

Nichola Armstrong

Research Degree Programme Officer

Doctor of Business Administration



Contact Details

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Nichola joined University of Worcester in 1998 as a student and completed her BA (Hons) in English and Literary Studies and Education Studies. After graduating she remained in Worcester and returned to the university as an employee in 2010 to work in the central Admissions office, dealing with applications for Business and Education courses, including the undergraduate teaching degree.

After nine years in Admissions, Nicky moved to the Doctoral School in 2019. Her responsibilities to the DBA, run in collaboration with Fachhochschule des Mittelstands, Germany, have increased over the last few years, with the significant growth of number of students on the course.

Responsibilities

- Co-ordination of research degree programme applications, student progression and completion.
- First point of contact and guidance for research degree students and supervisors about any aspect of their programme.
- Planning and implementing student focussed events for example conferences, graduation events, induction.
- Act as secretary for committees and other meetings to include Research Degrees Board, Course Leader meetings and Exam Boards.
- Coordination of purchasing for the Doctoral School and student spending for individual projects.