developing leaders for global impact
Lehigh is a premier, residential, coeducational, non-denominational, private university, annually ranked in the top tier of national research universities. For nearly 150 years, Lehigh University has staked its academic reputation on having highly engaged faculty and a curriculum steeped in real-life opportunities. Lehigh’s four colleges and numerous research centers contribute to a vibrant, collaborative academic community that serves undergraduate and graduate students from across the globe. You’re welcome to visit Lehigh’s campus virtually through a virtual tour: http://www4.lehigh.edu/virtualtour/default.aspx

COLLEGE OF BUSINESS & ECONOMICS
Lehigh University’s College of Business & Economics is committed to preparing graduates to be outstanding citizens and well-educated business leaders. We’re able to accomplish this by offering a rich array of business and interdisciplinary courses, taught by professors committed to the highest standards of excellence in teaching. Our innovative, flexible approach to programming incorporates cutting-edge technology which strongly positions our students for success in today’s evolving business climate. The College of Business and Economics celebrated its 100th anniversary in 2010.

ACCREDITATION
Lehigh University’s College of Business and Economics academic programs are accredited by AACSB International (The Association to Advance Collegiate Schools of Business) and has been continually accredited since its formation in 1953. This represents the highest standard of achievement for business schools worldwide; fewer than 5% of the world’s 13,000 business programs have earned AACSB accreditation.

RANKING
Bloomberg Businessweek has ranked Lehigh University’s College of Business and Economics among the nation’s best for over eight consecutive years (31st in 2012). Our part-time MBA is ranked 2nd in the Mid-Atlantic region and 12th nationally. US News and World Report ranked Lehigh’s part-time MBA program as the 34th strongest in the nation in 2013, as well as the 38th best national university in 2012.

LOCATION
Lehigh University is in an ideal location for international business students. The beautiful Bethlehem campus is centered between Allentown and Easton in eastern Pennsylvania and is within commuting distance of both New York (1 hour 15 minutes) and Philadelphia (1 hour).

Many Lehigh professors and business professionals working in the Lehigh Valley (Allentown, Bethlehem, and Easton, PA) reside in New York and Philadelphia and make the daily commute to Bethlehem. International graduate students have a variety of transportation options to utilize Lehigh’s stellar location to commute to New York City or Philadelphia for internships.
Lehigh University’s MSAIA program provides specialized coursework for a professional career in accounting. The program focuses on using information and technology to improve business processes and forge business solutions. Graduates aspire to leadership positions at top-tier organizations in fields which include public accounting, corporate accounting, financial services, consulting, and information systems.

Lehigh’s MSAIA provides accounting majors with the necessary educational requisites for licensure as certified public accountants (CPAs) within the United States and its territories. Together with an accounting undergraduate degree, our program satisfies the 150-hour CPA education requirement.

The program builds on a student’s strong undergraduate accounting background and expands on conceptual issues. An international student with an undergraduate degree in accounting will complete the Lehigh MSAIA program in two years: students will be expected to satisfy prerequisite courses in their first year of study and complete the 30-credit hour program in the second year.

CORE CURRICULUM & PREREQUISITES

The 30-credit MSAIA program consists of 18 core credits and 12 elective credits. Students may use electives to specialize in an area of interest or to augment one’s general business education.

Students with non-accounting undergraduate business degrees typically require 15 additional credits in accounting prerequisites, adding one additional year to the program. Students with non-business undergraduate degrees require 34 additional credits in business and accounting prerequisites, adding two additional years to the program.

Visit www.lehigh.edu/gradbusiness for more information about the MSAIA.

MASTER OF SCIENCE IN ACCOUNTING AND INFORMATION ANALYSIS (MSAIA)

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Visit www.lehigh.edu/gradbusiness for more information about the MSAIA.

MASTER OF SCIENCE IN ANALYTICAL FINANCE (MSAF)

Lehigh University’s MSAF is a cutting-edge, 30-credit hour program designed to provide students with a strong education in advanced finance and quantitative financial analysis tools using key concepts from Financial Theory, Applied Mathematics, and Engineering.

The curriculum is intended for career opportunities in areas such as portfolio management, securities trading, investment banking, risk management and financial information systems. Upon completing the MSAF program, a graduate will be able to add value to their firm’s pricing, hedging, trading and portfolio management decisions by being able to:

1. Conceptualize real world problems with mathematical tools, models and theories of investment instruments and financial portfolio management.
2. Demonstrate proficiency in locating, creating, managing and analyzing large scale data sets with advanced computing tools.
3. Integrate tools in probability, optimization, simulation, and information technology, to design financial instruments, transactional systems, and technology-enabled solutions.
4. Bridge the knowledge and skill gaps between financial professionals (e.g., asset managers) and computing/execution professionals (e.g., IT specialists).

The program is designed for recent graduates from a mathematically rigorous undergraduate program such as computer science, economics, engineering, finance, mathematics, and the physical sciences (physics/chemistry).

CORE CURRICULUM & PREREQUISITES

Lehigh is an academic partner institution with the Global Association of Risk Professionals (GARP). Our 30-credit program prepares students for the Financial Risk Management (FRM) examination. The FRM is granted by GARP and is global in nature to the Certified Financial Analysis (CFA) certificate.

Prerequisite coursework includes corporate finance, investment & portfolio management, financial accounting, money, banking, & financial markets, statistics (including regression analysis), calculus (3 terms) and linear algebra.

If applicants do not meet the requirements above, he/she will be required to satisfactorily complete prerequisite coursework prior to beginning the MSAF course for which it is required. Prerequisite coursework does not count toward the 30 credit hours required for the degree.

Visit www.lehigh.edu/gradbusiness for more information about the MSAF.
The Lehigh MS Eco focuses on applied economics and the application of economic analysis, preparing students for both industry and academia. We admit 10-15 students per year and our small classes provide a meaningful interaction with professors and colleagues.

**PROGRAM FEATURES:**
- Recognized top quality instruction by faculty who have won university teaching awards
- Exposure to current and relevant faculty research
- Opportunity to supplement the educational experience with elective courses in finance, international relations, engineering, political science, mathematics, or marketing
- Recent graduates of the program are employed at top firms such as AT&T, Deloitte, KPMG, and PWC. Many students continue their education in Ph.D. programs here at Lehigh University or at such schools as Carnegie Mellon, Harvard University, SUNY at Binghampton, and University of North Carolina.

**CORE CURRICULUM & PREREQUISITES:**
- The 30-credit program consists of 15 core credits and 15 elective credits
- Students may use electives to specialize in an area of interest or to augment one's general business education
- Prerequisites include two semesters of calculus, principles of economics, intermediate macroeconomics, intermediate microeconomics, and basic statistics. A course in money and banking is recommended
- Optional thesis: Students in the MS Eco program may elect to write a master's thesis worth up to six credit hours. It is particularly encouraged for those who may be considering the Ph.D. in Business & Economics.

**FUNDING OPPORTUNITIES**
Students accepted into the program are offered funding packages that include four academic years of tuition remission and a stipend to cover living expenses. The funding package requires students to serve as Teaching Assistants each semester. Third and fourth year students may also serve as Research Assistants. In addition to assistantships, outstanding applicants to the Ph.D. program will be considered for University Fellowships. Recipients of these fellowships will receive tuition remission, stipend, and research budget during the first year of study. Recipients do not have a service requirement to the college. Recipients receive regular funding packages in the second, third, and fourth year of study.
The Lehigh MBA prepares students to be dynamic leaders who are business savvy, globally aware, and economically and environmentally conscious. The program provides experiences inside and outside of the classroom to ensure our students are receiving the most current and applicable knowledge and skills. Our high standards and two-year work experience requirement results in classes filled with the brightest students who contribute a wealth of professional experience and expertise to classroom exchange. With an emphasis on the team experience, Lehigh MBAs develop a strong sense of community forming valuable relationships within the classroom that extend well beyond the campus and continue for years to come.

**CORE CURRICULUM & PREREQUISITES:**
The 36-credit program includes 21 core credits and 15 electives. While many students earn an MBA without an area of concentration, the following specializations are available and count towards electives:

- Marketing
- International Business
- Finance
- Corporate Entrepreneurship
- Supply Chain Management
- Project Management

Prerequisites not required for admission include Principles of Economics, Basic Statistics, Financial Accounting and Proficiency in Microsoft Office or equivalent.

**GRADUATE CERTIFICATES**
Students can opt to expand their concentration by choosing 12 of their 15 elective credits in one of the following certificate programs:

- Corporate Entrepreneurship
- Supply Chain Management
- Project Management

JOINT MBA DEGREE PROGRAMS
The College of Business and Economics offers two joint MBA programs in cooperation with the P.C. Rossin College of Engineering and Applied Sciences and the College of Education. Students take 45 credits comprised of core and electives from both colleges and graduate with one joint degree representing achievement in dual disciplines.

**JOINT MBA & ENGINEERING DEGREE (MBA&E)**
Building on Lehigh’s commitment to developing leaders in business and industry, the MBA&E brings together two premier programs in one powerful interdisciplinary joint degree, offering a solid foundation in both business and engineering. Students may choose concentrations in both business and engineering.

Elective courses, jointly developed by both colleges, integrate technical and business concepts for real-world applications. An integrative project centered on a dual-discipline issue provides the opportunity to apply knowledge in an industry setting. The MBA&E program is designed for students with an undergraduate degree in engineering.

Applicants are required to have two years of professional work experience and must be accepted by both colleges.

Graduates of the MBA&E program will be prepared to assume leadership positions in industrial planning, venture capital and engineering management, and as senior managers in roles requiring both technical and business acumen.

**JOINT MBA & EDUCATIONAL LEADERSHIP DEGREE (MELBA)**
The MELBA degree program offers students the opportunity to acquire a solid foundation in both business and education. The program is designed to increase the administrative skill required in today’s educational systems while supporting expertise in the area of instructional supervision and training.

Core courses developed by both colleges ensure that graduates bring to their future positions an extraordinary array of skills to manage human and financial resources efficiently while safeguarding quality education.

Graduates of the MELBA program will be prepared to succeed as school superintendents, principals, business managers and school district administrators. (Note: students will not earn superintendents license with this degree) Two years of professional work experience is required, however prior teaching experience is not.

**MBA ORIENTATION**
A two day orientation is provided prior to fall and spring new enrollment. All MBA students, including our Joint MBA students, are required to attend this on-campus event in order to fully prepare for the start of the program. Dates are available on our website.

Visit [www.lehigh.edu/gradbusiness](http://www.lehigh.edu/gradbusiness) for more information about our MBA Programs.
Application Checklist

**FINANCIAL GUARANTEE**

Immigration regulations require that Lehigh University verify that all incoming international students, visiting scholars, and their dependents have adequate financial support. Scanned copies (no more than 6 months old) are acceptable. The financial guarantee is based on tuition, health insurance, and living expenses for one year. Visit www.lehigh.edu/gradbusiness for more information.

**FUNDING OPPORTUNITIES**

Limited funding is available through assistantships for MS, MS Eco, and MBA students. Ph.D. students are fully funded upon acceptance. Funding is not available for MS degree students. Students are encouraged to apply for the following highly competitive funding opportunities upon arrival to campus:

- **Teaching Assistants (TA)**: As support to faculty members through recitations for undergraduates, class preparation, and other functions associated with the classroom experience. TAs work 20 hours per week during the nine-month academic year; in return, students receive a tuition waiver for up to nine credit hours per semester, a competitive stipend, and eligibility for a health insurance subsidy.
- **Graduate Assistants (GA)**: GAs help support courses in the College of Business and Economics and are required to work up to 20 hours per week during the nine-month academic year. GAs receive tuition waivers for up to nine credit hours per semester, a stipend, and are eligible for a health insurance subsidy.
- **Research Assistants (RA)**: RAs support faculty in a variety of ways that may include research projects, support for web-based courses, and other duties as assigned. RAs are required to work an average of five hours per week during the nine-month academic year and may receive tuition waivers, stipend, or an hourly wage and may be eligible for a health insurance subsidy.

**ABOUT THE WES REQUIREMENT**

Some Lehigh programs require that education from outside of the United States be evaluated by the World Education Services (WES). WES evaluations provide uniform translations of various grade scales, and verify authenticity and equivalency of coursework. The Graduate Admission Committee uses this report when reviewing applicants for admission as well as for course preprerequisite waivers. Visit www.wes.org for more information.

**WHERE TO SEND APPLICATION MATERIALS**

Lehigh University College of Business and Economics
Graduate Programs Office
Rauh Business Center
621 Taylor Street
Bethlehem, PA 18015, USA

Email: business@lehigh.edu
It is our goal to provide a safe, convenient and enjoyable living experience during your stay. We offer a variety of affordable student housing options. The following information will get you started as you explore living at Lehigh:

**ON-CAMPUS**
Saucon Village is a housing complex on our Goodman campus specifically designed for graduate students with efficiency, one, two, and three bedroom apartments. A Lehigh University bus provides transportation to and from Saucon Village regularly.

**OFF-CAMPUS**
Housing options are available within minutes of the campus. Rent averages between $300 and $400 per month (not including living expenses and utilities). Once accepted, students can access an online housing forum to exchange accommodation requests.

For more information, visit the following websites:
- Off-campus housing website: www.lehigh.edu/housing/graduate
- Facebook: www.facebook.com/lugraduatehousing
- Contact Lehigh's Residential Services: inrsd@lehigh.edu

**LOCAL TRANSPORTATION**
Getting around is easy with the following student transportation options:

- **LANTA** City bus transportation around the Lehigh Valley (shopping malls and plazas, grocery stores, bus stations)
- **Bieber** Coach bus service to New York City, Philadelphia, Scranton, Harrisburg
- **Trans-Bridge Lines** Commuter bus, with daily service to New York City, stops by Wall Street, Newark Airport and JFK airport
- **WeCar** A Lehigh University service that allows students (with a license) to rent a car by the hour on an as-needed basis
- **Lehigh University Shuttle** Shuttle bus service to Lehigh Valley shopping centers on weekends

Lehigh University's on-campus bus system regularly transports students to and from classes. If you have a smartphone, you can visit Lehigh's real-time bus tracking webpage to determine your wait time and route.

**BEYOND LEHIGH**
The Lehigh River divides Bethlehem in two: the north side is known as Historic Bethlehem while the south side, where Lehigh University's campus is located, offers an artsy, Bohemian vibe. Both Historic and South Side Bethlehem are home to boutique shops, casual and fine dining, bars and entertainment. The north side is about a 15 minute walk from campus and home to two famous festivals: Musikfest and Celtic Classic. The south side hosts First Friday, a monthly celebration of arts and culture.

Students can find day-to-day necessities close by; there is a full grocery store and pharmacy less than a minute walk from campus. Lehigh University has a health center, post office, gym, and bank in the middle of campus.

**SAFETY**
Lehigh University takes extensive measures to ensure a safe environment for the entire Lehigh and Bethlehem community. Lehigh University Police patrol campus and the surrounding off-campus neighborhoods 24-hours a day. Whether you are staying late to study at the library or out with friends at a local business or restaurant, you can call Lehigh University's TRACS service and a licensed Lehigh driver will pick you up and drop you off at your destination. Lehigh also offers LU-Alert, an emergency message notification service. Lehigh administrators are able to instantly send a text to your mobile number in the event of an emergency.

**TRAVELING TO CAMPUS**
Lehigh University is closest to the following international airports:
- Newark International Airport (EWR) (recommended)
- John F. Kennedy International Airport (JFK)
- Philadelphia International Airport (PHL)
- Allentown Bethlehem Easton Airport (ABE) The airport is closer, however it is typically more convenient to arrive at one of the three international airports and take a bus to Bethlehem. Buses stop within a few blocks of the campus.

For pre-departure travel tips, please visit the OIA homepage:
www.lehigh.edu/~intnl/predepturelist.html

**GRADUATE STUDENT HOUSING**
It is our goal to provide a safe, convenient and enjoyable living experience during your stay. Lehigh also offers full-time, part-time, and certificate programs in the College of Business and Economics. You will be joining 1,200 undergraduate students and 600 graduate students in the full-time, part-time, and certificate programs in the College of Business and Economics.
INTERNATIONAL GRADUATE STUDENT GUIDE

The College of Business and Economics leads students to success both personally and professionally. The profile of a successful CBE graduate today can take many forms but most often includes a blend of strong academics, leadership and work experience, and campus and social involvement. Developing a sense of community at Lehigh is especially important to an international student’s success, and there are a variety of ways to become involved in the Lehigh-Bethlehem community. We encourage you to reach out to our student-run organizations to get a better sense of student life at Lehigh.

Please visit www.lehigh.edu/~ingss/current_clubs.html for a listing of these organizations and contact information.

GRADUATE STUDENT LIFE OFFICE (GLO)

GLO hosts a variety of events on campus to help you orient to your new environment and make the friendships that are so important. Events include:

- **Foodie Fridays:** Learn how to make different types of cuisine with fellow graduate students
- **GLO Breakfasts:** Weekly breakfasts to chat, meet, and catch up with classmates and colleagues
- **Health and Wellness:** Classes and free gym membership
- **Outdoor Excursions:** Hiking, skiing and snowboarding
- **Social Entertainment:** Happy hours, shopping trips and Karaoke nights
- **Seasonal and holiday events:** Celebrations of culture, heritage, and customs

BEYOND LEHIGH

Bethlehem, Pennsylvania is a vibrant, energetic, community-driven town. Whether you’re interested in music, shopping, or being outdoors, there is so much to explore and experience in Bethlehem.

- **Nationally-recognized festivals:** Musikfest, Celtic Classic, Christkindlmarkts, First Friday
- **Arts & Entertainment:** ArtsQuest, Sands Casino, Sands Event Center, Banana Factory
- **Restaurants/Bars:** Bethlehem Brewworks, Tapas on Main, Thai Thai II, and more!

INTERNATIONAL BAZAAR

The International Bazaar is a celebration of diversity through food, music, dance, and arts and crafts. This large, lively, and well-attended annual event in April provides an opportunity for both international and domestic students to showcase their culture and heritage.
Growing at Lehigh

We recognize that your growth in the classroom is only part of the total educational experience. Lehigh offers many opportunities to grow personally and professionally as you prepare for your career. Here at Lehigh, access to resources, availability of staff, and encouragement to think critically is key to your future. The following programs are available to make your experience at Lehigh the best it can be.

**LEHIGH’S OFFICE OF INTERNATIONAL STUDENTS AND SCHOLARS (OISS)**

OISS assists international students as they transition to life at Lehigh. OISS staff are available to answer questions about finances, immigration and visa paperwork, assist with acculturation and understanding of the U.S. education system, and address any concerns or issues students may have about moving to and studying in the U.S.

**ADVANCED BUSINESS ENGLISH PROGRAM**

The College of Business and Economics is partnered with English as a Second Language (ESL) to deliver the Advanced Business English (ABE) program for non-native English speakers. The ABE program is designed to increase English fluency and cross-cultural communication skills and to improve students’ “soft skills” and knowledge of American society and business norms. The program runs from August to November and is comprised of two courses.

**TOASTMASTER’S**

Lehigh’s student-run chapter of Toastmaster’s International meets once a week on Lehigh’s campus to develop leadership and communication skills. Faculty members and Lehigh administrators are not present, creating a no-pressure atmosphere where peers evaluate your presentation and provide feedback to enhance your speaking skills.

**CAREER SERVICES**

Career Services is dedicated to preparing you for the next step, whether you plan to remain in the United States or return to your home country upon graduation. You can meet with a career counselor, create strategic resumes and cover letters, prepare for interviews, and connect with over 26,000 alumni through the LUnet database. Career Services sponsors networking, and career and community events to help you find your next career opportunity.

**PROFESSIONAL DEVELOPMENT PROGRAM (MBA Program)**

The Professional Development Program (PDP) complements the MBA coursework by helping students develop the skills needed to effectively communicate ideas, develop effective relationships and lead with confidence, conviction and principles. Delivered through 8 seminars, self-assessments, one-on-one coaching and corporate networking opportunities, the program fosters the personal development that will make students more effective as they pursue their careers and life goals.

Our Executive-in-Residence, Shawn Kent Hayashi is the founder of the PDP and the best-selling author of *Conversations That Get Results and Inspire Collaboration*™. Her expertise as a career coach and consultant along with her dedication to developing students propels the PDP.
GLOBAL STUDY AT LEHIGH

We understand that a global perspective is inherent to business education and provides context from which students can better analyze the social, political, and economic events of history. We cannot overstate how important this worldview is, which is why the CBE offers various international immersion programs centered on 3-credit courses. Locations vary by year.

GREECE | European Financial Crisis: Students visit government agencies, attend academic lectures, and meet with top business executives from European firms to gain different perspectives on what led to the crisis, what factors might be contributing to it, and the repercussions of those decisions. Open to all CBE graduate students.

SILICON VALLEY | LehighSiliconValley: Although located in the United States, the LehighSiliconValley program hosts globally-focused new venture creations, making it a one-of-a-kind entrepreneurship program. Visit lsv.sites.lehigh.edu to learn more.

Lehigh’s Baker Institute for Entrepreneurship, Creativity and Innovation takes you to the hub of entrepreneurship, California’s Silicon Valley, from which countless ventures have emerged – disruptive technology, next-generation software, and leading-edge internet service companies. Use of “live cases” creates a highly charged learning environment that focuses on real companies, real players, and real situations in real time. LehighSiliconValley is offered exclusively by Lehigh University as a 3-credit experiential program. Open to all university students.

GLOBAL STUDIES AT LEHIGH

We combine our overseas trips with a classroom experience designed to ensure maximum learning and relevance from the overall immersion experience. Students and faculty meet to discuss the critical issues to be tackled during the trip; upon return, the class discusses takeaways and students present their own research findings.

CHILE / ARGENTINA | Contrasting Developing Economies: Students focus on the contrasts between these two economies and how political forces are leading these economies down different paths. By visiting firms in different key sectors of their respective economies and meeting with government and non-governmental agencies, we see how the political climate has a direct impact on the ability of businesses to thrive and how they adapt to changing political winds.

CHINA | Manufacturing and Logistics: Students focus on how China, with a rapidly growing middle-class, will shift away from low-cost, labor intensive manufacturing and grow as a key market for multinational companies. Students visit Beijing, Shanghai, and Ningbo meeting with key players in this rapidly evolving economy.

UNITED KINGDOM | Corporate Social Responsibility: Students focus on the area of Corporate Social Responsibility (CSR) and how the notion of CSR is interpreted and implemented differently, driven by national culture, regulatory environment, industry norms and individual firm philosophies. Students visit London and Nottingham.

Visit www.lehigh.edu/~incbe/MBAinternational.html for more information about these experiences.
The Martindale Center is an interdisciplinary resource focused on advancing educational and scholarly programs to increase understanding of the U.S. economy and its relationship with the world economy. The center cooperates with other centers, institutes, departments, and organizations to sponsor programs that benefit students, faculty, alumni, and the community at large. The center sponsors a number of active and internationally-focused learning experiences, including a range of working papers, international conferences, lecture series, faculty workshops, and global programs.

The RCBC provides curricular support to the College of Business and Economics. It focuses on the traditional modes of business communications, such as writing technique, rhetoric, and oral presentation and develops students’ professional skills, including presentation, listening, networking, and professional working skills. All these skills better prepare students for today’s global environment.

The SBDC provides consulting services and educational programs to entrepreneurs launching or developing a small business. SBDC consultants work one-on-one with entrepreneurs to help test a new business proposition, shape a business plan, or investigate funding issues. Addressing topics ranging from financing to marketing tactics, SBDC programs serve to inform and assist entrepreneurs with the many tasks that business owners face.

The CVCR provides a multidisciplinary approach to value chain research and education, creating opportunities for innovation by integrating analytical and quantitative engineering approaches with process-driven and field-based business research. The center pursues a broad range of knowledge creation and dissemination activities with the aim of providing an umbrella under which researchers and practitioners can both understand and advance the cutting edge of knowledge in value- and supply-chain management.

The FSL is a laboratory located in Rauch Business Center that connects Lehigh to Wall Street. It serves as a center for understanding, creating, and employing financial data and software on the Lehigh University campus. Students and faculty from across the campus use the FSL to gain a better understanding of the financial world through the meeting of theory, practice, and research.

The Baker Institute serves as a hub for entrepreneurial activity at Lehigh by supporting the university’s existing, nationally recognized, cross-disciplinary programs, while creating resources and infrastructure to support the related activities of academic departments and programs across Lehigh’s four colleges.