Economics* we have chosen the related study programmes of the recognized institutions of higher education: Kingston University of London, Stockholm School of Economics (SSE) and HSE Helsinki School of Economics (Finland).

Table 1: Higher education institutions and comparable programmes

Higher education institution	Study programme	City	Country	Institution's website
Kingston University of London Kingston Business School (KBS)	Business PhD (Doctor of Philosophy)	London	Great Britain	http://business.kingston.ac.uk/
Handelshögskolan i Stockholm Stockholm School of Economics (SSE)	Doctoral Studies Programme (SSE)	Stockholm	Sweden	http://www.hhs.se/
Helsingin kauppakorkeakoulu (HSE Helsinki School of Economics)	Ph.D (Doctor of Philosophy in Economics and Business Administration)	Helsinki	Finland	http://www.hse.fi/FI/

In the comparison included study programmes are accredited by the competent national bodies, are classified into the field of business and management sciences and are unified with the Bologna guidelines. They are comparable in terms of concept, formal and substantive structure, scope of organized and individual study work, forms and methods of teaching work, research work, integration into the European Credit System (ECTS), enrolment conditions, conditions for progression and completion of studies, obtained titles, modes and forms of study.

The comparison showed that the programme fulfils all conditions for quality international cooperation (mobility), as well as integration into the common European Higher Education Area and provides an equivalent integration of graduates into the European labour market.

4 INTERNATIONAL COOPERATION OF THE INSTITUTION

In 2011, the Erasmus University Charter (ECHE) has been first implemented, with which the Faculty gained the right to international exchanges of higher education teachers, students and to participation in the European projects. The ECHE document was extended for the period 2014-2020 in 2013.

The Faculty develops its international activity in four areas:

- organization of international scientific conferences,
- exchange of students and higher education teachers/staff,
- participation in international research projects, and
- individual contacts of pedagogical workers, researchers and associates.

5 CURRICULUM WITH ECTS (CREDIT POINTS) VALUES OF INDIVIDUAL STUDY OBLIGATIONS

Development of the doctoral study programme *Business Economics* is the result of comprehensive teamwork of higher education teachers, researchers and the representatives of the business environment in the region and beyond. The study programme was designed in accordance with the provisions of the Higher Education Act (Official Gazette of the Republic of Slovenia, No. 119/06), and in accordance with the criteria for accreditation of study programmes. It is evaluated according to Criteria for Credit Assignment to Study Programmes According to ECTS (Official Gazette of the RS, No. 124/04).

Doctoral study programme *Business Economics* means upgrading and deepening the master's degree programme of the same name. In the scope of the complete annual student workload, 41.7 % of study time is allocated to organised study work. The main student workload is based on individual research work, which is in accordance with the set objectives, as well as with the general and course-specific competences - as much as 58.3 % of the programme is performed as the individual work of students.

5.1 Number of learning units with ECTS

The following table shows the list of courses with names of learning units and the number of hours by individual semesters and years, number of hours of organised study work, number of hours of individual student work, annual student workload and credit evaluation according to ECTS.

Table 2: Curriculum with ECTS (credit points) values of individual study obligations

No.	Forms of study work	OSW		OSW	ISW	ASW	ECTS
		L	S				
YEAR 1							
1st semester							
1.	Introduction Seminar	0	8	8	0	8	0
2.	Research Methodology	45	45	90	315	405	15
3.	Philosophy and the Development of Economic Thought	45	45	90	315	405	15
2nd semester							
4.	Qualitative and Quantitative Methods	45	45	90	315	405	15
5.	Doctoral Seminar	0	40	40	365	405	15
Total in Year 1:		135	183	318	1310	1628	60
YEAR 2							
3rd semester							
6.	Elective course 1	45	45	90	315	405	15
7.	Elective course 2	45	45	90	315	405	15
4th semester							
8.	Individual research work		40	40	770	810	30
Total in Year 2:		90	130	220	1400	1620	60
YEAR 3							
5th semester							
9.	Individual research work				810	810	30
6th semester							
10.	Individual research work		30	30	780	810	30
11.	Doctoral dissertation						
Total in Year 3:			30	30	1590	1620	60

Abbreviations:

Study obligations: L - lectures, T - tutorials, OSW – organised study work, ISW – individual student work, ASW – annual student workload, ECTS = European Credit Transfer System points.

Table 3: The scope of study in hours and ECTS

YEAR	L	S	OSW	ISW	ASW	ECTS
1st YEAR	135	183	318	1310	1628	60
2nd YEAR	90	130	220	1400	1620	60
3rd YEAR	0	30	30	1590	1620	60
TOTAL:	225	343	568	4300	4868	180

The study programme lasts for three academic years, i.e. six semesters. The programme comprises 4868 hours or 180 ECTS. It consists of the joint and elective part.

The joint part of the study programme

Students begin the programme with *Introduction Seminar* where they obtain all the necessary information and prepare a draft of their individual study plan together with a potential dissertation mentor. Introductory seminar lasts for eight hours and is not ECTS evaluated. The joint part also comprises three joint courses (45 ECTS) and Doctoral Seminar (15 ECTS).

Elective section of the programme

The program allows the planning of individual studies. The elective part of the study programme begins in the second year. Students select the elective areas and courses after consulting with their potential mentor, and they are the basis for the issues discussed in the doctoral dissertation. First they select the field of in-depth study between the elective fields offered by the programme (Economics or Business Sciences), after that they select two subjects (30 ECTS) from the chosen field of study. In accordance with the provisions of Article 6 of the Criteria for Credit Evaluation of Study Programmes according to ECTS, students have the opportunity to fulfil part of their study obligations (at least 10 ECTS credits) at other third-cycle study programmes in Slovenia or abroad, with which the Faculty has an agreement.

Table 4: Elective courses

No.	Elective courses	OSW		OSW	ISW	ASW	ECTS
		L	S				
	Field: Economics						
1.	Contemporary Organizational Paradigms	45	45	90	315	405	15
2.	Microeconomics	45	45	90	315	405	15
3.	Globalization and International Economics	45	45	90	315	405	15
	Field: Business Sciences						
1.	Career Management	45	45	90	315	405	15
2.	Legal and Economic Aspects of the EU Institutions	45	45	90	315	405	15
3.	Perspectives on Technological and Ecological Development	45	45	90	315	405	15

Research work

Research work is arranged throughout the programme in a way that develops students' research competencies and leads them from guided towards independent research work in the field of business economics.

In the second semester, under the guidance of a potential mentor, students make a draft disposition of the doctoral dissertation. The corrected dispositions are presented and defended at the first doctoral seminar (15 ECTS). Work on the preparation of disposition continues in the third and fourth semester. In the fourth semester, the

student publicly presents and defends a disposition proposal. By the end of the second year, students must obtain the consent for the doctoral dissertation topic.

The fifth semester is intended for the individual students' research work on the doctoral dissertation. Their research findings are publicly presented at scientific conferences, research workshops, and scientific seminars. On the proposal of the mentor, each active cooperation is evaluated with 6 ECTS. Students must publish at least one article based on the dissertation topic in a relevant professional publication.

In the sixth semester, students need to finish the dissertation. Before handing it in, students need to publicly present and defend the dissertation at the doctoral seminar.

5.2 Learning units and their inclusion in the programme structure

The study programme lasts for three years, i.e. six semesters. Year 1 comprises 3 common study courses (45 ECTS) and Doctoral Seminar1. Year 2 comprises 2 elective courses (30 ECTS) and individual research work (30 ECTS). Year 3 is based on students' individual research work (60 ECTS). The learning units cover the content areas of economics and business sciences.

Table 5: Learning units and their inclusion in the programme structure

Year	Structure of the programme	No. of units	Courses in ECTS	RW in ECTS	Total in ECTS	Total in %
1.	Introduction Seminar	1	0	0	60	33.3
	Common courses	3	45	0		
	Doctoral Seminar	1	0	15		
2.	Elective courses	2	30	0	60	33.3
	Individual research work	1	0	30		
3.	Individual research work	1	0	30	60	33.3
	Doctoral dissertation	1	0			
TOTAL IN ECTS			75	105	180	
TOTAL IN %			41.7	58.3		100.0

External selection is enabled by two elective courses (30 ECTS).

5.3 The ratio of lectures, seminars, tutorials and other organised forms of study

The programme comprises 4868 hours (180 ECTS), of which 1620 hours (60 ECTS) in each year. Organised study work includes 11.7%, 4.6% of which are lectures and 7.0% are tutorials. Individual student work represents 88.3% of the programme.

Table 6: The ratio of lectures, seminars, tutorials and other organised forms of study

Year	L	S	OSW	ISW	ASW	in ECTS
1.	135	183	318	1310	1628	60
2.	90	130	220	1400	1620	60
3.	0	30	30	1590	1620	60
TOTAL in hours	225	343	568	4300	4868	180
TOTAL IN %	4.6	7.0	11.7	88.3	100.0	

Forms of study work:

- organised study work: lectures, tutorials and doctoral seminar,
- individual study work (preparation for exams, independent research work - preparation, writing, presentation and defence of the fundamental and applicative research papers).

Organised study work

Lectures are an organised form of study work, performed by internationally renowned course lecturers, who encourages students for an active cooperation and critical reflection through the use of modern methods of teaching and learning with the support of ICT.

Tutorials: In concordance with the syllabus of the individual learning unit, students prepare a fundamental or an applicative paper in written form, present it and defend it.

Introduction Seminar: The purpose of the Introduction Seminar is to familiarise students with the entire study programme (common content, orientation, transition conditions, verification and evaluation of knowledge), with organisation and implementation of the study process (international mobility), with planning of individual study paths, norms and standards of presentations and publications of one's own research findings, with the library and information support of study, including financial commitments.

It is compulsory for all new doctoral students (min. attendance 80%). Its organisation and implementation is a responsibility of the head of doctoral study.

Doctoral Seminar: Students publicly present and defend the draft disposition of the doctoral dissertation. All mentors and other lecturers of the doctoral study programme are actively taking part in the Doctoral Seminar.

Individual research work of students

Fundamental research paper: Fundamental research paper increases the scope of scientific knowledge, laws of phenomena and processes promoting the development of humankind. It does not offer a direct and immediately identifiable practical usability and commercial effects. New findings are bases for the applicative and developmental research.

Applied research paper: is theoretical or experimental research, aimed at solving practical problems pursuing the objectives, with commercial effects. It allows discovery of new scientific knowledge and its use in material production at developing new quality products or in introducing new production processes.

Prior to doctoral dissertation defence, students should use one of the successfully prepared and defended papers and:

- present it at the scientific consultation, congress, conference or symposium, and publish it in the book of proceedings, or
- publish it in a scientific journal recognized by the Faculty.

Doctoral dissertation is an independent original scientific work, adequate for defining the doctoral candidate's ability to act as an independent researcher in the scientific area, for which they will be awarded the Doctorate of Science degree. The research topic should be based on basic and applied research, along with the use of scientific research methods. The dissertation must contain new scientific facts, phenomena, theories, etc.

Doctoral dissertation can be prepared and published in the form of a monograph. Monograph is:

- a scientific publication in which the researcher examines the core scientific domain, topic, or problem, or
- a popular scientific publication, which comprehensively addresses a particular scientific problem, examines the topic, thing or phenomenon, or
- a scientific research.

The procedure, preparation and defence of the doctoral dissertation is defined in special Rules.

5.4 Practical training within the programme, implementation and ECTS

The practical training in direct business environment is not a part of the study programme.

6 ACCESS REQUIREMENTS AND CRITERIA FOR THE SELECTION OF CANDIDATES IN THE EVENT OF ENROLMENT RESTRICTIONS

Access requirements for the first year:

Prerequisite for enrolment in the third-cycle study programme after completing a related study programme (field of business and management sciences):

- diploma of the second-cycle study programme (Bologna master's degree),
- scientific master's degree or specialisation after university education (60 ECTS are recognized upon enrolment),
- university programme degree,
- diploma of a higher education professional programme and completed specialisation (study requirements in the amount of 30-60 ECTS are assigned on enrolment according to the decision of the Commission for doctoral study),

The prerequisite for enrolment in the third-cycle study programme after completing a study programme in the non-related field are passed differential exams in the range up to 60 ECTS at the discretion of the Commission for doctoral study.

Criteria for the selection of candidates in the event of enrolment restriction

Candidates will be selected according to:

- prior study performance according to the enrolment criteria - 50%,
- research work of the candidate - 30%,
- decision of the Head of doctoral study after an interview with the candidate - 10%,
- active knowledge of at least one of the world languages - 10%.

Access requirements also need to be fulfilled by the candidate who has finished an equivalent education abroad.

7 CRITERIA FOR RECOGNITION OF SKILLS AND COMPETENCES GAINED BEFORE ENROLMENT

Upon the written application of the candidate, enclosed certificates and other documents, the faculty shall recognise the knowledge and training that fully or partly correspond to the general or course-specific competences of the *Business Economics* doctoral study programme.

The student may get an individual exam, which they have previously accomplished, recognised if the exam matches the course in the new programme in at least 80% in content and scope. The recognition is performed by the Commission for doctoral study.

8 ASSESSMENT METHODS

Pursuant to Article 35 of the Higher Education Act, the method of assessment as a component of a doctoral study program is not necessarily defined.

Methods of verification and assessment of knowledge are defined in individual course syllabuses. Knowledge and performance is assessed with two grades: **pass/fail**.

Students are familiarised with the elements of verification and the criteria for assessment at the beginning of the academic year/an individual learning unit and in writing by the syllabus.

9 PROGRESSION REQUIREMENTS FOR THE PROGRAMME

Progression from 1st to 2nd year:

- at least 30 ECTS from the common subjects,
- public presentation and positive evaluation of the doctoral dissertation draft.

Progression from 2nd to 3rd year:

- at least 60 ECTS from the common/elective subjects,
- consent of the faculty for the topic of the doctoral dissertation.

Requirements for performing the defence of the doctoral dissertation:

- completion of all study obligations, and
- at least one published article from the dissertation topic in a publication, recognised by the faculty.

In accordance with Article 66 of the Higher Education Act, once during the study, students have the right to repeat a year or apply for the inactive student status due to legitimate reasons: motherhood, longer illness, unfavourable family or social circumstances, and status of a top athlete or artist.

If the student does not complete the study within 12 months after the expiry of the study, he / she must submit an application for extension of study. The decision is given by the Commission for doctoral study. Extension of the deadline for completion of the study is paid according to the valid faculty price list.

10 CONDITIONS FOR TRANSFERS BETWEEN PROGRAMMES

On transfers between programmes, the following criteria apply:

- fulfilling the requirements for enrolment in the new study programme,
- the number of available places,
- study obligations (in credit evaluated programmes also ECTS) from the previous programme, which can be recognised,
- obligations which the students must complete, if they want to graduate in the new programme.

On transfer the student can assert previously accomplished exams from the previous programme on the basis of the submitted application. The recognition is performed by the Commission for doctoral study.

11 MODES OF STUDY

The study programme is performed in full-time, part-time, and online study mode. All modes are equivalent. The study is performed according to the valid normatives and the study calendar.

Organised study work in *part-time study* is organised consecutively, one course after another. Part-time students need to complete all obligations provided for full-time study. Each course begins with lectures, followed by tutorials in groups and examination. The same order is organised for all courses. As a rule, 70% of the organised study work for the full-time study is implemented in the part-time mode.

Online Study will be implemented by the Faculty in accordance with the decisions of the Senate.

12 REQUIREMENTS FOR COMPLETION OF THE STUDY

The requirement for completion of the study is the fulfilment of all the academic obligations defined in the programme in the amount of 180 ECTS.

13 PROFESSIONAL / ACADEMIC TITLE

In accordance with the Professional and Academic Titles Act (Official Gazette of the RS, No. 61/06), upon completing the study, students receive the academic title Doctor of Science (doktor/doktorica znanosti), abbreviated: PhD (dr.), written in front of the name.



Assoc. Prof. Dr. Jasmina Starc

J. Starc

Signature: