

Rice Business Houston Investment Banking Policies

Rice Business is currently offering both in person and virtual recruiting. Decisions have not yet been made on the format of interviews in January, but will be in line with current campus guidelines, including mask requirements: <https://coronavirus.rice.edu/policies>.

By participating in Super Week, which offers employers exclusive, pre-semester access to students, and other recruiting initiatives facilitated by the school, you agree that all representatives of your company will honor these terms and will abide by them as part of your broader recruiting agreement with Rice Business.

While we will communicate this information as broadly as possible, it is important that each employer take responsibility for communicating the policies to everyone participating and interacting with students during the recruiting process.

- First round IB interviews will be conducted on **Tuesday and Wednesday, January 4-5**.
- No interviews may take place in advance of this date, including in-person, phone, or video interviews.
- Any interviews facilitated outside of the CDO/OWL Careers may not begin until **January 6**.
- All second round interviews will take place **January 6** or later.
- Scheduling for second round interviews may not occur until after **3pm CST on Wednesday, January 5** to create equity across both first-round interview dates.
- Verbal and written offers cannot be made until **Thursday, January 6**, or later.
- All offers must remain open until **5pm CST on Monday, January 10**, or later.
- Any attempt to extract a verbal promise of acceptance prior to making the official offer is a violation of our rules. “Exploding offers,” which involve a threat of having the offer rescinded or the base salary diminished prior to the offer deadline, are also prohibited.

Diversity Recruiting: The only exception to the above timeline is for interviews and offers resulting from recruiting through Diversity conferences and events, such as Consortium, National Black MBA Association Conference, ROMBA and Prospanica. The offer deadline resulting from interviews through these events is December 1.

Violation of these policies from any individual in your company could cause repercussions to participating in future Rice Business recruiting.