
ROBINS SCHOOL OF BUSINESS STUDY ABROAD COURSE REQUIREMENTS AND TRANSFER POLICIES

Subject to University of Richmond and Robins School of Business (RSB) policies, transfer credit will be granted for courses completed at RSB partner institutions. A list of RSB partner schools can be found [here](#). Approval for courses in other fields must be obtained from the appropriate chair in the School of Arts and Sciences or the Jepson School of Leadership Studies. Business students studying at non-business partners may take one business or one economics course for transfer credit.

Students must enroll in the equivalent of at least 3.5 units of coursework, but no more than the equivalent of 5.5 units. Credit conversions are explained on the International Education office's website for each partner school. A grade equivalent to "C" or better is required for course credit to transfer. Note that only credits, not grades, are transferred. Abroad courses graded on a pass/fail basis are not transferable.

As specified in the [University of Richmond Study Abroad Handbook](#), all students, regardless of home school or major, studying in a country where the native language is not English, are required to complete the host-school's pre-semester language course whether offered for credit or not, or a course taught in the local language, or a language course.

Students must attend the host institution's pre-semester orientation for international/exchange students.

Fae Bell, Director of Business Study Abroad Programs, serves as the academic advisor for study abroad for all RSB students. Students must secure approvals from the Robins School Study Abroad office for transfer credit for all business and economics courses. Students may obtain approvals prior to going abroad or while abroad. Note that it is not uncommon for course offerings to change after arrival at a host school. In such cases, it is the student's responsibility to contact Fae Bell prior to registering to ensure that classes not previously approved will be accepted for transfer credit upon return to Richmond. Students must complete and submit the [Study Abroad Course Approval Form for Business and Economics Courses](#) with a course syllabus to Fae Bell fbell@richmond.edu in order to receive transfer credit, even if you have previously received approvals via email. **Exception: A course approval form is not required if you register for a course listed in the Study Abroad Course Equivalency database of pre-approved courses.**

NOTE: Prior approval of a course for transfer credit does not mean that a student has the necessary background and prerequisites for the course. It is the student's responsibility to ensure that the prerequisites of the study abroad host institution are met as well as comply with Richmond's prerequisite requirements for the course. Additionally, specific course registration is not guaranteed at your accepted abroad program. Students should consult with the assigned advisor at their host schools.

All RSB students studying abroad – whether at an RSB partner or non-partner - are automatically enrolled in IBUS 387 Cultural Awareness while studying abroad. This is a .25-unit, pass/fail course. Details of the course requirements will be provided shortly before or after you return from abroad. Reminder, keep a journal of your experiences while abroad.

LIMITS ON TRANSFER CREDIT FOR RSB COURSES

The following limits apply to RSB students.

- **No more than two** of the following RSB core courses:

BUAD 393	Business Law (must be U.S. based law course)
BUAD 394	Business Ethics
FIN 360	Principles of Financial Management (not allowed for finance concentrators)
MGMT 225	IT and Data Analytics
MGMT 330	Organizational Behavior
MGMT 340	Operations Management
MKT 320	Principles of Marketing

- Transfer credit will **not** be granted for the following courses:

ACCT 301 and 302	Intermediate Financial Accounting I and II
BUAD 497	Strategic Management
ECON 270, 271, 272	Intro Econometrics, Micro Theory, Macro Theory
FIN 361, 366, 461	Corporate Finance, Investments, Corporate Valuation & Modeling
FIN 466 and 467	Fixed Income and Derivative Securities, Applied Portfolio Management
IBUS 411	International Business Strategy
MGMT 352 and 450	New Venture Creation, Consulting Process and Practicum

- **No more than two elective courses** in ACCT, ECON, IBUS, MKT
- Management Consulting Concentrators may take no more than two of the five MGMT Consulting courses abroad, including no more than one INFO course, and no more than one MGMT elective.
- Management Entrepreneurship concentrators may take no more than two of the four MGMT Entrepreneurship courses abroad, including either MGMT 247 or MGMT 351, and one elective that fulfills the concentration.
- Finance concentrators must take FIN 360 at Richmond prior to going abroad to take a finance elective for transfer credit.
- Only one FIN elective will be permitted for transfer credit from abroad.
- MKT 320 must be taken prior to going abroad to take marketing electives for transfer credit.
- ECON 271 must be taken prior to going abroad to take 300 or 400 level economics courses.
- Accounting **MAJORS** may receive transfer credit for ACCT 305 Managerial and Cost Accounting. They cannot receive transfer credit for any other 300 or 400 level accounting courses required for the Accounting Major.
- Transfer credit will not be granted for online or hybrid courses taken abroad.

I have read the Robins School of Business and University of Richmond Study Abroad Course Requirements and Transfer Policies; I understand and agree to them.

Signature: _____

Printed name: _____

Date: _____