LeBow Finance Week Overview and Application Instructions:

PROGRAM OVERVIEW:
The second annual LeBow Finance Week will take place Monday, February 25 – Friday, March 1, 2013. The week’s programming and networking events are being offered to provide LeBow undergraduate students with a greater understanding of finance concepts and skills and a competitive advantage when seeking full-time and co-op positions.

EVENT DESCRIPTIONS:

CFA Prep Course* – Monday, February 25; 6 – 9 p.m. (event restricted to juniors and seniors)
The purpose of this course is to prepare students to sit for Level 1 of the CFA Exam and to develop strategies for responding to the 240 multiple choice questions.

Top Finance Co-op Employers – Tuesday, February 26; 6 – 8 p.m.
Students will have the opportunity to network with HR representatives and hiring managers from several of the top finance co-op employers.

Philly Stock Exchange Alumni Networking Reception – Wednesday, February 27; 5 – 7 p.m.
Students will network with alumni working in the finance sector within the Delaware Valley during this reception.

NYC Alumni Networking Reception* – Thursday, February 28; noon – 11 p.m. (limited space available)
Students will have the opportunity to attend a networking reception hosted at Merrill Lynch. The networking reception will be co-sponsored by the Drexel NY Alumni Chapter and will allow students the opportunity to connect with LeBow alumni working in NYC.

Bloomberg Assessment Test – Friday, March 1; 9 a.m. – 1 p.m.; 2 – 6 p.m.
Two sessions of the Bloomberg Assessment Test (BAT) will be offered during Finance Week. BAT is used by top employers in investment banking, sales & trading, asset management, insurance, financial sales and consulting fields to search for talent.

APPLICATION INSTRUCTIONS:
- Please submit a hard copy application to the LeBow Undergraduate Career Services Office (3rd floor of the Paul Peck Problem Solving and Research Building, formerly known as the Academic Building) by Friday, February 8, 2013, at 5 p.m. Incomplete and/or late applications will not be accepted.
- Students must have a business faculty member endorse their application.
- Required attachments must be submitted along with application (resume, unofficial transcript, essay*)

REQUIRED ATTACHMENTS:
- Resume
- Unofficial Transcript
- Essay* – (only if applying to the CFA Prep Course and NYC Networking Reception) Please include a one paragraph essay expressing your interest in participating in LeBow Finance Week’s CFA Prep Course or NYC Networking Event (a paragraph for each event, if you are applying to both) and describe the steps you will take to prepare for the events/activities and what you hope to gain.

APPLICATION REVIEW PROCESS:
Student applications will be reviewed by a selection committee, consisting of LeBow staff and finance faculty members. Students will be notified via email by Friday, February 15, 2013; at 5 p.m. if their application has been approved. If you have any questions please contact ugcs@lebow.drexel.edu.
LeBow Finance Week Application

Contact Information

Name ______________________________________________________________

Email Address ___________________________________________ Phone Number ____________________________

Background Information

Major ___________________________________ Concentration(s) ________________________________

GPA ___________________ Graduation Date ____________________________________________

Previous Co-op Employer(s) ______________________________________________________________

Activities / Organizational Memberships ______________________________________________________

Events

Please indicate which of the following events you would like to attend

☐ CFA Level 1 Prep Course – (juniors and seniors only) Monday, February 25; 6 – 9 p.m.
☐ Top Finance Co-op Employers – Tuesday, February 26; 6 – 8 p.m.
☐ Philadelphia Stock Exchange Alumni Networking Reception – Wednesday, February 27; 5 – 7 p.m.
☐ NYC Alumni Networking Reception – Thursday, February 28; noon – 11 p.m.
☐ Bloomberg Assessment Test – Friday, March 1 (select preferred session time)
  ☐ AM session: 9 a.m. – 1 p.m. ☐ PM session: 2 – 6 p.m.

Required Attachments

☐ Resume
☐ Unofficial transcript
☐ Essay (only if applying to the CFA Prep Course and/or NYC Networking event)

Faculty Endorsement

Business Faculty Member

Print name: ____________________________________________________________

Signature: ____________________________________________________________

Photo Release Agreement

By signing below, I hereby grant Drexel University permission to use my photograph in print, online, and social media channels.

Signature: ____________________________________________________________ Date: ____________________________