



Ohio State University – Fisher College of Business

Business School Exchange

Notes of Guidance for Exchange Students

Please check information on host university's website for accuracy

In 1993, the college received a gift from alumnus Max M Fisher, a leading industrialist and in recognition of this, the college was named the Max M Fisher College of Business. Fisher's international reputation continues to rise and is reflected in its rankings which place it among the top 25 business schools in the US at both undergraduate and graduate levels.

The Ohio State University's main Columbus campus is one of the USA's largest and most comprehensive with more than 55,000 students across 14 colleges. Columbus is a friendly city of modern high-rise and old buildings along the banks of the Scioto river. Its attractions include the performing arts with three historic theatres, exciting sports (athletics, hockey, major league soccer), fine restaurants and hotels, and specialty shops. Fisher College of Business is located at the northern entrance of The Ohio State University main campus. The campus features a state-of-the-art computer network, satellite up-link capabilities, video-on-demand, and nearly 3000 computer ports.

Further information about Ohio state and the Fisher College:

<http://www.osu.edu/index.php>

<http://fisher.osu.edu/about>

Fisher College student exchange:

<http://fisher.osu.edu/international/student-exchange/inbound-students/>

Study Dates

Generally, autumn semester classes begin on Wednesday of the third or fourth week in August and end the first week in December. Spring semester classes typically begin on Monday of the second week in January and end the third week in April. Exmas take place in December and April/May. See the Academic Calendar:

<http://registrar.osu.edu/staff/bigcalsem.asp>

Orientation

As an international student, you are required by the United States Department of Homeland Security to report to the Office of International Affairs prior to the beginning of your academic program. New students are required to attend both the check-in and orientation programme. See the Office of International Affairs website for more information:

<http://oia.osu.edu/international-students/pre-arrival-information.html>

Please be aware that the check-in and orientation process involves multiple mandatory steps including orientation, placement tests if applicable, course registration, and a health screening. On average it takes 5-7 days to complete the process. Please make your travel plans accordingly.

Academic Work

Selection of Courses

Students should select 5 courses, see <http://buckeyelink.osu.edu/>, scroll down to Academics, and use the Schedule of Classes (Public Access) link. Students must take a minimum of two Business Classes (BUSADM, BUSFIN, BUSMGT, BUSMHR, BUSML also ACCTMIS). Economics (ECON) is not in the Fisher College of Business, it falls under the College of Social and Behavioral Sciences. You may take such courses but not as one of the two required business classes.

Undergraduate students must register for a minimum of 12 credit hours. Most business courses are 3 credit hours if a full semester; 1.5 credits if a 7-week module; other courses at the University vary. Please check the prerequisites for each course. The appropriate level of courses is those numbered in the 300 and 400 categories.

Assessment

GRADING: Letter graded from A-E with "D" are awarded as marginally passing and E as failing. Final grades are often based on class participation, case analyses, projects, presentations, papers, quizzes, mid-terms, and/or exams.

Finances

Financial Evidence

The following supporting documents are required in addition to your application as evidence of sufficient funds for the period of your exchange: Proof of Support form and bank documents (must be translated into English and show funds in US dollars). Documents must be scanned as PDFs and uploaded with your application. Suitable documentation might include:

- An original letter notifying you of the award of a maintenance grant and/or student loan.
- An original letter from a bank stating your current financial situation.
- An original and signed letter from a parent or friend's bank stating their current financial situation, coupled with a letter from the bank account holder confirming their willingness to provide a stated level of financial support.

Costs

Some of the costs (eg on-campus accommodation) are still listed per quarter on the Ohio State website – these will be updated as the University moves to a semester system from 2012. You will be required to pay for the following (all figures are approximate):

- tuition fees to the University of Edinburgh – contact the agency which is paying your fees (e.g. LEA/SAAS) and ensure that payment is arranged for your time abroad
- on-campus housing costs estimated at \$1765 - \$2420 per quarter.
- health insurance (mandatory) - \$725 per semester. All international students are required to purchase Ohio State Student Health Insurance and are automatically enrolled in the Comprehensive Plan which includes medical, prescription, dental, and vision coverage. Very few exceptions are made to this policy; the only exceptions considered are as listed on the Office of International Affairs website, see <http://oia.osu.edu/life-at-ohio-state/health-insurance/students.html>
Costs will still be incurred after a visit to the doctor or for a prescribed drug: health insurance reduces these costs but does not eliminate them altogether.
- Books – textbooks are expensive in the US and you are expected to buy required books and cases for each class (copies are not automatically available in the Library). One book could cost more than \$200.
- Transportation – the campus 24-hour bus service is free; students can purchase a pass for unlimited use of the Columbus public bus service (\$9 per quarter)
- One-way air travel to US approximately £600-800.
- Students are advised to bring \$1000-1500 in cash or travellers cheques on arrival to cover initial expenses.

Employment

Students should check the Jobs Bulletin Board or website for employment opportunities on-campus. Jobs which are listed as “Work Study” are only available to US citizens. You should consult with an Immigration Coordinator in the Office of International Affairs before applying for any jobs off-campus.

Grants and Loans

If you are in receipt of a maintenance grant and/or a student loan, you should inform the awarding body that you have been selected to participate in the exchange. You may request that payment be made early. The awarding body will need payment instructions, namely details of a bank account into which it can be paid directly, or a nominated individual to whom cheques can be posted. Do not forget to complete the necessary grant or loan application each year.

International Student Exchange Identity Card - ISE Card

The ISE Card is a student discount card which allows students to enjoy discounts, concessions, or other benefits at transportation companies, museums, attractions, national parks, accommodations, restaurants and numerous other venues all over the world. <http://www.isecard.com>

Insurance

All students are required to have mandatory health insurance as detailed under Costs above.

Visas

Useful Embassy details:

Embassy Website: www.usembassy.org.uk

On no account should students enter the USA on a tourist visa. As a general rule, students are issued with a J-1 visa in recognition of participation in the exchange programme.

Safety

We hope your stay at your exchange destination will pass without any undue incident with regard to your safety. However, as you will be staying in a different environment and culture, you should be prepared to take necessary precautions if appropriate.

We would advise you to consult with the Office of International Affairs on your arrival and also look at the following website which will give you up-to-date government information on the country you will be visiting.

<http://www.fco.gov.uk/>

If you find yourself without any access to cash, without your passport, or in any other serious kind of trouble, the British Consulate will try to help. In the unlikely event of you being arrested for a serious offence, insist on the Consulate being informed; a consular officer who can advise on local procedures etc will contact you as soon as possible.

Please also inform the International Office and your DOS of any problems relating to your health or safety whilst on your study abroad exchange.

DISABILITY STATEMENT

Some destinations may be more accessible than others for disabled students. If you require any adjustments due to disability or specific learning difficulties and you wish to study abroad please contact the Business School in the first instance (adjustments@business-school.ed.ac.uk). We will liaise with you and the Student Disability Service at Edinburgh to explore the help available at your host institution. It would also be helpful if you discuss this with your Director of Studies and the Student Disability Service.

Contacts

<p>Ohio State Roman Nitze Program Coordinator Fisher College of Business Ohio State University 2100 Neil Avenue Columbus, OH 43210-1144 USA Tel: 001-614-688-8090 Email: nitze_1@fisher.osu.edu</p>	<p>Edinburgh Lorraine Edgar/Janet Ellis The University of Edinburgh Business School Undergraduate Office 29 Buccleuch Place Edinburgh, EH8 9JS Tel: +44 (0)131 650 3828/651 3798 Fax: +44 (0)131 650 8337 Email: Lorraine.Edgar@ed.ac.uk or Janet.Ellis@ed.ac.uk</p>
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These notes are for guidance only. We have tried to keep them up to date, but it is very difficult to do so without your input. So, if you can keep notes of any inaccuracies in this information we should be glad to hear of them on your return to Edinburgh. Any other observations and impressions about your stay will also be useful and will help those students who participate in the exchange in future years.

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The University of Edinburgh Business School
29 Buccleuch Place, Edinburgh, EH8 9JS

Tel: 0131 650 3900
Fax: 0131 650 8337

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