

GRADUATE DEGREE INFORMATION - IMPORTANT POINTS TO REMEMBER

Note that the following information does NOT include all requirements for a graduate degree in Computer Science. NOTE ALSO THAT DEGREE REQUIREMENTS MAY CHANGE AT THE DISCRETION OF THE DEPARTMENT. SUCH CHANGES ARE USUALLY IMPLEMENTED IMMEDIATELY. IT IS THE STUDENT'S RESPONSIBILITY TO MAKE SURE THEY CONFORM TO THE MOST UP TO DATE DEGREE REQUIREMENTS.

- All new students will be advised by Professor Hamid R. Arabnia, Room 416 Boyd GSRC at the beginning of Fall Semester. At this point you will be advised by the Graduate Coordinator until a Major Professor is chosen.

Prof. Arabnia's fall 2018 Office Hours:

Tuesdays: 09:30am – 10:30am

Wednesdays: 10:10am – 11:30am

Thursdays: 09:30am – 10:30am

Students are encouraged to adhere to the office hours listed.

- MS and PhD students are required to submit all Graduate School forms via e-mail to gradinfo@uga.edu by the stated Graduate School deadlines. Please copy Graduate Coordinator Assistant, Samantha Varghese slvargh@uga.edu on all forms, if possible.
- PhD students will have their Oral/Written Comprehensive Exam Announcement, and Dissertation Defense Announcement made by Graduate Coordinator Assistant, Samantha Varghese. She will submit results of Oral/Written Comps and your completed Admission to Candidacy Forms to the Graduate School.
- All students must apply for graduation in Athena one semester before the intended graduation term.

M.S. Degree

- The Major Professor MUST BE CHOSEN BY THE END OF SEMESTER 2 IN THE ENROLLED M.A.M.S. OR M.S. DEGREE PROGRAM. Major Professor is needed for thesis and non-thesis MS students.
- Students must meet the MS Core Competency requirements which consist of at least 12 hours of core CSCI graduate level coursework. At least one course from each of the following groups must be taken: Theory, Software Design, and System Design. In addition, students may be required to take a Master's Examination OR write an essay that demonstrates assimilation of knowledge from multiple core courses at a more conceptual level than the regular Master's Examination. Core Competency is certified by the student's Advisory Committee with the approval of the Graduate Coordinator.
- **MS (THESIS): THE FOLLOWING FORMS MUST BE TURNED IN BY THE END OF THE SECOND-SEMESTER-ENROLLED (semester 2)**
Advisory Committee (M.S.)
Program of Study (M.S.)(Major Professor Required)
MS Core Competency Certification (M.S.)
- **MS (NON-THESIS): THE FOLLOWING FORMS MUST BE TURNED IN BY THE END OF THE SECOND-SEMESTER-ENROLLED (semester 2)**
Advisory Committee – not needed
Program of Study (M.S. Nonthesis) (Major Professor required)
MS Core Competency

MAMS Degree

- The following forms need to be turned in by end of Semester 2 Enrolled:

Advisory Committee- not needed

Program of Study-(Major Professor Required) (Non-Doctoral Professional Degree Form)

Independent Study Form- Technical Report (CSCI 7100)

Ph.D. Degree

- The Major Professor and Advisory Committee **MUST BE CHOSEN (BY THE END OF THE THIRD SEMESTER ENROLLED)** and the proper forms filled out and submitted to the Graduate Coordinator's Assistant.
- Students must exhibit PhD Core Competency according to the guidelines set forth by the student's advisory committee. This may take the form of a written exam, an oral exam, an essay exam, graded coursework, or some other mechanism deemed appropriate by the student's advisory committee. Committee members must unanimously vote to certify competency before the student can submit the Core Competency Certification Form to the Graduate Coordinator for approval.

Prior to the Graduate Coordinator approval, each student's core competency certification must undergo full departmental faculty review. Comments and concerns from the department faculty will be taken into consideration by the Graduate Coordinator and used to determine whether or not the certification is approved. In the case where the certification is not approved, the Graduate Coordinator will work with the student's advisory committee to specify any remedial action.

- Students must submit a Preliminary Program of Study to Graduate CS Coordinator (BY END OF THIRD SEMESTER ENROLLED), and a Final Program of Study Form (BY END OF SEMETER 3 OR AT TIME OF ORAL/WRITTEN COMPREHENSIVE EXAMS) to Graduate School. This should be a coherent and logical whole; it requires the approval of the student's major professor, the student's advisory committee, and the departmental Graduate Coordinator. This must be on file with the office before the Admission to Candidacy form can be submitted.
- Students must pass the Ph.D. Oral/Written Comprehensive Examination that covers the student's major and minor areas of study. The examination consists of two parts: a written section and an oral section. **Students have at most two attempts to pass the Comprehensive Examination.** The oral part may not be attempted until the written part has been passed. Students are responsible for initiating an Application to Candidacy, once all requirements, except the dissertation prospectus and the dissertation, have been completed.
- Students must present a Dissertation Prospectus to his/her advisory committee for approval.
- **THE FOLLOWING PhD FORMS MUST BE TURNED IN BY THE END OF THE THIRD-SEMESTER-ENROLLED (Semester 3)**

Advisory Committee Form

Preliminary/Final Program of Study

PhD Core Competency Form