

Federal State Autonomous Educational Institution
of Higher Education "National Research University "Higher School of Economics"

Approved at the meeting of the Academic Council
Doctoral School of Management

Agreed
Academic Director of the Doctoral School of
Management _____ Maxim Rozhkov

**The program of the portfolio composition
of the main educational program of higher education – programs for the training of scientific and
scientific-pedagogical personnel at the Doctoral programme
Management**

Scientific specialties: 5.2.6 Management

Moscow, 2026

1. The portfolio consideration

The main purpose of reviewing the portfolio of the main educational program of higher education – programs for the training of scientific and scientific-pedagogical personnel at the Doctoral School of Management programme "Management" in scientific specialty 5.2.6 Management is to identify the applicant's readiness to prepare and defend dissertation research.

The consideration for the portfolio of the main educational program of higher education – programs for the training of scientific and scientific-pedagogical personnel at the Doctoral School of Management programme "Management" in scientific specialty 5.2.6 Management consists of reviewing documents confirming the results of the applicant's scientific, academic and/or professional activities.

2. Portfolio structure

To participate in the individual achievement competition (portfolio) The applicant can provide the following documents in Russian or English:

1. CV, which includes:

- Full name of the applicant;
- Date and place of birth;
- Contact information (phone number and email address);
- List of scientific publications (if available);
- Information about participation in Russian and international scientific conferences with a report (if available);
- Information about participation in summer/winter schools (if available);
- Information about participation in research projects (if available);
- Information about the receipt of research grants, victories in student research competitions or in research competitions for young scientists (if available);
- Information about work experience (if available);
- Information about knowledge of foreign languages, indicating the level of proficiency, including certificates (if available);
- Information about completed training and research internships in Russia and abroad – time, place, topic of the research project, etc. (if available).

2. A written justification (**research proposal**) for future dissertation research, related to the subject of the department that the applicant plans to join, and the current or planned research proposal being implemented at the [HSE Graduate School of Business](#) or [Institute for Statistical Studies and Economics of Knowledge](#). The research proposal of the future dissertation research is confirmed by the potential supervisor or head of the department to which the PhD student is planned to be attached, by providing feedback on this justification, which provides an overall assessment of the prospects of this research and its correlation with a research project implemented at the Graduate School of Business or ISSEK. The volume of research proposal for future dissertation should be at least 15 thousand and not more than 20 thousand printed characters without spaces.

The recommended structure for the research proposal: A title page, which includes:

- Full name of the applicant and his supervisor (upon successful admission to the Doctoral school);
- The name of the structural unit that the PhD student is assigned to upon successful admission to the Doctoral school (the unit in which the potential supervisor works);
- The preliminary topic of the dissertation research.

An introduction, which includes:

- Relevance of the research;
- The purpose and objectives of the research.

The main part, which includes:

- • A brief overview of the main scientific works of Russian and foreign scientists close to the research topic;
- The theoretical area in which the research is planned to be carried out;
- • Research methodology;
- • If a model is to be developed, it is necessary to describe the proposed structure; if an empirical study is to be conducted, the hypotheses intended to be tested and the data for empirical analysis should be described.;
- • Limitations of the planned study;
- • The scientific novelty of the questions posed in the study and the expected results;
- • Possible practical recommendations/justifications for making managerial decisions.

The structure of the dissertation research

In this section, an approximate research plan should be presented — the topics and the approximate content of the chapters of the planned dissertation. At this stage, a fairly detailed understanding and description of the topic and the intended content of the first chapter and the indicative topics of subsequent chapters are required..

International and domestic publications in which the results are expected to be published. In this section, you should specify several of the most relevant publications (their quartiles are Web of Science, Scopus, and places on the Lists of HSE journals) in which the results are expected to be published, with a brief explanation if necessary.

The list of literature used in the preparation of the Substantiation of future dissertation research.

Appendix (if any)

3. **Articles published by the applicant** (at the choice of the applicant) in the journal of the list of WoS, Scopus or recommended HSE journals (A-D lists check <https://scientometrics.hse.ru/en/lists/>), Higher Attestation Commission. The article can be co-authored. The subject of the article should correspond to the scientific specialty "Management".

Scientific publications, if available, are submitted as PDF files (with mandatory indication of the journal name, journal number and pages) and corresponding links to the electronic version of the publication in the public domain (if available), DOI (if available).

4. **Documents on participation in the scientific research project** of the Russian Academy of Sciences and (or) the university participating in the Priority 2030 program for the last 5 years (including the year of admission) in the fields of economics, management and business informatics, including a supporting document - certificate, reference, etc. The review and recommendation of the head of this department must also be submitted. a scientific research project. The successful completion of the research project is also confirmed by the victory in the competition of students' research papers held by HSE.¹

5. **Documents confirming the presentation** over the past 5 years with a full-time report included in the main program of a scientific conference on economics, management or business informatics (certificate of participant or conference program indicating the full name and title of the applicant's report).

¹ <https://www.hse.ru/nirs/>

6. **Diplomas and certificates confirming other academic achievements** (victories in student Olympiads, student work competitions), individual academic scholarships and study grants.

3. Components included in the portfolio documents

The selection procedures for applicants to the quota places are held in the portfolio consideration format

The portfolio is not evaluated according to criteria and scores.

| Components |
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| 1. Justification of future dissertation research |
| - the goals and objectives of the study are correctly formulated, the relevance of the study is substantiated |
| - the hypotheses of the study are correctly formulated and the scientific novelty of the questions posed in the research and the expected results are determined. |
| - an overview of relevant literature is presented, including sources included in the A-D Lists of the Higher School of Economics. |
| - a research methodology is proposed |
| - practical recommendations/justifications for managerial decision-making are formulated |
| - design of the research proposal text |
| 2. The article in the journal |
| - an article in a peer-reviewed journal indexed in the Web of Science or Scopus database, published or accepted for publication (with confirmation from the publisher). The journal is included in the A-D Lists of HSE in the field of Economics and Management. The subject of the article should correspond to the scientific specialty "Management". |
| - an article in a journal from the list of journals recommended by the Higher Attestation Commission, published or accepted for publication (with confirmation from the publisher). The subject of the article should correspond to the scientific specialty "Management". |
| 3. Scientific achievements |
| Documents on participation in the scientific research project of the Russian Academy of Sciences and (or) the university participating in the Priority 2030 program over the past 5 years in the fields of economics, management or business informatics, with feedback and recommendation from the project manager |
| Documents confirming a full-time presentation over the past 5 years, included in the main program of a scientific conference on economics, management or business informatics |
| Victory or prize-winning place in the HSE Student Research Paper Competition |