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| Graphical user interface, application  Description automatically generated | **Wharton-INSEAD Center  for Global Research and Education**  **Ph.D. Exchange Request** |

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| Definition of a Ph.D. Exchange |

The objective of the Ph.D. Exchange is to allow the best and brightest doctoral students from both schools to share, generate and develop ideas. Wharton PhD students may audit courses at INSEAD that directly relate to their field of study after they have completed their first year of studies at Wharton. They also may use an Exchange to conduct research for their dissertation.

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| Application Process |

1. The below application form should be submitted at least (2) two months prior to the applicant’s expected departure date
2. All necessary approval signatures must be obtained before submitting (see Application below for required signatures)
3. A separate Funding Request may be submitted *after* the application has been submitted and approved.
4. If funding is requested and approved, an award email will be sent to the applicant by Michele Anna Klekotka, (Wharton) together with attached approved Exchange Budget Application, budget and account number.
5. A copy of all will be sent to the faculty sponsor(s), Alina Jacquet, Michele Anna Klekotka/Suzanne Sellier Di Sano and Guillaume Roels.
6. Please liaise with your department Business Administrator and PhD Advisor concerning details related to medical insurance, house, and appropriate visa.
7. Contact Michele Anna Klekotka with questions (klekotka@wharton.upenn.edu)

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| Application for Ph.D. Exchange |

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| Applicant Name :      Date of Application:       Email Address:  Department Name:  Period of Exchange *(Quarters, Terms, Semesters you propose to spend at the institution to be visited.*   From: m/d/y       To: m/d/y  Have you ever been an Exchange Student?  If so, when  Home School/Department:  Host School/Department:  Expected completion date of degree:  Degree Sought (e.g., TOM, FIN)  Purpose of Application: Audit Class\*   Research for Dissertation  Others (*Specify)*  \*If auditing classes, they must directly pertain to your field of study. Please discuss with your PhD Advisor.  Are you requesting financial support from The Alliance Centre for Global Research and Education?  If yes, complete “Supporting Budget Information” |
| Abstract: (10 lines)  Research / Pedagogical Objectives:  Work Plan (describe your proposed plan of study during the Exchange and indicate why it is essential to your degree program) |

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| Approval Signatures |

1. Ph.D. Program Dean of home school signs and forwards to student’s Faculty Sponsor
2. Student’s home school Faculty Sponsor signs and forwards to home school’s departmental Ph.D. Representative
3. Ph.D. Departmental Representative signs and forwards to host school Graduate Dean for signature
4. Host school Graduate Dean, Faculty Sponsor and Coordinator all need to sign
5. Host school PhD Representative will send copies to Alliance Managers and counterpart at the home school.

**WHARTON SIGNATURES**

Vice Dean, Ph.D. Program Print name:      Signature:

Applicant’s Faculty Advisor Print name:      Signature:

Director, Wharton Doctoral Programs Print name:      Signature:

Department Ph.D. Coordinator Print name:      Signature:

Department Business Administrator Print name:      Signature:

**INSEAD SIGNATURES**

Ph.D. Program Director Print name:      Signature:

Faculty Sponsor Print name:      Signature:

Ph.D. Program Representative Print name:      Signature:

**I hereby petition to participate in the Wharton-INSEAD Alliance PhD Exchange Program. I agree to abide by the terms and conditions of this program as well as the regulations and procedures of both institutions. I understand that violation of any of the regulations can result in my suspension from the program.**

**SIGNATURE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_DATE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**