

**Marshall MBA International Exchange Program**  
Frequently Asked Questions By Marshall Students

**1. Q: How many Marshall students can attend each of the partner institutions in any given year?**

A: We generally have (1-2) semester exchange slots per year at any given partner institution. Those selected to participate on exchange will be approved for either the fall or spring term, depending on their desired listing on the IEP application form. In special instances, however, we are able to negotiate a higher number of semester exchange slots for a particular year with some of our partners – depending on the degree of student exchange interest at both sites.

**2. Q: On what basis are student IEP applications considered?**

A: Applications are considered along three different areas...

1. Academic performance to date
2. Background/work experience
3. Statement of Purpose

**3. Q: When will I be notified of my placement in the IEP?**

A: Placement offerings in the IEP are not guaranteed. Within 24 hours of the IEP application deadline, all applicants will receive an email notification that their applications have been received and are under the process of review. Students should not contact the IEP coordinator for updates on the status of their application during this review period. Applicants for the Summer program will be notified by January 20<sup>th</sup> as to the determination made on their application. Applicants for the Fall/Spring programs will be notified by approximately March 1<sup>st</sup>.

**4. Q: If I submit my application in early, will that increase my chances of a placement in the IEP? That is, are placements on a first-come, first-served basis?**

A: No. IEP applications will not be reviewed until after the deadline date for submissions. All applications will be given the same consideration, regardless of submission date as long as this is before the deadline given.

**5. Q: Who comprises the IEP Selection Committee?**

A: The composition of the IEP Selection Committee changes from year to year. Members may include a mix of Marshall faculty, program directors and advisors. Names of the Committee members, however, will remain confidential and the determinations of the Committee are final.

**6. Q: If I am given a placement offering in the IEP, but later find that I am unable to study abroad during the term I was approved for, may I defer my participation in the IEP for a future term?**

A: This will depend on your requested deferment term, and on the ability of the approved exchange partner's ability to host you during your newly desired exchange term. In most cases, as long as selected IEP participants request such a deferment within the guidelines below, the request will be approved:

1. Participants must request the deferment before all mandatory USC and Marshall IEP participation forms are due for their initially approved exchange term. These forms are only given to approved participants at the mandatory IEP orientation meeting, at which time the deadline for these forms will also be noted.
2. The requested deferment term must be within the same IEP program cycle (ex: the IEP 2011-12 program cycle is comprised of Fall 2011, and Spring 2012)

Students must re-apply for program admittance during the next application and selection cycle if their desired deferment date is outside the program cycle for which they were initially selected.

Note: Students who withdraw from the IEP after the deadline date of the mandatory USC and Marshall IEP participation forms will not be eligible for a future placement offer, within the same program cycle or any other future cycle. Without notification to the IEP coordinator of the need to withdraw from the program by this deadline date, the placement slot becomes a lost opportunity for all other applicants who we were not able to accommodate initially. For this reason, selected IEP participants should take their placement offers seriously and notify the IEP coordinator immediately regarding any change in their ability to study abroad.