Duke MEM/MBA

Business & Environment
Concurrent Degree Program

Student Handbook

The Nicholas School of the Environment
and
The Fuqua School of Business
Duke University

Last updated Fall 2014
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Welcome to Duke! Duke University’s concurrent Master of Environmental Management/Master of Business Administration (MEM/MBA) degree is one of the preeminent business and environment dual degree programs in the world. Whether your career interests are in energy, corporate sustainability, environmental markets, public-private environmental partnerships, or any of a myriad of other paths, Duke University affords you access to the world’s leading-edge curriculum, faculty, facilities, and academic opportunities at the intersection of business, energy, and the environment.

In the intensive three-year Duke MEM/MBA program, you will spend time immersed at both the Fuqua School of Business and the Nicholas School of the Environment, with access to additional classes in energy and environment disciplines at Duke’s Pratt School of Engineering, Sanford School of Public Policy, School of Law, and other Duke departments across campus. The Duke MEM/MBA is truly interdisciplinary in nature and diverse in scope and breadth to enable you to tailor your academic experience to your individual interests. At the same time, you will be part of an elite cohort of students at Duke, joining the Duke MEM/MBA community and participating in clubs, classes, and projects specifically for Duke MEM/MBAs from the very beginning of your time here.

1. How to use this handbook

The Duke MEM/MBA program is a concurrent (or joint1) degree program offered in collaboration between The Fuqua School of Business (hereafter, Fuqua) and the Nicholas School of the Environment (hereafter, NSOE). This handbook will help you navigate some of the issues unique to completing the Duke MEM/MBA. It is intended to complement, but not replace, the Nicholas School Bulletin and the Fuqua Bulletin, which detail the policies and procedures of each program separately. When in doubt, please refer to these handbooks at:


For the most current academic policies, course listings, and degree/concentration requirements, please visit the Fuqua and NSOE school websites.

2. Who are Duke MEM/MBAs?

A signature program for both NSOE and Fuqua, the Duke MEM/MBA program enrolls about 25-30 students across three years. As you can see from graphs on the next page, our students are as diverse in academic interests and career goals as they are in backgrounds.

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1 Fuqua uses the term “joint degree,” while NSOE uses the term “concurrent degree.” These terms mean the same thing.
3. One university, two degrees

One of the benefits—and occasionally, challenges—of being a concurrent degree student is that you will be enrolled in two different degree programs at two different schools on Duke’s campus simultaneously. Fuqua and NSOE are two separate professional schools, each with their own unique departments and systems for admissions, student support, course registration, financial aid, IT support, and career support. You will be a fully enrolled student at each of the two schools and will have the same support resources as any other MEM or MBA student on campus. Likewise, you will be expected to fully meet your obligations at both schools, just as any other MEM or MBA student.

Current Duke MEM/MBA students and alumni advise you to enjoy the diversity of these two different experiences. NSOE and Fuqua have their own very different cultures, and they each have unique strengths to contribute to your experience as a student. It is our deliberate intention in the design of the Duke MEM/MBA program not to isolate the MEM/MBA students, but instead to give you the broadest exposure to the riches of diversity on our campus. We believe that no matter what your career path, your success as a leader and change agent will undoubtedly be benefited by experience working as much with scientists as with investment bankers. Duke MEM/MBAs train to be collaborative, engaged, and persuasive contributors, working with constituents along the entire spectrum from field office to corporate boardroom.

Along with the benefits of two degrees are also occasional challenges of navigating two different schools—for instance, making sense of two separate financial aid policies and two separate career support systems. Administrators at both schools, leaders of the Duke MEM/MBA Club, and your MEM/MBA peers can help you navigate these challenges.

4. Degree requirements

Students electing to pursue the MEM concurrently with the MBA must complete requirements for both degrees before either degree will be awarded.

You will need at least 36 units of credit within NSOE to receive the MEM degree. These include 4 to 6 units for the Master’s Project, which is a graduation requirement. You will register at NSOE for any courses that will count toward your 36 MEM credits.

You need a minimum of 65 units of credit at Fuqua, 44 of which are taken in the first year. You will register at Fuqua for any courses that will count toward your required 65 MBA credits.

Course credits may not be double-counted. If a particular course satisfies a concentration requirement at both schools, you may use that course to fulfill both concentration requirements, but the units of course credit may only count toward the degree requirements of one degree. (See more on concentrations in “Course Planning & Credits.”)
5. Course planning & credits

Program Sequencing
The preferred course of study is for students to begin their studies the first year at NSOE followed by a year at Fuqua, and concluding with the final year of combined work in both schools.

Matriculation
If you applied and were accepted to both NSOE and Fuqua before beginning either degree, you will be matriculated at both schools simultaneously in your first Fall semester. That means that you are actively enrolled at both Fuqua and NSOE and can take advantage of the resources of both schools, such as career services, even though all of your courses during your first year will be at NSOE.

Programs/Concentrations
For your MEM degree, you are required to choose one specialized concentration (or “program”) of study from among the following:

- Coastal Environmental Management (CEM)
- Ecosystem Science and Conservation (ESC)
- Ecotoxicology and Environmental Health (EEH)
- Energy and Environment (EE)
- Environmental Economics and Policy (EEP)
- Forest Resource Management (FRM), leading to the Master of Forestry degree
- Global Environmental Change (GEC)
- Water Resources Management (WRM)

Each of these concentrations has prerequisites and course requirements, specific to that concentration. A semester of college calculus and a semester of introductory applied statistics are prerequisites to all NSOE masters curricula. There are additional prerequisites for some program concentrations. For example, students in the Environmental Economics and Policy concentration must have completed a semester of college microeconomics. For more about prerequisites, see http://nicholas.duke.edu/programs/statement-prerequisite-coursework.

It is especially critical for concurrent degree students to complete all prerequisites before coming to Duke. If you have questions about prerequisites for your particular concentration, contact Erika Lovelace, Senior Program Coordinator, at e.love@duke.edu or call 919-613-7459.

For your MBA degree, a concentration is optional. You may have no concentration at all, or choose to complete up to two concentrations in the areas of: Decision Sciences, Energy and Environment, Energy Finance, Entrepreneurship and Innovation, Finance, Financial Analysis, Leadership and Ethics, Management, Marketing, Operations Management, Social Entrepreneurship, and Strategy. Each concentration has a set of required and optional electives associated with it. Concentration requirements may be found at: www.fuqua.duke.edu/student_resources/academics/concentrations/.

Coursework Advisors
At NSOE, you will be assigned a coursework advisor associated with the concentration you have selected. Later, you may have a different advisor for your NSOE Master’s Project. In consultation with your
coursework advisor, you must complete a detailed course plan at NSOE to ensure you are meeting the concentration requirements.

You will not have a coursework advisor at Fuqua. You are responsible for selecting your own electives and meeting your MBA degree requirements.

Occasionally, a student will start at Fuqua and then apply to the concurrent degree program. In this case, you should request a NSOE coursework advisor as soon as possible after your acceptance; ideally, you will try to identify and meet with your advisor during your first year so you can plan for prerequisites and avoid taking duplicate classes at Fuqua and NSOE.

Course Planning

Course planning sheets for each of the NSOE programs may be found at:

- MEM: [http://nicholas.duke.edu/programs/master-environmental-management-mem-residential](http://nicholas.duke.edu/programs/master-environmental-management-mem-residential) (select “Learn More,” then the program worksheets are available by concentration)
- MF: [http://nicholas.duke.edu/programs/master-of-forestry](http://nicholas.duke.edu/programs/master-of-forestry)

These plans are critical for mapping out your course selection over the three years. You are expected to develop a first draft of a plan during your first month on campus. This plan will likely change significantly over your course of study, but it will enable you to be conscious of your various requirements from the beginning.

Substituting Fuqua Credits for Nicholas School Credits

There is one element of course planning that is unique to concurrent degree students. Because there are a few topics that are covered at both NSOE and Fuqua (for instance, Statistics), you may have some classes that count towards your NSOE program completion requirements, but not towards your required 36 NSOE credits. You may choose, for example, to take a course at Fuqua that counts towards your Environmental Economics & Policy requirements but does not count towards the 36 NSOE units. So, you will need to track both Fuqua and NSOE program requirements and NSOE credits.

When you fill out your NSOE program planning worksheet, you can indicate which requirements will be satisfied in substance by coursework from your MBA courses by listing those courses in parentheses. Remember not to count the credits from those courses toward the 36 units you need in the NSOE.

Ordinarily, it will be possible for concurrent degree students to complete their NSOE requirements within the 36 credits allotted to the NSOE, but depending on the degree of substantive overlap between NSOE concentration requirements and Fuqua course requirements, concurrent degree students in some NSOE concentrations may need to take a few credits beyond the minimum required 36. Variations from the stated requirements must be approved by the student’s NSOE advisor; the advisor must document any approved changes or substitutions by sending an email to Academic and Enrollment Services for inclusion in the student’s file. Advice and assistance is always available in the NSOE Academic and Enrollment Services Office.

Some common substitutions are listed below.

- **NSOE Professional Communications**: MEM/MBA concurrent degree students will be automatically waived out of the NS Professional Communications course (ENVIRON 800), since they are required to take Leadership Communication I & II at Fuqua. If a student ends up dropping the MBA program prior to taking Leadership Communication I and II, he/she will still be required to take the Professional Communications course.
**NSOE Statistics:** Students in the NSOE program areas that specifically require statistics (EE, EEP, ESC, EEH) may fulfill the NSOE statistics requirement by taking the Applied Data Analysis for Environmental Science NSOE class (ENVIRON 710), or by counting the content (but not the credit) of Statistical Forecasting elective (DECISION 614) at Fuqua. The introductory Probability and Statistics core class (DECISION 610) combined with the Decision Models elective (DECISION 612) at Fuqua usually cannot be used to meet the statistics requirement for EE, EEP, EEH, and ESC program areas.

**Fuqua Statistics:** Alternatively, students who take statistics at NSOE in their first year can exempt out of the MBA core class Probability & Statistics (DECISION 610) by taking an exam before the start of Fall term 1. This is a path many MEM/MBAs take. Exemption details can be found at: [http://www.fuqua.duke.edu/student_resources/academics/exemptions/](http://www.fuqua.duke.edu/student_resources/academics/exemptions/).

**NSOE Quantitative elective:** A popular MBA first-year elective, Decision Models (Decision 611), may be used to satisfy the substance (not the credit) for a NSOE quantitative course with permission of your NSOE academic advisor. (Another Fuqua core course, Decision 610, Probability and Statistics duplicates too much NSOE prerequisite level material to count as a NSOE quantitative course.) Please note that, as the above bullet states, Decision Models cannot be used to satisfy the substance of the specific statistics requirement of EE, EEP, ESC, or EEH. It can be used to satisfy a general quantitative elective requirement.

### Course Scheduling

Since Fuqua courses are usually held on a Monday/Thursday or Tuesday/Friday schedule (and in different time blocks from the rest of Duke), while NSOE courses are usually held on a Monday/Wednesday or Tuesday/Thursday schedule, students taking classes at both Fuqua and NSOE in the same semester must pay close attention to course meeting times to prevent conflicts in scheduling. It is also important to realize that NSOE and Fuqua are on different academic calendars (so they have different start and end dates and different breaks), as well as different semester schedules (Fuqua semesters are divided into two “terms” each). When scheduling a semester-long NSOE course, you need to look at both of Fuqua’s terms (e.g., Fall Term 1 and Fall Term 2) so that there will not be a conflict.

### 6. Master’s Project

A Master’s Project (MP) and participation in the MP seminar are graduation requirements for all concurrent degree students.

**MP Deadlines**

Since concurrent degree students are often on a different “sequence” than students in the regular 4-semester program, you may have to take extra responsibility for making sure you are keeping up with MP deadlines and that you are included on the right NSOE email lists to get information about MP seminar and other program activities. The MP guidelines detail the due dates based on expected graduation date ([nicholas.duke.edu/advising/masters-projects/timetable](http://nicholas.duke.edu/advising/masters-projects/timetable)). Use your expected graduation date as a guide to which deadlines you must meet.

Note that for some concurrent degree students, this may mean having to settle on an MP topic during the first semester you spend at NSOE. For other concurrent students, this may mean preparing a proposal during a semester when you are taking all or part of your courses in Fuqua. When in doubt, verify with your advisor or program chair what deadlines you need to meet. You are welcome to finish your MP earlier than the dates listed, if that fits your schedule better.
MP Seminar

Each NSOE program has a 1-credit MP seminar (ENVIRON 898.xx), which students sign up for each semester they are at NSOE (typically year 1 and year 3 of the concurrent degree program), receiving one credit on successful completion of all activities in the final semester. MP seminar activities are required, and include program meetings to learn about MP topics, discuss MP proposals, etc. You may need to attend some of these meetings while you are enrolled in your MBA program, depending on the semesters you’ll be taking NSOE courses.

7. Internships

MEM/MBA students complete two summer internships, usually one related to NSOE work in the summer after the year spent in the NSOE, and one related to MBA work in the summer after the year spent at Fuqua. Internships are not a requirement for graduation, but are almost universally expected by post-graduation employers, and are an invaluable way to gain applied work experience in your field of choice.

8. Tuition & Financial Aid

MEM/MBA students pay a special blended tuition rate for this program. It is slightly higher than NSOE tuition and lower than Fuqua’s tuition. Students pay the special combined tuition every semester regardless of where courses are taken.

If you apply to and enroll in both programs before starting either one, you will pay the blended tuition rate from the outset. If you start at one school before applying to add the second degree, you will have a one-time tuition adjustment applied in your first semester of the concurrent degree program.

Check with the financial aid officer in the school where you will begin your studies to get more information about how your financial aid will be processed and managed.

9. IT Communications and Listservs

IT Accounts

Both NSOE and Fuqua use the Duke Exchange email system. If you haven’t already, you must login and setup your Duke Exchange email account in order to ensure that you receive emails generated by administrators and clubs at both schools. If you wish, you can set up your Exchange account to auto-forward emails to a personal email account, such as gmail.

Instructions for setup and FAQs about Duke Exchange can be found here: www.oit.duke.edu/email-accounts/exchange/index.php. Duke’s Office of Information Technology (OIT) can help with any questions about your Exchange account.

Email Lists: MEM/MBA

There are three listservs specifically for concurrent MEM/MBA students:

- mem-mba-all@nicholas.duke.edu for all MEM/MBAs
- mem-mba-fuqua@duke.edu for students in the Duke MEM/Duke MBA program
- mem-mba-unc@nicholas.duke.edu for students in the Duke MEM/UNC MBA program

All incoming MEM/MBA students are added to the appropriate listservs automatically before school starts. However, if you are uncertain whether you are a subscriber, check with list administrators Erika
Lovelace ([e.love@duke.edu](mailto:e.love@duke.edu)) and Katie Kross ([Katie.kross@duke.edu](mailto:Katie.kross@duke.edu)). If you are admitted to the MEM/MBA program mid-year, please email Erika and Katie to be added to the appropriate listservs.

**Email Lists: Nicholas School**

NSOE has an email list for all environmental concurrent degree students (including MEM/JD, MEM/MPP, MEM/MBA, and others): [profjoint@nicholas.duke.edu](mailto:profjoint@nicholas.duke.edu). You will also be added to email lists to receive messages about “first-year” and “second-year” activities and deadlines at NSOE. Since concurrent degree students are not on the standard four-semester plan, you’ll have to make sure that you are on the lists that are appropriate for your stage of completion of requirements. For example, you may need to be on both the first and second year lists, or change from one list to another. At times, you will unavoidably receive some duplicate emails between lists, but students generally feel that is preferable to the risk of missing vital information.

**Email Lists: Fuqua**

If you follow the typical MEM/MBA sequence (i.e., you applied and were accepted to both NSOE and Fuqua before beginning either degree, and you begin your studies at NSOE), you will be matriculated at both Fuqua and NSOE during your first year, and will therefore be automatically added to email distribution lists at Fuqua. You’ll be on the MBA1 distribution list during your year at NSOE (year 1) and *again* during your year at Fuqua (year 2). You will be moved to the MBA2 distribution list during your last year of the concurrent degree (year 3).

During your first year, you will receive many MBA1 emails that do not pertain to you (for instance, information about MBA Orientation or ILE, events that will be required for you in your second year of your concurrent degree). But you’ll also receive MBA1 emails about Fuqua Fridays, speakers, career events, and other opportunities that you will be glad to take advantage of. Current MEM/MBA students generally feel that the advantages of being on the MBA1 listserv outweigh the annoyances of deleting emails that do not pertain.

For the few students who start their degree at Fuqua, the sequence will be different. You will be on the MBA1 distribution list during your first year. You will automatically be moved to the MBA2 distribution list at the completion of your first year at Fuqua. You can request to receive both MBA1 and MBA2 emails during your second (middle) year, if desired.

**Internet/Intranets**

Besides the academic and advising pages of the NSOE website ([nicholas.duke.edu/about/advising](http://nicholas.duke.edu/about/advising)), NSOE has a student wiki, Nickipedia, at [sites.nicholas.duke.edu/nickipedia/](http://sites.nicholas.duke.edu/nickipedia/). Nickipedia is your source for job postings, student announcements, club information, and other helpful links as a NSOE student.

Fuqua has an intranet, FuquaWorld: [http://fuquaworld.duke.edu/](http://fuquaworld.duke.edu/). This is where you’ll be able to access career resources, directories, and links to other useful resources for students. Fuqua also has a CampusGroups site, where clubs and calendars are hosted: [http://fuqua.campusgroups.com/home](http://fuqua.campusgroups.com/home). All Fuqua club events and emails are communicated through CampusGroups. Even when you are in your first year at NSOE, you will have access to FuquaWorld and Fuqua CampusGroups as a concurrent degree student and should not hesitate to participate in Fuqua clubs and attend Fuqua events. As a start, you will want to join the MEM/MBA Club and the EDGE group on CampusGroups.

### 10. Career Support

Concurrent degree candidates are matriculated students at both NSOE and Fuqua for the entire three-year program. As such, you have full access to the career centers at both schools for all three years.
During your first year (at NSOE), you should take advantage of the career support services offered by the NSOE Career and Professional Development Center. If you’d like, you are also invited to meet with Fuqua Career Management Center (CMC) staff for coaching and internship search guidance, and to attend CMC workshops and company presentations held at Fuqua. These resources can help you jump start your networking, help you better focus your career goals, get familiar with the industry hiring landscape, and understand how you’ll want to position yourself. To take advantage of Fuqua career support, we suggest you make an appointment to meet with either Mackenzie Sullivan, Fuqua CMC Sector Director for Sustainability & Social Impact careers, or Malcom Riley, Fuqua CMC Sector Director for Energy & Technology careers.

You will not be eligible to apply for MBA internships that are recruited on campus at Fuqua until you have completed the first year of the MBA program. This is a request stipulated by the recruiting employers, because MBA internships assume a baseline set of skills in financial analysis, marketing, operations modeling, and accounting that come from having taken the first-year MBA core classes. Further, most MBA employers use internships as a direct pipeline to full-time offers. MBA employers who recruit on campus through the CMC have specifically told Fuqua’s CMC that they want interns who would be eligible to take a full-time offer at the end of the summer if they were to extend one. That means that you should apply to these internships only after completing your second year of the MEM/MBA.

If you plan on pursuing an internship after your first year at Nicholas that is geared towards MBA students, note that:

(1) This will involve an “off-campus” internship search since you will not be able to apply to on-campus opportunities through the Fuqua CMC until your first year of the MBA program.

(2) You and the employer should assess if you will be equipped to succeed at the internship prior to completing the MBA core.

(3) You should be sure the employer understands you will not be graduating the following spring and therefore will not be able to accept a full time offer at the end of the internship.

One of the great benefits of being a concurrent degree student is the opportunity to have two different summer experiences that complement your dual academic work. Most MEM/MBA students find great value in choosing an “environmental” internship (policy or science oriented) during their first summer and a “business” internship during their second summer. Having two distinct experiences deepens your subject matter expertise and builds your resume in a way that single-degree students can’t do with a single summer internship. Take advantage of these internships as a means to build out your work experience profile, broaden your professional network, and fill different “gaps” on your resume.

Another advantage of being a concurrent degree student is the access to the alumni networks of both NSOE and Fuqua. Our alumni are incredibly well placed in their respective business and environment careers, and you’ll find them to be an invaluable source of advice and networking guidance. You are encouraged to reach out to alumni early in your tenure as a student. The career centers at both NSOE and Fuqua can help you find alumni who are most relevant to your career interests.

11. Extracurricular Resources & Opportunities

As a concurrent degree student, you will have access to a wealth of extracurricular opportunities at both NSOE and Fuqua. Some of the Centers and clubs that might be of interest are listed below, though this list is by no means exhaustive. Even when you are in your first year at NSOE, as a concurrent degree student you should not hesitate to participate in Fuqua clubs and attend Fuqua events. And, when in your first year of the MBA program, stay connected with clubs at the NSOE! Please visit the Duke, Fuqua, and NSOE websites for more complete lists of extracurricular opportunities.
# Centers & Institutes

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<th>Centers &amp; Institutes</th>
<th>Brief Description</th>
<th>Ways to Get Involved</th>
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<tr>
<td><strong>Center for Energy, Development, and the Global Environment (EDGE)</strong></td>
<td>Unofficial “home” for the MEM/MBA program. EDGE is the Fuqua hub for education, thought leadership, and industry engagement activities related to energy, environment, and business. EDGE’s mission also includes supporting the MEM/MBA program, as well as the MBA concentration in Energy &amp; Environment.</td>
<td>• MEM/MBA program support &lt;br&gt; • MBA Energy &amp; Environment concentration support &lt;br&gt; • EDGE Seminar course &lt;br&gt; • Energy Industry Fundamentals (EIF) workshop &lt;br&gt; • Conferences and distinguished speakers &lt;br&gt; • EDGE mailing list</td>
</tr>
<tr>
<td><strong>Duke University Energy Initiative</strong></td>
<td>University-wide hub for energy education, research, and thought leadership across Duke’s campus.</td>
<td>• Monthly “Energy Mix” networking events &lt;br&gt; • Speakers &amp; field trips &lt;br&gt; • Bass Connections in Energy projects &lt;br&gt; • Energy courses across campus &lt;br&gt; • DUEI mailing list</td>
</tr>
<tr>
<td><strong>Center for Sustainability &amp; Commerce</strong></td>
<td>The Duke Center for Sustainability &amp; Commerce brings government and industry leaders together to find meaningful ways to make products and goods more sustainable.</td>
<td>• Graduate certificate in Sustainability &lt;br&gt; • Research projects and fellowships</td>
</tr>
<tr>
<td><strong>Center for the Advancement of Social Entrepreneurship (CASE)</strong></td>
<td>CASE is a research and education center dedicated to promoting the entrepreneurial pursuit of social impact through the thoughtful adaptation of business expertise. CASE has a great Summer Internship Fund to support summer internships in the nonprofit sector. Joint degree students are eligible to apply for support.</td>
<td>• Social entrepreneurship classes at Fuqua &lt;br&gt; • Fuqua On Board service learning program &lt;br&gt; • Scholarship and internship programs &lt;br&gt; • CASE mailing list</td>
</tr>
<tr>
<td><strong>Center for Entrepreneurship &amp; Innovation (CEI)</strong></td>
<td>CEI is a Fuqua center that is focusing and expanding the work on entrepreneurship and innovation at Fuqua. CEI coordinates campus entrepreneurship programs including the Program for Entrepreneurs and Duke Startup Challenge.</td>
<td>• Energy &amp; Environment track in Duke Startup Challenge &lt;br&gt; • Program for Entrepreneurs &lt;br&gt; • Energy Entrepreneurship Fellowship funding</td>
</tr>
<tr>
<td><strong>Center on Globalization, Governance, and Competitiveness (CGGC)</strong></td>
<td>CGGC, an affiliate of the Social Science Research Institute at Duke, is built around the use of global value chains methodology to study the effects of globalization on various topics of interest including environment.</td>
<td>• Research projects during the year or summer</td>
</tr>
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[www.fuqua.duke.edu/edge](http://www.fuqua.duke.edu/edge)  
[http://energy.duke.edu/](http://energy.duke.edu/)  
[http://center.sustainability.duke.edu/](http://center.sustainability.duke.edu/)  
[www.caseatduke.org](http://www.caseatduke.org)  
[www.entrepreneurshipatduke.com](http://www.entrepreneurshipatduke.com)  
[www.cggc.duke.edu](http://www.cggc.duke.edu)
Nicholas Institute for Environmental Policy Solutions
www.nicholas.duke.edu/institute
The Nicholas Institute seeks to address some of the world’s most pressing environmental problems through scientifically grounded, rigorous, balanced nonpartisan policy analysis and broad-based dissemination of the Institute’s work.

- Research-oriented NSOE assistantships
- Summer internships

Sustainable Duke
http://sustainability.duke.edu/
The Duke Sustainability Office is a clearinghouse for news and information about Duke University’s efforts toward exemplary environmental stewardship.

- Sustainable Duke listserv
- Campus-wide events
- Committees/task forces invite student participants

Clubs

- MEM/MBA Club
  http://fuqua.campusgroups.com/memmba/home/
The MEM/MBA Club resides at both NSOE and Fuqua, though acting as a single entity. The club’s focus is three-fold:
  - To provide professional and academic resources for MEM/MBA concurrent degree students that allow students to better leverage the two degrees,
  - To grow the MEM/MBA program through increased visibility and outreach to the Nicholas School of the Environment and The Fuqua School of Business, while actively working with the school administration to improve the MEM/MBA program, and
  - To foster social bonds among MEM/MBA degree students.

- Business & Environment Club (NSOE)
  The mission of BEC is to connect students to environmental management and sustainability programs within private small-scale and large-scale enterprises. BEC is an outlet for those students who are interested in environmental protection and sustainability initiatives via the private sector.

- Duke MBA Energy Club (Fuqua)
  http://fuqua.campusgroups.com/energy/about/
The Duke MBA Energy Club educates students on all aspects of the energy industry, including energy basics, emerging technologies, energy finance, company profiles, and career tracks. The club also provides forums for discussion on energy-related issues by bringing thought leaders and executives to campus to speak in events like the annual Duke MBA Energy Conference, held in the Fall.

- Nicholas School Energy Club (NSOE)
  http://sites.nicholas.duke.edu/energyclub/
The Nicholas School Energy Club is a student run club that brings students, alumni, professional, and community members together over current energy issues.
• **Duke MBA Net Impact Club (Fuqua)**
  [http://fuqua.campusgroups.com/netimpact/about/](http://fuqua.campusgroups.com/netimpact/about/)
  The Duke MBA Net Impact Club aims to “instill the desire in all students to make a meaningful impact in the world, and equip them with the tools necessary to achieve it, regardless of which sector, company, or position they pursue.” The club offers extracurricular programming and career support to MBA students interested in social entrepreneurship and sustainability. The club also hosts the annual Duke Sustainable Business Conference and sponsors student travel to the annual national Net Impact Conference.

• **Duke University Greening Initiative**
  [http://web.duke.edu/greening/](http://web.duke.edu/greening/)
  The Duke University Greening Initiative is a primarily graduate student organization. While the organization is project-based, it focuses on projects that will further the institutionalization of sustainability at Duke.

**Internship Support**

• **CASE Summer Internship Fund**
  [www.caseatduke.org/mba/financialaid](http://www.caseatduke.org/mba/financialaid)
  The CASE Summer Internship Program enables Duke MBA-Daytime students to learn about the rewards and challenges of social sector management without making a significant financial sacrifice. The program supplements the summer internship salaries offered by nonprofit and government agencies to MBA interns. To learn more and see if you might be eligible, visit the Summer Internship Fund webpage. Applications are usually due in early April, updated program details and applications are available online.

• **Environmental Internship Fund (EIF)**
  EIF is devoted to enhancing the diversity of student interests and experiences by supporting students, financially and otherwise, in their pursuit of improvement of our natural environment through work with environmental organizations focusing on the public interest, such as nonprofit organizations. NSOE’s Career and Professional Development Center manages the Environmental Internship Fund and advertises the application process and exact deadline each year; application deadline is late March.

• **Stanback Internship Program**
  [http://nicholas.duke.edu/career/stanback](http://nicholas.duke.edu/career/stanback)
  Made possible by the generous support of Mr. and Mrs. Fred Stanback, the Stanback Internship Program is a partnership between the Nicholas School and dozens of targeted conservation organizations that provides students with significant work experience in grassroots conservation, advocacy, applied resource management or environmental policy. All Duke students who have at least one full semester remaining as a Duke student following the internship are eligible to compete for the Stanback internships.

12. **Tips & Other Advice**

Following are a few additional tips from current students and alumni of the MEM/MBA program.

∇ During your first year at NSOE, consider joining the [Net Impact Club](http://fuqua.campusgroups.com/netimpact/about/) and/or [Energy Club](http://fuqua.campusgroups.com/energy/about/) at Fuqua, in addition to the [MEM/MBA Club](http://fuqua.campusgroups.com/membaprogram/about/) and your Nicholas School clubs. You’ll receive emails about career events and speakers that might be of interest.
Participating in events like the national Net Impact Conference, the Duke Sustainable Business & Social Impact Conference, and the annual Duke University Energy Conference is another great way to get involved and meet like-minded students.

Join the Duke MEM-MBA group on LinkedIn to connect with current MEM-MBA students and alumni.

Current students recommend you try to fulfill as many of your required NSOE classes as possible during your first year at NSOE. You might even consider “overloading” each semester during your first year, taking five, instead of four, classes at NSOE. Given the differences between the NSOE and Fuqua calendars, scheduling during your third year can be challenging.

NSOE and Fuqua provide slightly different resume templates to students. Current MEM/MBA students recommend you use the Fuqua resume template from the outset so you don’t have to have two different versions.

While at NSOE, try to integrate into Fuqua culture; likewise, stay in involved with NSOE when you are at Fuqua your second year. The true value of the MEM/MBA program is that you can participate and learn from students at both schools so stay connected with each throughout the three years!

13. Key Contacts

A table of key contacts at each school is listed below. For the most up-to-date information, please consult the schools’ websites.

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<th>Nicholas School</th>
<th>Fuqua</th>
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<tr>
<td>Admissions</td>
<td><a href="mailto:admissions@nicholas.duke.edu">admissions@nicholas.duke.edu</a> (919) 613-8070</td>
<td><a href="mailto:Admissions-info@fuqua.duke.edu">Admissions-info@fuqua.duke.edu</a> (919) 660-7705</td>
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