Trulaske College of Business
Study Abroad in Munich & Barcelona
MGMT 3901: Topics in Management – International Business
December 27, 2019 – January 12, 2020

Program Highlights
• Compare economies and business practices of Germany and Spain.
• Meet with managers and discuss international business strategies during company visits: five in Munich and five in Barcelona.
• Welcome in New Year European-style in Munich!
• Earn three hours of MU course credit (no prerequisites required).
• Open to all majors!  Note: graduate students must get prior approval from the Graduate Programs Office.

Participation Requirements
• Be in good academic and disciplinary standing at MU.
• Have a valid passport with an expiration date more than six months after the program return date.
• Complete the online application process, including all necessary risk and release forms.
• Meet the minimum health insurance requirements set by the University. As part of the program fee, you are enrolled in the University’s GeoBlue Health plan for the duration of the program. You must visit the GeoBlue website, print your ID card, and familiarize yourself with the plan and procedures for health emergencies.
• Follow acceptable behavior outlined in the MU Student Conduct Manual and the MU Conditions of Program Participation and Program Acceptance contract through the Trulaske College of Business.

Program Details
• Arrival & Departure:
Students are responsible for arranging and purchasing their airfare, as well as ground transportation to the arrival city hotel and the airport from the departure city hotel. During the fall pre-departure classes, you will be assisted with information on program staff flight itineraries and how to book flights for traveling together. Failure to provide a paid ticket itinerary by December 1, 2019, may result in being dropped from the program.

Plan to arrive at the Munich, Germany hotel (TBD) by 1:00 pm local time on December 28, 2019 (this allows time to travel to the hotel during daylight hours). Flight arrangements from Munich, Germany to Barcelona, Spain, will be made for all students by the Study Abroad Office and is included in the program fee.

The program ends upon check-out from a departure city hotel in Barcelona, Spain on January 12, 2020.

Note: The Study Abroad Program and MU will not be responsible for any expenses incurred (including lodging) due to delays or cancellations of flight arrangements made by the student. Students concerned about the costs they might incur due to flight delays or cancellations are encouraged to purchase travel insurance.
• **Location:**
The program events will be centered in Munich, Germany and Barcelona, Spain. Technical visits to companies will involve short bus trips to locations outside these cities.

• **Lodging and Meals:**
All lodging will be in three- or four-star hotels and include all breakfasts. Two group dinners will be organized: one in Munich and one in Barcelona.

**Arrival hotel (check-in December 28, 2019 – check-out January 5, 2020; 8 nights):**
Munich- TBD

**Departure Hotel (check-in January 5, 2020 – check-out January 12, 2020; 7 nights)**
EXE Cristal Palace
Calle Diputacion 25720
Barcelona, Spain 08007
T: +34 933 93 09 70
https://www.exehotels.com/exe-cristal-palace.htm

**Course Offering and Prerequisites**

• **Course Overview:**
This is an introductory international business course open to students of all backgrounds of study. The emphasis will be on understanding various issues in international business with an emphasis on Europe and the area’s trading relationships in the global economy.

  o **Undergraduate – MGMT 3901: Topics in Management – International Business, Europe**
    3 credit hours; graded S/U; Instructor: Scott Christianson; no prerequisites
    • Business students: this course may be used to directly satisfy an elective requirement for BSBA graduation requirements. Consult with your academic advisor on any questions about how this course would satisfy your degree requirements.

  o **Graduate – BUS_AD 8730: International Study Abroad – International Business, Europe**
    3 credit hours; graded S/U; Instructor: Scott Christianson; graduate standing required
    • Graduate students will complete additional requirements for the elective credit (this will be explained in pre-departure classes). MBA and Accountancy students – consult your academic advisor on how this course would satisfy degree requirements.

*Note: These courses were designed by the Registrar’s Office as spring courses. Educational fees for three credit hours are costs you would normally see on your spring bill. Non-resident students will pay the usual non-resident fees. Actual fees for the spring semester are set by the Board of Curators during their April meeting. Let your academic advisor know if these three credits will put you over your maximum for spring. All students should check with their academic advisors on how this course would satisfy graduation and major area requirements.*

• **The course will be conducted in two parts:**
1. Eight pre-departure classes at MU that will lay the groundwork for principles of international business with some focus on the business strategies and cultural dimensions of Germany and Spain.

2. A two-week international travel experience which includes experiential learning exercises, group discussions and presentations, and ten company visits (five in Munich and five in Barcelona). The ten visits are an essential part of the learning experience and allow students to discuss with company managers international business strategies in marketing, finance, and management. The schedule while abroad allows free time for sightseeing and visiting local cultural and historic sites.

- **Pre-departure classes at MU**
  Pre-departure classes will be held beginning in October in Cornell Hall. This is a non-credit course in which you are required to enroll before the first pre-departure class to go on the program. You will not be charged any educational fees for this “course.”

  - **Undergraduates:** Business Administration (BUS_AD) _0553  Class # 57996
  - **Graduates:** Business Administration (BUS_AD) _0582  Class # 57997

  **Meeting schedule:**
  - **Tuesdays:** October 8, 2019 – December 3, 2019
  - **6:00-8:30 pm; Room 011 Cornell Hall**

  *Note: You are required to attend every pre-departure class to prepare for the program, or you will not be allowed to participate in the program. Special circumstances may allow flexibility on this requirement but must be approved by the program director before the class absence. If you are dropped from the program due to non-attendance, you will be subject to the penalties listed under the Withdrawal Procedure & Penalties portion of this document.*

**Estimated Budget**

The following estimated budget may be used for planning purposes:

<table>
<thead>
<tr>
<th>Expense</th>
<th>Tuition/Fees paid to MU</th>
<th>Program Fee paid to MU</th>
<th>Personal Expenses</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Airfare from the US to arrival city &amp; from departure city to the US</td>
<td></td>
<td>$1,200</td>
<td></td>
<td>$1,200</td>
</tr>
<tr>
<td>MU Tuition (estimated for three credit hours based on undergraduate rates)</td>
<td>$846</td>
<td></td>
<td></td>
<td>$846</td>
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<tr>
<td>Trulaske Business Course Fee</td>
<td>$278</td>
<td></td>
<td>$278</td>
<td></td>
</tr>
<tr>
<td>Technology Fee</td>
<td>$40</td>
<td></td>
<td></td>
<td>$40</td>
</tr>
<tr>
<td>Program fee</td>
<td>$3,704</td>
<td></td>
<td></td>
<td>$3,704</td>
</tr>
<tr>
<td>MU International Center study abroad fee</td>
<td>$125</td>
<td></td>
<td></td>
<td>$125</td>
</tr>
<tr>
<td><strong>Estimated Cost</strong></td>
<td>$1,289</td>
<td>$3,704</td>
<td>$1,200</td>
<td>$6,193</td>
</tr>
</tbody>
</table>

*Note: The educational fees above will be billed to the student account on approximately December 15, 2019. Please note that these are estimates; actual fees for the Spring 2020 semester have not yet been established. Non-resident students will pay non-resident fees.*
• **Expenses Included in Program Fee**
  o Airfare from Munich, Germany to Barcelona, Spain
  o Meals included in the program fees, as noted on the itinerary
  o All ground transportation for company visits
  o Lodging for the trip duration, including all breakfasts in Munich and Barcelona
  o Two group dinners: one in Munich and one in Barcelona
  o MU GeoBlue Health Insurance coverage for the program duration (you must visit the GeoBlue website, print your ID card, and familiarize yourself with the plan and procedures for health emergencies) *Note: in some cases, you may be required to pay out of pocket to receive services; this coverage allows you to submit claims for reimbursement by GeoBlue for any medical expenses incurred outside the US while on the program*)

• **Expenses Not Included in Program Fee**
  o Airfare from the US to Munich, Germany and returning to the US from Barcelona, Spain
  o Meals not included in the program fees, as noted on the itinerary
  o Educational fees – tuition and fees will be billed the same as a 3-credit hour undergraduate or graduate course is taken in Spring 2020
  o Passport application or passport renewal fees
  o MU International Center study abroad fee ($125). This fee includes MU support services for student emergencies during the program, emergency evacuation and repatriation coordination, and pre-departure orientation

**Paying for Study Abroad**

• **Student Financial Aid**
  This 3-credit hour course qualifies for financial aid. Before going to the financial aid office (11 Jesse Hall), visit the Trulaske Study Abroad office (213 Cornell Hall) for the financial aid worksheet.

• **Scholarships**
  Visit the International Center website ([http://international.missouri.edu/study-outside-the-us/getting-started/financing/mu-scholarships.php](http://international.missouri.edu/study-outside-the-us/getting-started/financing/mu-scholarships.php)) for a list of available scholarships.

**Withdrawal Procedure & Penalties**
There are no withdrawal penalties until September 14, 2019. You must email the Student Service Coordinator (TCoBStudyAbroad@missouri.edu) documenting withdrawal from the program AND return to the online application to change status to WITHDRAWAL: Declined. The following schedule indicates program withdrawal fees that will be billed to the student account:

<table>
<thead>
<tr>
<th>Amount Billed</th>
<th>Withdrawal After</th>
</tr>
</thead>
<tbody>
<tr>
<td>$100 deposit</td>
<td>Application Date (no exceptions)</td>
</tr>
<tr>
<td>$600</td>
<td>September 15, 2019</td>
</tr>
<tr>
<td>$1,500</td>
<td>September 25, 2019</td>
</tr>
<tr>
<td>$2,000</td>
<td>October 25, 2019</td>
</tr>
<tr>
<td>$2,500</td>
<td>November 25, 2019</td>
</tr>
<tr>
<td>$3,689 (full program fee)</td>
<td>December 1, 2019</td>
</tr>
</tbody>
</table>
Note: The date of withdrawal notification is the date the notification email is sent to the Student Services Coordinator. Depending on the date you withdraw, the Study Abroad Office may not be able to get a refund from the vendor; your refund will be relative to the costs that can be recovered. If you have not been billed the program fee at the time of your withdrawal, you will be billed for any cancellation fees charged to the program.

Visas & Travel Documents
You must have a valid passport with an expiration date more than six months after the program return date.
  o A copy of your passport is due to the Study Abroad office (213 Cornell) by October 8, 2019
  o U.S. citizens do not need a visa for visits to Germany or Spain
  o If you are not a U.S. citizen, check the country’s web page to determine if you need to apply for a tourist visa

Application Process & Procedure – Deadline: October 8, 2019
This program does not use a competitive selection process. Students who register after 50 students have submitted their registration forms will be placed on a wait list and accepted as space permits. Visit TCoBStudyAbroad.missouri.edu for more information on the application process and to apply.

IMPORTANT: If you are a student with a disability and anticipate requesting accommodations while studying abroad, we encourage you to notify the MU Office of Disability Services as early as possible (http://disabilityservices.missouri.edu). Early notification is essential to allow us time to ensure that appropriate arrangements and reasonable accommodations can be provided, both by the program and our Study Abroad partner organizations.

Disclaimer: The costs and schedules presented in this document are best estimates performed in good faith and do not represent any kind of fixed contract. The nature of dealing with foreign partners makes it difficult to plan exactly how this study abroad program will be finalized.

For more information:
Trulaske College of Business International Programs: http://TCoBStudyAbroad.missouri.edu

Course and Program Information: Shannon Breske, breskes@missouri.edu

Questions regarding the Application, Registration Forms, Passport and Visa: Stephanie Ross-Helton, 213 Cornell Hall, umbusstudyabroad@missouri.edu
Kim Herschbach, 213 Cornell Hall, umbusstudyabroad@missouri.edu
Program Cancellation Policy for Student Financial Liability

I understand that in some special circumstances I may not receive full academic credit for the study abroad program for which I have applied. These circumstances include, but are not limited to:

- Cancellation of the program due to circumstances beyond the control of the University of Missouri
- A decision by the University, in its sole discretion, that cancellation of the program is appropriate based on health, safety, or similar circumstances
- My inability to participate in or complete the program due to circumstances beyond the control of the University of Missouri
- My dismissal from the program

I understand that in any of these circumstances, I will be refunded only those costs that can be recovered by the University of Missouri or the University’s partner program. If I have not been billed the program fee at the time of my withdrawal, I understand that I will be billed for any cancellation fees charged to the program.

The itinerary of this program may be modified by the Trulaske College of Business and/or the University of Missouri due to health, safety, or similar concerns. The withdrawal fees listed above will apply to students if this occurs. Transportation change fees and expenses will be the responsibility of the student.

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Location</th>
<th>Itinerary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>27-Dec</td>
<td>Fri</td>
<td>US</td>
</tr>
<tr>
<td>2</td>
<td>28-Dec</td>
<td>Sat</td>
<td>Munich</td>
</tr>
<tr>
<td>3</td>
<td>29-Dec</td>
<td>Sun</td>
<td>Munich</td>
</tr>
<tr>
<td>4</td>
<td>30-Dec</td>
<td>Mon</td>
<td>Munich</td>
</tr>
<tr>
<td>5</td>
<td>31-Dec</td>
<td>Tues</td>
<td>Munich</td>
</tr>
<tr>
<td>6</td>
<td>1-Jan</td>
<td>Wed</td>
<td>Munich</td>
</tr>
<tr>
<td>7</td>
<td>2-Jan</td>
<td>Thurs</td>
<td>Munich</td>
</tr>
<tr>
<td>Date</td>
<td>Day</td>
<td>Location</td>
<td>Activities</td>
</tr>
<tr>
<td>-------</td>
<td>-----</td>
<td>------------------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>08</td>
<td>3-Jan</td>
<td>Fri Munich</td>
<td>Breakfast and Morning check-in&lt;br&gt;Company Visit&lt;br&gt;Return transfer to hotel&lt;br&gt;Dinner on your own</td>
</tr>
<tr>
<td>09</td>
<td>4-Jan</td>
<td>Sat Munich</td>
<td>Breakfast and Morning check-in&lt;br&gt;Visit local university for a lecture by a local professor of international business&lt;br&gt;Company visit&lt;br&gt;Return transfer to the hotel&lt;br&gt;Dinner on your own</td>
</tr>
<tr>
<td>10</td>
<td>5-Jan</td>
<td>Sun Munich/Barcelona</td>
<td>Breakfast and Morning check-in&lt;br&gt;Check out of the hotel and transfer to the airport for a flight to Barcelona&lt;br&gt;Check-in Barcelona hotel&lt;br&gt;City tour and a scavenger hunt&lt;br&gt;Dinner on your own</td>
</tr>
<tr>
<td>11</td>
<td>6-Jan</td>
<td>Mon Barcelona</td>
<td>Breakfast and Morning check-in&lt;br&gt;Cultural tour&lt;br&gt;Return transfer to your hotel&lt;br&gt;Enjoy a welcome dinner at a local restaurant</td>
</tr>
<tr>
<td>12</td>
<td>7-Jan</td>
<td>Tues Barcelona</td>
<td>Breakfast and Morning check-in&lt;br&gt;Free Day&lt;br&gt;Dinner on your own</td>
</tr>
<tr>
<td>13</td>
<td>8-Jan</td>
<td>Wed Barcelona</td>
<td>Breakfast and Morning check-in&lt;br&gt;Company visit&lt;br&gt;Dinner on your own</td>
</tr>
<tr>
<td>14</td>
<td>9-Jan</td>
<td>Thur Barcelona</td>
<td>Breakfast and Morning check-in&lt;br&gt;Company visit&lt;br&gt;Dinner on your own</td>
</tr>
<tr>
<td>15</td>
<td>10-Jan</td>
<td>Fri Barcelona</td>
<td>Breakfast and Morning check-in&lt;br&gt;Company visit to the Barcelona Stock Exchange and Estrella Damm Brewery&lt;br&gt;Return transfer to hotel&lt;br&gt;Dinner on your own</td>
</tr>
<tr>
<td>16</td>
<td>11-Jan</td>
<td>Sat Barcelona</td>
<td>Breakfast and Morning check-in&lt;br&gt;Visit local university for a business lecture&lt;br&gt;Farewell dinner at a local restaurant</td>
</tr>
<tr>
<td>17</td>
<td>12-Jan</td>
<td>Sun Barcelona</td>
<td>Depart hotel&lt;br&gt;Transfer to the airport on your own</td>
</tr>
</tbody>
</table>