
Chazen MBA Exchange Program

Requirements:

- Completion of all core course requirements by the exchange term.
- Must be a second-year student.
- Solid academic record. Students must remain in good standing in order to participate in the exchange program.
- A student may not apply to a country where he or she is a citizen or a permanent resident (Not applicable for Berkeley).
- Dual-Degree students may NOT participate in the exchange program.
- Students who wish to spend a semester abroad as an exchange student will have to “pay” 4000 bid points. Points will be deducted when the program application is submitted. If not selected, the bid points will be returned to the students. Students will need to plan ahead to ensure they have the requisite points to participate.

General Information

Language:	Course instruction is in English for most programs. However, a working knowledge of the language in the country where the school is located is recommended. Most exchange schools offer pre-term language courses.
Course credit:	Students take a full course load and Columbia provides 5 classes worth of credit on a pass/fail basis (i.e. 15 credits).
Costs:	Students pay tuition and health insurance to Columbia Business School. Students are responsible for their own room, board and travel expenses.
Exchange schools:	A list of exchange schools, as well as files containing information about courses, faculty, housing and costs are available at The Chazen Institute. Student evaluations and school profiles are also available for most programs.

Exchange Application Checklist

- Information sheet - found on page 3 of this application.
- Essay – guidelines below: 1 page maximum, 12 font, 1 inch margins.
- Unofficial transcript – can be printed off of SSOL (student services online off of mygsb).
- Resume
- At least one letter of recommendation written specifically for the exchange program.

Essay

Please explain in a one page essay:

- why you wish to participate in the exchange program
- why you chose the particular schools
- how study at the particular school/region will help you in accomplishing your future goals
- what types of courses you plan to take
- why you would be an effective representative of Columbia Business School

Interviews and Decision Notification

Interviews with The Chazen Institute staff will be conducted in the weeks following the application deadline.

Evaluation Criteria

Applicants will be evaluated based on the strength of their essay, interview, academic performance and language ability.

Post-Exchange Deliverable

One month after your semester abroad has ended, an evaluation of your exchange experience must be submitted to the Chazen Institute. This form will be sent to you via email towards the end of the semester.

Information Sheet

Name: _____

Address: _____

Phone: _____

Email: _____

Uni : _____

What term are you currently in? : _____

Country(ies) of citizenship: _____

Date of Birth: _____

Have you taken all of the core courses? Yes No

If not, please list the core courses that you haven't yet taken.

Please list your first three choices for exchange programs (Due to the popularity of some programs, it is strongly recommended that you apply to three schools)

1. _____

2. _____

3. _____

Please list foreign languages you know and level:

Language _____

Level _____

Language _____

Level _____

Language _____

Level _____

Application Submission

Please submit a hard copy of materials to The Chazen Institute in room 212 Uris Hall. If you have any questions, please contact us at 212-854-4750 or Chazen@columbia.edu