INTERNATIONAL EXCHANGE PROGRAM – FACT SHEET, 2013-2014

CONTACT INFORMATION

Staff: Natalya Levina, Associate Director
Email: natalya@wharton.upenn.edu
Address: Wharton MBA Program Office
300 Jon M. Huntsman Hall
3730 Walnut Street
Philadelphia, PA 19104-6340
Tel: +1.215.898.3384
Fax: +1.215.898.0425
Website: www.wharton.upenn.edu

NOMINATION DATES

In order to meet the requirements of the on-line course registration system, nominations must be received by the following dates:

- Fall Semester: March 1, 2015
- Spring Semester: October 5, 2015

Nominations received after these dates may still participate in the exchange program, but may not have access to Wharton elective courses on par with other students. No new nominations will be processed four weeks prior to the start of classes.

EXPECTED ARRIVAL DATE

We recommend that students arrive a few days before classes start, in order to finalize accommodations, banking and any other final details. Depending on the semester schedule, the mandatory exchange student orientation is held either the day before classes begin or on the first day of class.

EXCHANGE INFORMATION

The MBA program staff will email information on course registration, email addresses, visas and housing students nominated to attend Wharton. These messages will contain the forms required for your exchange and other important documents.

HOUSING

While Wharton does not arrange housing directly, there are two University offices that assist students, one for on-campus housing and one for off-campus living.

APPROXIMATE LIVING COSTS

- Housing & Meals: Approximately $10,700 per semester
- Books, Supplies & Misc.: Approximately $3,100 per semester
- Health Insurance and Fees: Approximately $1700 per semester

ACADEMIC REQUIREMENTS FOR EXCHANGE STUDENTS

- Most students take 4-5 cu (credit units) per semester or 2cu per quarter. Full-semester exchange students are required to take a minimum of 3cu; half-semester students must take 1.5cu. Each full-semester course is equivalent to 1cu; each half-semester course equals 0.5cu. Students may take more than 3 or 1.5cu respectively as long as they receive credit for those courses toward their home school degree. The maximum number of credits that may be taken is 6cu in a semester or 3cu in a quarter.
- A good grasp of the English language is necessary, as all subjects are taught in English.
Exchange students may only take Wharton MBA elective courses.

**COUSE REGISTRATION**

Wharton uses a multi-round online auction for registration of elective courses. Exchange students are issued auction points on par with Wharton students. These points are used to make bids for seats in an online auction. Students must distribute their points among the various elective courses they wish to take. There are multiple rounds of auction bidding and strict rules governing participation in the auction. A copy of these auction policies is sent to all incoming exchange students and is available upon request by contacting the exchange program director.

**COURSES**

Course information is available at: [http://spike.wharton.upenn.edu/materials/index.cfm](http://spike.wharton.upenn.edu/materials/index.cfm).

The Wharton MBA Program offers a broad and deep variety of subjects in:

- Accounting
- Business & Public Policy
- Communication
- Finance
- Health Care Systems
- Legal Studies & Business Ethics

- Management
- Marketing
- Operations & Information Management
- Real Estate
- Statistics

**CLASS SIZE**

Class size typically ranges between 15 and 60 students. The total number of full-time MBA students is approximately 1,700. There are also approximately 2,400 undergraduate and 180 doctoral students enrolled at Wharton. Occasionally students from these divisions will enroll in MBA courses.

**ASSESSMENT**

Courses include different forms of assessment, such as exercises, assignments, in-class participation, research papers, quizzes, tests or examinations. Each student is responsible for individually meeting all course requirements.

**GRADES & ACADEMIC POLICIES**

Wharton’s MBA courses are graded on a traditional letter-grade system of A through F, with + and - distinctions. For MBA classes with an MBA enrollment of 20 or more, at the conclusion of the course, the Class MBA Grade Point Average (CMGPA) may not exceed 3.33. Likewise, in a Wharton MBA class with an enrollment of 20 or more, students whose performance falls in the lowest 10% receive an LT (lowest 10%) designation attached to the grade. A complete description of Wharton academic policies is available in our MBA Resource Guide, available on line at [http://www.wharton.upenn.edu/mbaresource/](http://www.wharton.upenn.edu/mbaresource/).

**CAREER MANAGEMENT**

Career services, on par with those received by Wharton MBAs, are available to exchange students during the period of exchange. These services are coordinated by Wharton MBA Career Management. An orientation for exchange students is conducted by a member of career management staff shortly after arrival. For more information, please visit the MBA Career Management website: [http://mycareer.wharton.upenn.edu/mbacareers/](http://mycareer.wharton.upenn.edu/mbacareers/).

**STUDENT SERVICES**

- **Counseling:** Academic advising is provided by the MBA Program Office. Personal counseling services are offered on campus by the University’s Counseling & Psychological Services (CAPS) office. For more details you can browse the CAPS website: [http://www.vpul.upenn.edu/caps/](http://www.vpul.upenn.edu/caps/).
- **Student Clubs:** There are numerous student clubs managed by MBA students under the auspices of the Wharton Graduate Association (WGA). A complete list of clubs can be found on the WGA website: [http://wga.wharton.upenn.edu/](http://wga.wharton.upenn.edu/). There is a WGA membership, which is normally prorated for exchange students based on the length of their exchange period. Individual clubs may also charge a fee for individual activities.
Mail Folders & Lockers: Each student is assigned a mail folder; lockers are available upon request and subject to availability.

Computing & Info Technology: Exchange students have access to all IT facilities, including email, webCafé and the internet. Computer labs are located in Jon M. Huntsman Hall; wireless access is also available.

Library: While there is no Wharton library located in Jon M. Huntsman Hall, Lippincott Library is dedicated to Wharton. Information on library services can be found via the Penn Library website: [http://www.library.upenn.edu](http://www.library.upenn.edu).

Athletic Facilities: The University of Pennsylvania has many facilities on campus including an Olympic-size swimming pool, ice skating rink, tennis courts, sauna, squash courts, dance and martial arts studios, basketball courts, gymnasium, outdoor field space, weight room, golf simulator, Pilates room, and rock-climbing practice wall. The Penn Department of Recreation also provides group exercise programs, personal training, and outdoor adventure excursions. The Pottruck Center is located across the street from Jon M. Huntsman Hall and has state-of-the-art gym equipment. There is a fee for use of this facility. For more details, please visit: [http://www.upenn.edu/recreation](http://www.upenn.edu/recreation).

ALUMNI SERVICES
Exchange students are not considered Wharton alumni and therefore are not eligible for alumni services.

BUDDY SYSTEM
Each exchange student is paired with a Wharton MBA student. This “buddy” helps the visiting student navigate the Wharton experience, including academics, career management and social life.

**Academic schedule**

**FALL 2015**

**AUGUST**

Wed, Aug 26  First day of Q1 and Fall Semester courses

**SEPTEMBER**

Tues, Sept. 1  Last day to drop, without penalty, Q1 or full semester courses at capacity

Mon, Sept. 7  Last day to add Q1 or Full Semester courses

Mon, Sep 14  Labor Day - Classes do not meet

Mon, Sep 21  Last day to change grading status on Q1 or Full Semester courses (e.g., add or remove pass/fail option)

**OCTOBER**

Wed, Oct 7  Last day for Q1 Core courses

Core courses operate on a Monday schedule

Wednesday only Core classes do not meet

Monday only Core classes meet

Thurs, Oct 8  Reading Day for Core Exams - Core classes do not meet

Thurs-Fri, Oct 8-9  Fall Break - Elective classes do not meet

Fri-Thurs, Oct 9-15  Core Exams - See Exam Schedule for exact dates & times

Core classes do not meet

Thurs, Oct 15  Last day for Q1 Elective courses

Mon, Oct 19  First day of Q2 Elective & Core courses

Final day to drop Full Semester courses

Thurs, Oct 22  Last day to drop, without penalty, Q2 courses at capacity

Last day to add Q2 courses
NOVEMBER

Thurs, Nov 5  Last day to change grading status on a Q2 elective (e.g., add or remove pass/fail option)
Tues, Nov 10  Final day to drop Q2 classes
Mon-Wed, Nov 23-25  Core classes do not meet
      University operates on a Thursday schedule
Tue, Nov 24  Tuesday only elective classes do not meet
      Thursday only elective classes meet
      University operates on a Friday schedule
Wed, Nov 25  Wednesday only elective classes do not meet
      Friday only classes meet
Thu-Sun, Nov 26-29  Thanksgiving Break - Classes do not meet

DECEMBER

Thurs, Dec 3  Last day for Q2 and Full Semester Core courses
Mon-Tues, Dec 7-8  Core classes do not meet
Tues, Dec 8  Last day for Q2 and Full Semester Elective courses
Wed-Thu, Dec 9-10  Final exam reading days - Classes do not meet
Fri-Fri, Dec 11-18  Final exams for Q2 and full semester core and elective courses
      Winter Break begins at close of exams

SPRING 2016

JANUARY

      First day of Q3 and Full Semester Core courses
      Wharton MBA Program operates on a Wednesday schedule
Mon, Jan 11  Monday only Core classes do not meet
      Wednesday only Core classes meet
      First day of Q3 and Full semester elective courses
      University operates on a Monday schedule
Wed, Jan 13  Wednesday only classes do not meet
      Monday only classes (Core and Elective) meet
Mon, Jan 18  Martin Luther King, Jr. Day observed - Classes do not meet
      Last day to drop, without penalty, Q3 or spring semester courses at capacity
      Last day to add Q3 or spring semester courses
Thur-Fri, Jan 21-Jan 29  Focused Recruiting Period - Core classes do not meet

FEBRUARY

Tues, Feb 2  Last day to change grading status on a Q3 or spring semester course
      (e.g., add or remove pass/fail option)
Thurs, Feb 11  Final day to drop Q3 classes

MARCH

      Last day for Q3 Core courses
      Core courses operate on a Thursday schedule
Tues, Mar 1  Tuesday only Core courses do not meet
      Thursday only Core courses meet
Tues-Fri, Mar 1-4  Core Exams - See Exam Schedule for exact dates, times & locations
Wed-Thurs, Mar 2-3  Core classes do not meet
Thurs, Mar 3  Last day for Q3 elective courses
Sat-Sun, Mar 5-13  Spring Break - Classes do not meet
Mon, Mar 14  First day for Q4 Core and Elective courses
      Final day to drop Full Semester classes
Thur, Mar 17  Last day to drop, without penalty, Q4 courses at capacity*
Last day to add Q4 courses

Thurs, Mar 24

Last day to change grading status on a Q4 elective (e.g., add or remove pass/fail option)

APRIL

Tue, Apr 5       Final day to drop Q4 courses
Thurs, Apr 21   Last day for Q4 and Full semester Core courses
Weds, Apr 27    Last day for Q4 and Full semester Elective courses
Thu-Fri, April 28-29  Reading Days

MAY

Mon-Tue, May 2-10  Final Exams
Sun, May 15       MBA Commencement Ceremony
Mon, May 16       University of Pennsylvania Commencement