

T H E A L L I A N C E



Frequently Asked Questions	Wharton student interested in INSEAD	INSEAD student interested in Wharton
<b>1. Application Process</b>		
<p>When can I apply for a PhD exchange?</p>	<p>Students are eligible (conditional on space being available at INSEAD) to participate in the Wharton-INSEAD Ph.D. Exchange only after they have completed one full academic year in residence in the Wharton Ph.D. Program AND have successfully passed a qualifications examination in their home department.</p> <p>The application form must be submitted by May 31<sup>st</sup> of the year preceding the academic year when the visit will occur.</p> <p>Some financial aid may be available through the Wharton-INSEAD Alliance. Applications should be submitted to the Alliance Research Director.</p> <p><b>SEE TERMS &amp; CONDITIONS</b></p>	<p>Students are eligible (conditional on space being available at Wharton) to participate in the INSEAD-Wharton Ph.D. Exchange only after they have completed one full academic year in residence in the Wharton Ph.D. Program AND have successfully passed a qualifications examination in their home department.</p> <p>The application form must be submitted by May 31<sup>st</sup> of the year preceding the academic year when the visit will occur.</p> <p>Some financial aid may be available through the INSEAD-Wharton Alliance. Applications should be submitted to the Alliance Research Director.</p> <p><b>SEE TERMS &amp; CONDITIONS</b></p>
<p>When can I apply for a PhD Short Term Visit for 4-weeks or less?</p>		
<p>When can I apply for a PhD Short Term Visit for colloquia?</p>		
<p>Can I visit either INSEAD Campus?</p>	<p>Students may choose either campus (Fontainebleau or Singapore), according to the location of a Wharton faculty exchange member and/or an INSEAD faculty member advising the student on a research project.</p>	<p>Visits should be arranged with the host institution in advance so that the faculty sponsor, student and host department can work out a mutually optimal time for the visit.</p>

T H E A L L I A N C E



<p>What length of time can I go on an exchange for?</p>	<p><b>A minimum of one term of study and a maximum of one academic year will be permitted in the program.</b> The operation of this program during the summer sessions will be at the discretion of the host and home institutions. Wharton Ph.D. students are not registered during the summer term.</p>	<p><b>As there is generally higher demand than supply, students are limited to one period (equivalent to one Wharton quarter) on exchange.</b> The duration of the visit can be reviewed, based on specific research needs.</p>
<p><b>Frequently Asked Questions</b></p>	<p><b>Wharton student interested in INSEAD</b></p>	<p><b>INSEAD student interested in Wharton</b></p>
<p>Is the exchange designed for research work?</p>	<p>The Wharton-INSEAD exchange for Ph.D. students mainly focuses on providing the Ph.D. student with the opportunity to work with either a Wharton Faculty Member who is currently working at INSEAD as a Wharton-INSEAD Faculty Exchange member, or an INSEAD Faculty member who shares the same research area of interest.</p> <p>During the exchange, visiting doctoral students should actively seek opportunities to present their research to faculty and other students.</p> <p>As a full-time student, working while at the host school is not permitted <u>and will not be covered by the Alliance.</u></p> <p>In addition, The <a href="#">Alliance Center for Global Research and Education</a> has extended its reach to Wharton and INSEAD Ph.D.s by making them eligible to join a faculty member from the partner school in order to constitute an Alliance Center research project.</p> <p><b>SEE TERMS &amp; CONDITIONS</b></p>	<p>The INSEAD-Wharton exchange for Ph.D. students mainly focuses on providing the Ph.D. student with the opportunity to work with either an INSEAD Faculty Member who is currently working at Wharton as an INSEAD-Wharton Faculty Exchange member, or a Wharton Faculty member who shares the same research area of interest.</p> <p>During the exchange visiting doctoral students should actively seek opportunities to present their research to faculty and other students.</p> <p>As a full-time student, working while at the host school is not permitted <u>and will not be covered by the Alliance.</u></p> <p>In addition, The <a href="#">Alliance Center for Global Research and Education</a> has extended its reach to INSEAD and Wharton Ph.D.s by making them eligible to join a faculty member from the partner school in order to constitute an Alliance Center research project.</p> <p><b>SEE TERMS &amp; CONDITIONS</b></p>
<p>How do I find out more about the exchange program?</p>	<p>The <a href="#">Doctoral Programs Page</a> of the Wharton Intranet INSIDE Wharton. <a href="http://www.wharton.upenn.edu/doctoral-inside/">http://www.wharton.upenn.edu/doctoral-inside/</a></p>	<p>Refer to the INSEAD-Wharton Alliance website for information and applications: <a href="https://www.insead.edu/about/alliance-partnerships/insead-wharton-alliance/exchanges">https://www.insead.edu/about/alliance-partnerships/insead-wharton-alliance/exchanges</a></p>

T H E A L L I A N C E



<p>What are the methods/criteria used in selecting participants?</p>	<p>Any eligible Wharton or INSEAD student should complete and submit a <a href="http://inside.wharton.upenn.edu/faculty/">Wharton-INSEAD Ph.D. Student Exchange Application</a>. <a href="http://inside.wharton.upenn.edu/faculty/">http://inside.wharton.upenn.edu/faculty/</a></p> <ul style="list-style-type: none"> <li>• Permission to participate in the program requires the approval of all the officials from both schools listed on the form including the invitation letter from the Vice Dean of the Wharton Doctoral Programs.</li> <li>• A Wharton Faculty Exchange member or INSEAD faculty member must agree to serve as a sponsor during the duration of the Ph.D. student's visit.</li> <li>• ALL approvals must be obtained two months before the registration date at the host institution.</li> <li>• Selection of Wharton students for the INSEAD exchange will be governed by Wharton's policies for international exchange programs. Preference will be given to students with strong academic records.</li> </ul> <p><b>SEE TERMS &amp; CONDITIONS</b></p>	<p>Should you be interested in visiting Wharton, you must show good academic and financial standards before departure. INSEAD students should complete and submit an <a href="#">INSEAD-Wharton Ph.D. Student Exchange Application</a>.</p> <ul style="list-style-type: none"> <li>• Permission to participate in the program requires the approval of all the officials from both schools listed on the form.</li> <li>• An INSEAD Faculty Exchange member or Wharton faculty member must agree to serve as a sponsor during the duration of the Ph.D. student's visit.</li> <li>• ALL approvals must be obtained two months before the registration date at the host institution.</li> </ul> <p><b>SEE TERMS &amp; CONDITIONS</b></p>
<p>Am I guaranteed to be able to go on exchange?</p>	<p>Exchanges are not automatic. In order to be sure that the timing of the visit has greatest educational value, the department and visitor must work out an optimal time—something that is a function of the student's goals for the visit and the department's ability to accommodate a visitor.</p>	<p>Exchanges are not automatic. In order to be sure that the timing of the visit has greatest educational value, the department and visitor must work out an optimal time—something that is a function of the student's goals for the visit and the department's ability to accommodate a visitor.</p> <p>Once the application process is completed, the Wharton Host Department will issue a letter of invitation which will include a statement of the planned duration of the visit and the visit's goal.</p>
<p>What is expected of an exchange student?</p>	<p>The exchange student should be actively involved in the life of the host department and attend all organized events, seminars, etc. The student is expected to spend the majority of their exchange visit on campus of the host school.</p>	<p>The exchange student should be actively involved in the life of the host department and attend all organized events, seminars, etc. The student is expected to spend the majority of their exchange visit on campus of the host school.</p>
<p>What is the status of a Ph.D. student studying abroad?</p>	<p>Wharton Ph.D. students remain full-time students registered at the University of Pennsylvania, Wharton School during the time spent on the exchange program. A special course #996 for "Dissertation Abroad" will be set up for the student by their</p>	<p>INSEAD Ph.D. students remain full-time students of INSEAD during the time spent on the exchange program.</p>

T H E A L L I A N C E



	Department administrator if the student is visiting during the Fall or Spring term. Ph.D. students do not register for summer courses.	
I'm an International student. Do I need to apply for a student visa?	Yes. INSEAD will assist you with this process.  <b>SEE TERMS &amp; CONDITIONS</b>	<b>Yes. You must obtain a student visa.</b> Wharton will assist you with this process. No other visa will be acceptable. You must submit an electronic version of your student visa to Michele Klekotka at <a href="mailto:Klekotka@wharton.upenn.edu">Klekotka@wharton.upenn.edu</a> prior to your departure from INSEAD to verify the correct visa has been obtained. <a href="#">PENN Global Student Scholar Services</a>  <b>SEE TERMS &amp; CONDITIONS</b>
<b>2. Courses, Credits &amp; Transcripts</b>		
Can credit be obtained for coursework?	Wharton Ph.D. students may only obtain up to a maximum of 3 CU's of elective course work from INSEAD. No course credit for courses that have a core program requirement will be given.  Elective courses taken at INSEAD must be related to the Ph.D. student's dissertation research and approved by the Faculty Ph.D. Coordinator in their department before a transfer of credit is given. Ph.D. students can refer to the Wharton Ph.D. Resources website: <a href="http://www.wharton.upenn.edu/doctoral-inside/">http://www.wharton.upenn.edu/doctoral-inside/</a> for information on how to obtain Transfer of Credit for Graduate coursework.	INSEAD Ph.D. students going to Wharton for course work need to have the prior agreement of their Area in order to validate their elective course work at Wharton.  The coursework should be relevant to their research interests. Transfer of credit (s) for taken courses at Wharton will have to be approved by the INSEAD Ph.D. Office in coordination with the Area Ph.D. representative.  No course credit for core and required area courses will be given.
Do I have access to classes outside of the business school?	INSEAD is a stand-alone business school. There are no departments outside of the business school.	The exchange agreement is for Wharton Ph.D. courses only. Exchange students may not take courses at other schools within the University of Pennsylvania, including those offered by the Lauder Program.
Where can I find a list of courses?	Course lists are updated for both Wharton and INSEAD each academic term and can be located on the Wharton Ph.D. Resources website: <a href="http://www.wharton.upenn.edu/doctoral-inside/">http://www.wharton.upenn.edu/doctoral-inside/</a>	Course lists are updated for both INSEAD and Wharton each academic term and are located on the INSEAD Ph.D. intranet page: <a href="https://inside.insead.edu/phd_intranet/Period_Schedule.htm">https://inside.insead.edu/phd_intranet/Period_Schedule.htm</a>

T H E A L L I A N C E



	*Note: Wharton does not offer Ph.D. level courses during Summer Sessions.	
Is this a dual-degree program? Do I get a diploma from the host school?	No.	No.
What does it say on my diploma and transcript?	Courses taken on exchange will not appear on your transcript. You will be given transfer credit if the Ph.D. Coordinator approves the courses. You can apply to Ph.D. elective courses for your doctoral program. Your diploma will not mention INSEAD. *Each course credit is equivalent to 1CU (Credit Unit). See Wharton Policy and Procedures on Transfer Credit.	Courses taken on exchange appear on your INSEAD transcript. Your diploma does not mention Wharton.
Do I become an alumna/alumnus of the host school?	No. You have access to the alumni database during the period of the exchange but not before or after.	No. You have access to the alumni database during the period of the exchange but not before or after.
<b>3. Finance &amp; Funding</b>		
What kind of funding is available as part of the Ph.D. Exchange?	<p>1) Your <u>Stipend</u> will continue to be paid to you by your home school during your approved exchange visit to INSEAD.</p> <p>2) <u>Ph.D. funding for travel and housing</u>: Funding may be awarded to the visiting student only after successful completion of application, see items covered below:</p> <ul style="list-style-type: none"> <li>• Travel, one approved round trip economy class fare from Paris to Philadelphia (<b>one-way tickets are not acceptable</b>), or one approved round trip economy class fare from Singapore, up to €1,600.00. <b>Tickets should be purchased well in advance in order to obtain the best price.</b></li> <li>• Ground transportation to/from airport for departure and return visit</li> <li>• Housing (see Number (4) below)</li> </ul> <p>Submission of <a href="#">Ph.D. Exchange Application</a> must be completed and approved prior to the submission of the <a href="#">Exchange Budget Application</a>.</p>	<p>1) Your <u>Stipend</u> will continue to be paid to you by your home school during your approved exchange visit to Wharton.</p> <p>2) <u>Ph.D. funding for travel and housing</u>: Funding may be awarded to the visiting student only after successful completion of application, see items covered below:</p> <ul style="list-style-type: none"> <li>• Travel, one approved round trip economy class fare from Paris to Philadelphia (<b>one-way tickets are not acceptable</b>), or one approved round trip economy class fare from Singapore, up to €1,600.00. <b>Tickets should be purchased well in advance in order to obtain the best price.</b></li> <li>• Ground transportation to/from airport for departure and return visit</li> <li>• Housing (see Number (4) below)</li> </ul>

# T H E A L L I A N C E



	<p>Acceptance to the Exchange Program is not a guarantee of receiving funding from the Alliance Research Center. <b>This does not cover</b> taxes, books, utilities or technology related purchases (computers, cell phones, etc.) living expenses such as meals, local transportation and telephone charges covered by your stipend.</p> <p><b>Requests may be made by completing the Budget Application Form:</b>  <a href="http://www.wharton.upenn.edu/doctoral-inside/">http://www.wharton.upenn.edu/doctoral-inside/</a></p> <p><b>Send Application to:</b> Guillaume Roels, <a href="mailto:Guillaume.roels@insead.edu">Guillaume.roels@insead.edu</a>. If funding is approved, an award email will be sent by Michele Klekotka, together with attached approved budget application and project number.</p> <p>All original receipts will need to be reviewed and approved by either the host or home school prior to payment. Budgets are strictly adhered to and any overage will not be covered by the Alliance.</p> <p>3) <u>The Alliance Centre for Global Research &amp; Education</u> may provide funding for work involving research projects with a faculty member at the host school and a Ph.D. student. <u>Faculty Application</u> can be found at <a href="http://inside.wharton.upenn.edu/faculty/">http://inside.wharton.upenn.edu/faculty/</a> and should be made to the Research Director of the Centre Professor Guillaume Roels: <a href="mailto:Guillaume.roels@insead.edu">Guillaume.roels@insead.edu</a>. All applications are subject to approval.</p> <p><b>Award notification will be confirmed in an email by the Alliance Manager along with detailed instructions.</b></p>	<p>Submission of <a href="#">Ph.D. Exchange Application</a> must be completed and approved prior to the submission of the <a href="#">Exchange Budget Application</a>.</p> <p>Acceptance to the Exchange Program is not a guarantee of receiving funding from the Alliance Research Center. <b>This does not cover</b> taxes, books, utilities or technology related purchases (computers, cell phones, etc.) living expenses such as meals, local transportation and telephone charges covered by your stipend.</p> <p><b>Requests may be made by completing the Budget Application Form at</b> <a href="https://www.insead.edu/about/alliance-partnerships/insead-wharton-alliance/exchanges">https://www.insead.edu/about/alliance-partnerships/insead-wharton-alliance/exchanges</a></p> <p><b>Send Application to:</b> Guillaume Roels: <a href="mailto:Guillaume.roels@insead.edu">Guillaume.roels@insead.edu</a>. If funding is approved, an award email will be sent by Michele Klekotka, together with attached approved budget application and project number.</p> <p>All original receipts will need to be reviewed and approved by either the host or home school prior to payment. Budgets are strictly adhered to and any overage will not be covered by the Alliance.</p> <p>3) <u>The Alliance Centre for Global Research &amp; Education</u> may provide funding for work involving research projects with a faculty member at the host school and a Ph.D. student. <u>Faculty Application</u> can be found at <a href="http://inside.insead.edu/faculty_affairs/alliance/alliance.htm">http://inside.insead.edu/faculty_affairs/alliance/alliance.htm</a> and should be sent to the Research Director, Professor Guillaume Roels: <a href="mailto:Guillaume.roels@insead.edu">Guillaume.roels@insead.edu</a>. All applications are subject to approval.</p> <p><b>Award notification will be confirmed in an email by the Alliance Manager along with detailed instructions.</b></p>
--	---	--

# T H E A L L I A N C E



<b>4. Housing</b>		
<p>How do I find housing for my visit?</p>	<p>Wharton Students can find information about housing options in Fontainebleau by consulting <a href="https://www.mbahousing.fr/">https://www.mbahousing.fr/</a> .</p> <p>We encourage students to reside in Fontainebleau during their exchange due to logistics and distance from Paris and other locations. Acceptable housing in Fontainebleau would be INSEAD Résidence or housing/apartment in Fontainebleau (max. €1000 per month). Singapore (max. €1475 per month) and provided through the INSEAD-Wharton Center for Global Research and Education. The same approved amounts apply to Wharton visiting students. Budgets are strictly adhered to. (Consult host school Ph.D. Department for acceptable housing options.)</p> <p><b>SEE TERMS &amp; CONDITIONS</b></p>	<p>Information on housing both on-campus and off-campus can be found at the University of Pennsylvania Housing and Related services website: <a href="http://www.upenn.edu/campus/housing.php">http://www.upenn.edu/campus/housing.php</a></p> <p>It is encouraged that students find accommodations in the Philadelphia or the surrounding vicinity during their exchange due to logistical and excessive commuting times from other locations.</p> <p><b>SEE TERMS &amp; CONDITIONS</b></p>
<b>5. Working and Internships</b>		
<p>Am I able to work during the exchange?</p>	<p>No. Exchange students are not permitted to work while on exchange and the Alliance will not cover these expenses. It is the exchange student's responsibility to adhere to this requirement while at the host institution.</p>	<p>No. Exchange students are not permitted to work while on exchange and the Alliance will not cover these expenses. It is the exchange student's responsibility to adhere to this requirement while at the host institution.</p>
<p>How does the exchange impact summer jobs or internships?</p>	<p>Students going on exchange in the summer generally choose to go after their second year and before starting a full-time job. Some students are able to fit a summer exchange after their first year, if the internship begins later in the summer.</p>	<p>There is no impact. Summer period is between the end of June to mid-August, which gives ample time to pursue research activities.</p>

T H E A L L I A N C E



	<b>*Wharton Ph.D. students are expected to continue working on research during the summer as part of their Program requirements</b>	
<b>6. Contacts</b>		
Who is the contact person for questions about the Ph.D. Exchange?	<b>Gidget MURRAY</b> , Associate Director Ph.D. Program Office, The Wharton School <a href="mailto:gmurray@wharton.upenn.edu">gmurray@wharton.upenn.edu</a>	<b>Alina JACQUET</b> Director, Ph.D. Programme, INSEAD <a href="mailto:alina.jacquet@insead.edu">alina.jacquet@insead.edu</a>