The Marshall MBA International Exchange Program (IEP)

Academic Qualifications & Program Requirements

Who is eligible to participate in the International Exchange Program?

- Be a current Marshall MBA or MBA.PM student;
- Maintain a minimum 3.0 cumulative GPA in your MBA classes at the time of application AND before commencement of your approved exchange studies abroad;
- Successfully complete all of your MBA core courses before the start of your study abroad term;
- Complete and return all IEP application materials by posted deadlines.

Notes:
- Participating in IEP does not take the place of PRIME or PM GLOBE.
- Dual degree students, students who have already taken courses for C/NC, or courses outside of Marshall, should speak with their academic advisor to understand the impact participating in IEP will have on graduation requirements.
- Students selected to participate in the IEP must attend a mandatory Orientation Meeting with the IEP Coordinator to discuss and complete program participation forms before their studies abroad begin.

USC Course Registration and Unit Credit

The number of units students are required to take while abroad varies among partner universities. Please review Grade and Unit Information document for specific requirements. All applicants must review this IEP Site Information document for host institution information, including USC credit award information from the IEP website: www.marshall.usc.edu/mbaiep. Total credits awarded at USC for study abroad coursework will be calculated based on the host institution’s official designations of course hours and/or units, not those assumed by students for any other reason. Changes to individual host institution unit requirements may occur from time to time as a result of changes to the host institution’s curriculum and course offerings, but the Marshall School will do its best to notify students of such changes as soon as they are known.

Although courses must be taken on a letter grade basis at the host institution, USC transcript markings will only be made on a Credit/No Credit basis. A maximum of 16.0 units of Credit/No Credit coursework can be applied towards your Marshall MBA degree; since your IEP units will be graded CR/NC, you must factor in any other Credit/No Credit coursework (such as ABAC and independent study projects) when planning your elective study.

Students must request that an official transcript from their host institution be sent to the Marshall IEP Coordinator at the program’s end to certify satisfactory completion (equivalent to a passing grade) of all course work at the host institution. In addition, IEP participants must submit to the Marshall IEP Coordinator an evaluation form on their study abroad experience at the conclusion of the program before transcripts from their host institutions will be processed.

Financial Responsibilities

Students will pay USC tuition at the current Marshall unit rate during their study abroad term, while attending one of Marshall’s MBA partner institutions. In addition, students are directly responsible for
covering all expenses incurred for travel, accommodations, food, personal items, books, supplies, insurance, and any other miscellaneous items related to studying abroad. This may include housing or program fees assessed by the host institution. Any arrangements for payment of these additional fees required by the host institution will be the sole responsibility of each student. Marshall MBA and MBA.PM students with financial aid are responsible for meeting with a financial aid advisor and understanding the financial aid implications prior to their departure for the host institution.

Health Insurance
All students are required to have USC-sponsored health insurance coverage before leaving for a study abroad program. There are two types of acceptable coverage plans: the standard USC Student Health Insurance Plan for USC Students (in which all students are automatically enrolled unless they have qualified for a waiver) or the Health Insurance Plan for USC Students Studying Overseas. Note: The Health Insurance Plan for USC Students Studying Overseas is not as comprehensive or costly as the standard plan, but will be mandatory for any student who qualifies and requests for a waiver from the standard plan.

Housing
Students are responsible for making their own housing arrangements overseas. However, the exchange program coordinator of the host institutions will often be able to assist students in identifying any on-campus housing possibilities or off-campus living arrangements whenever possible.

Passports, Visas, and Health Related Information
Students are responsible for researching and knowing what documents are required for the country in which they will be studying. Note: Students should have a current passport that is valid for an additional six months after the end of their desired study abroad program. Visa information may be obtained by contacting the Consulate or Embassy office of the host country. In addition, students are responsible for meeting with their physician or with the USC Student Health Center to understand and fulfill any specific immunization requirements of their host country before their departure. Students may also obtain health information, including preventative measures, through the Center for Disease Control and Prevention’s website at: http://www.cdc.gov/travel

Partner Institution Program Information
Students are responsible for reviewing the contents of the IEP Site Information document for important host institution information from the IEP website: www.marshall.usc.edu/mbaiep. Additionally, specific program information may be viewed on each partner program’s listed web sites. Limited supplemental program information may also be viewed in the Global Programs and Partnerships Office in BRI 310. Note: Most study abroad course offerings are taught in English. However, foreign language proficiency may be required (or very useful) at select partner institutions.

Contact Information:
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Global Programs and Partnerships
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