

Rice Business Houston Investment Banking Policies

Rice Business is currently offering both in person and virtual recruiting.

By participating in Super Week (January 8-12), 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 within their respective firms participating and interacting with students during the recruiting process.

- 1st round IB interviews will be conducted on **Monday and Tuesday, January 8-9.**
- 2nd round IB interviews will be conducted on **Wednesday and Thursday, January 10-11.**
 - Banks that interview first day of 1st rounds, will interview their Super Day (SD) first day of 2nd rounds and banks that interview second day of 1st rounds, will interview their SD second day of 2nd rounds.
 - Please share your Super Day schedules with the Career Development Office.
- No interviews may take place in advance of Super Week, including in-person, phone, or video interviews.
- Interviews conducted outside of the Rice Business recruiting process may not begin until **January 12.**
- Scheduling for second round interviews may not occur until after **6:00 pm CST on Monday, January 8 and Tuesday, January 9** and we ask that you have flexibility around the students' schedules.
- Students have until **8:00 pm CST on Tuesday, January 9** to accept or decline invitations to second round interview offers.
- **Any offer**-verbal and written-**cannot** be made until **6:00 pm CST on Thursday, January 11.**
- All offers must remain open until **9:00 am CST on Friday, January 12.**
- *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making the official offer is a violation of our rules.* "Exploding offers," which involve a threat of having the offer rescinded or the base salary diminished prior to the offer deadline, are also prohibited.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, Forte, National Black MBA Association Conference, ROMBA, Prospanica, or internal bank events students can opt-in to, such as diversity networking, programming or fellowships. **Diversity recruiting offers can be extended anytime BEFORE November 17 and must remain open until December 1.** After November 17, the next opportunity to extend an offer is January 11.

Violation of these policies from any individual in your company may result in the exclusion of the Bank's participation in future recruiting at Rice Business.