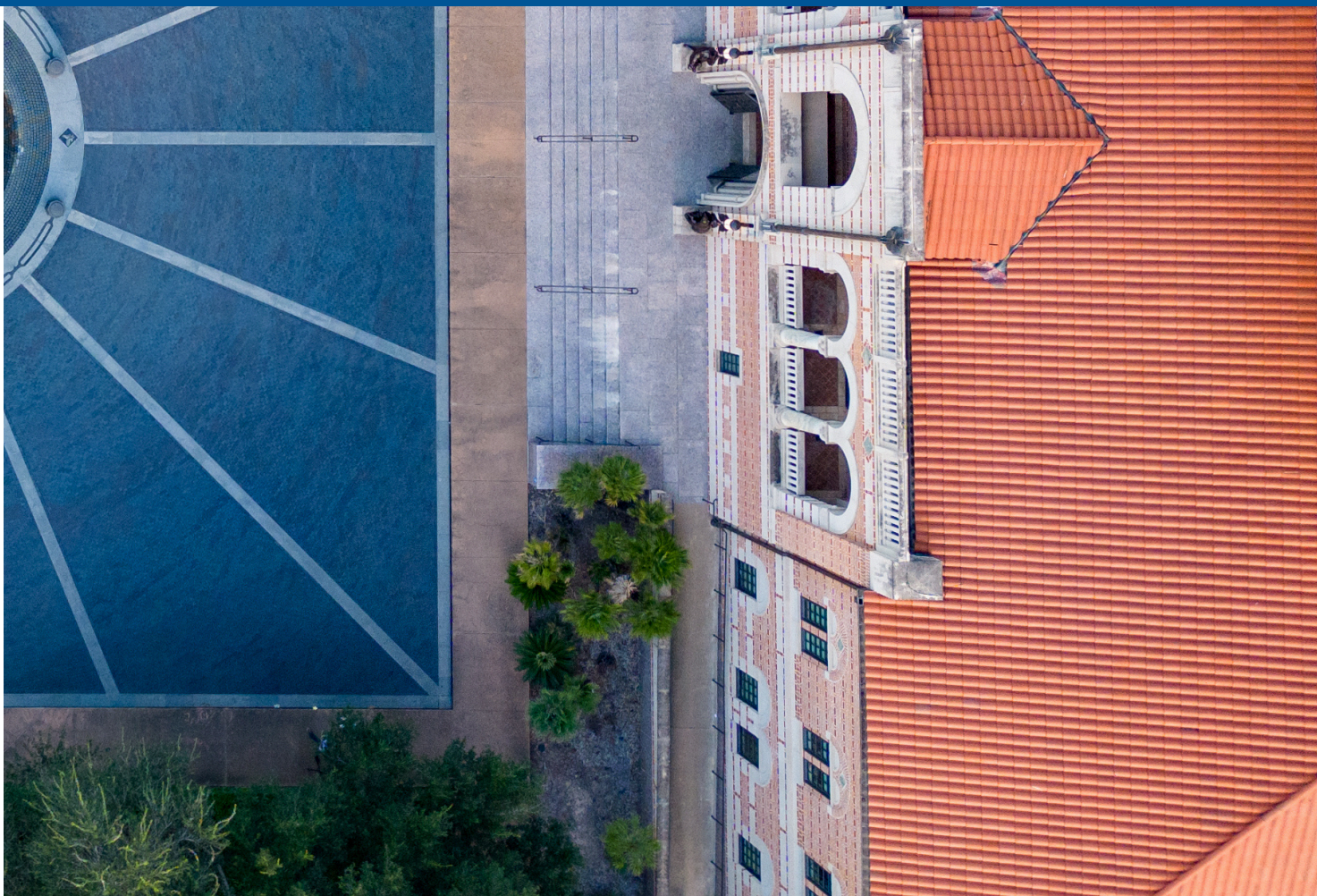




2025-26

MBA INVESTMENT BANKING RECRUITING GUIDELINES



WELCOME TO MBA INVESTMENT BANKING RECRUITING AT RICE BUSINESS

We're excited to partner with you for the 2025-26 academic year! Our investment banking recruiting policies are designed to ensure a fair and equitable process for both employers and Rice MBA students. This structure helps maximize outcomes for all participants, reflecting the importance of our robust investment banking ecosystem.

These policies apply to all companies utilizing Rice's recruiting platform, partners of the Career Development Office, and student clubs to promote, market, or showcase job opportunities. This also includes events and interviews held in-person or virtually.

By participating in Super Week (January 5-9), your company agrees to honor these policies and abide by them as part of your broader recruiting agreement with Rice Business.

While we will make every effort to share this information widely, we ask each employer to ensure these policies are communicated internally to all representatives interacting with Rice MBA students during the recruiting process. If you have any questions or need further assistance, please reach out to Christina Nguyen.

CONTACT US



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2025-26 RECRUITING AND ACADEMIC TIMELINE

We aim to offer a sufficient variety of recruiting events that foster meaningful connections between employers and students while maximizing attendance. At the same time, we are mindful of the significant demands of our academic program and strive to balance these priorities thoughtfully. **All recruiting events** can begin on **September 3, 2025**.

Employers are not approved to host events during:

- **August orientation**
- **Final exams**
- **Designated restricted dates** (additional dates can be located on the [Recruiting Calendar](#)).

Minimizing event conflicts benefits both students and employers by ensuring strong engagement and attendance. The Employer Engagement team collaborates closely with employers to identify optimal times that maximize student participation while reducing scheduling conflicts.

If your organization is coordinating directly with a student club, we recommend proactively reaching out to your relationship manager with any questions or for insights on the recruiting calendar. This collaborative approach helps ensure the success of your sessions and fosters a seamless recruiting experience.

TIMELINE OVERVIEW

Resume Drop Deadline	December 9
Employer Decision Period	December 10-15
1st Round IB Interviews	January 5-6
2nd Round IB Interviews	January 7-8

OFFERS

- Students have until 9:00 pm CT on Tuesday, **January 6** to accept or decline invitations to second round interview offers.
 - Any offer-verbal and written-cannot be made until 7:00 pm CT on Thursday, **January 8**.
- All offers must remain open until 9:00 am CT on **Friday, January 9**.

RECRUITING

Offers resulting from pre-MBA recruiting events—such as Forté, ROMBA, MBA Veterans, or similar initiatives including networking, programming, fellowships, or resume books—follow a slightly different timeline.

- Offers can be extended anytime before **November 21** and must remain open until **December 1**.
- After **November 21**, offers can next be extended starting **January 8**.

GUIDELINES FOR PRE-MBA RECRUITING PROGRAMS AND OFFERS

Companies that have a formal firm-wide program that targets early candidates may be approved to interview and present offers to Rice MBA students prior to **November 21, 2025**.

To gain approval, a company must submit documented program details—including timelines and target audiences—to Christina Nguyen by **November 21**. Acceptable documentation includes a flyer or website link.

IMPORTANT DETAILS FOR PRE-MBA RECRUITING

- All pre-MBA program offers must remain open until **December 1, 2025**.
- Companies failing to submit program details by the deadline, but proceeding to make offers before **November 21** will be deemed non-compliant with Rice Business recruiting policies.
- Offers extended prior to the first interview date or without the appropriate acceptance deadline will not be protected by our renege policy. Such offers hinder students' ability to evaluate all opportunities and disrupt a level playing field for recruiters. If a non-compliant offer is extended, accepted, and later declined, Rice Business will support the student's decision.

Additionally, pre-MBA offers with deadlines prior to **January 8, 2026** are outside the scope of our recruiting policies. Students and companies entering such agreements do so at their own risk.

EXPLODING OFFERS

We expect all employers and students to uphold professional and ethical standards during the recruiting process. Employers should avoid applying undue pressure or imposing unreasonable expectations on students when extending offers. Students are coached to handle these situations professionally and will seek guidance from the CDO if needed.

PROHIBITED PRACTICES

- Exploding offers: Offers that are rescinded within a shortened time frame if not accepted, or threats of diminished base salaries prior to the offer deadline.
- Requiring students to respond to verbal (non-written) offers.
- Making changes to the terms of an offer after it has been extended.

If an employer must withdraw an offer for any reason, please **immediately contact your relationship manager**. This is a serious matter that can damage an employer's reputation and future recruiting opportunities at Rice Business.

Additionally, the Rice MBA faculty and administration view reneging on an accepted offer as unethical. If a student reneges on an employment acceptance, **please contact your relationship manager or Tyler Hough, Director, Employer Engagement**.

Violations of these policies by any representative of your organization may result in exclusion from future recruiting at Rice Business.