GRADUATE DEGREE PLANNING
and WAIVER SEMINAR
Seminar Overview

- Graduate Advising Personnel and Contact Information
- Spring Advising Hours
- Important Websites and Locations
- Policies and Procedures

- Degrees and Areas of Study (MS)
  - Courses
    - 6000 level or higher (Core and Elective Courses)
    - 5000 level courses
    - Prerequisite courses
    - Waiver of required prerequisite courses

- Filling out and reviewing your degree plan
- Graduation Planning and Graduation Application

- Special Issues for International Students
In order to use your time most efficiently, appointments are strongly recommended. Please email and request an appointment.

SUMMER 2021 – Only Available Virtually
SUMMER 2021 – Only Available Virtually

Offices Listed are inside SUITE ECS 3.908

Mrs. Emily Lenart-Donaldson  ECSS 3.905  972-883-4278  eldonaldson@utdallas.edu
CSMS A-J : except IA and Thesis

Ms. Rachel Spataro  ECSS 3.906  972-883-4194  rachel.spataro@utdallas.edu
CSMS K-P : except IA and Thesis
All SE_MS except Thesis or PHD Masters

Mr. Eric Moden  ECSS 3.904  972-883-4705  eric.moden@utdallas.edu
CSMS Q-T : except Thesis
All IA track students except PhD and Thesis

Mr. Jesus Mata  ECSS 3.902  972-883-6175  Jesus.Mata@utdallas.edu
CSMS U-Z : except IA and Thesis

Mr. Doug Hyde  ECSS 3.908B  972-883-6612  dhyde@utdallas.edu
All PhD, All MS Thesis, All PhD as MS

Mrs. Nirmala Manalan  ECSS 3.903  972-883-4216  Nirmala.Manalan@utdallas.edu
Admission Processor

These staff members are NOT Graduate ADVISORS. For any questions on classes, choosing a degree plan etc., contact a Graduate Advisor.

The Erik Jonsson School of Engineering and Computer Science
Computer Science Department

http://cs.utdallas.edu/

• Graduate information is available in the drop-down menu at the top.

Graduate Studies

• Forms needed to apply for waivers are there as well as a lot of other useful information.

https://cs.utdallas.edu/admissions/forms/

CS Graduate Student Services Suite (CSGS-SS)

• Many forms are available in the hallway frame inside our suite - ECS 3.908.
Students:

- **MUST** sign and submit an Acknowledgement of Policies Form (**AOP**) before the end of first semester.
  - Completion of this form (for CS) includes the selection of your track
  - *Second semester online registration will not be enabled until this form is submitted.*

- **MAY NOT** change track or program in the graduating semester.

- **Choosing to miss more than a week of classes at the beginning of the semester may be subject to being dropped from courses.**

- Planning to visit their home country between semesters should check with professors regarding the scheduling of final exams **PRIOR** to buying plane tickets. Students are expected to be present and available to take an exam up to the last day of scheduled exams. *Please refer to the Academic Calendar on the University website.*

For additional policies and procedures, please see the catalog for at:

[https://catalog.utdallas.edu/2020/graduate/home](https://catalog.utdallas.edu/2020/graduate/home)
The Computer Science Department grants two separate Master's degrees:

Masters of Science in Computer Science (CS_MSCS)

Masters of Science in Software Engineering (SE_MS)
Masters of Science in Computer Science

Tracks (Concentration of Study)

- Traditional Computer Science
- Data Science
- Information Assurance
- Intelligent Systems
- Interactive Computing
- Networks & Telecommunications
- Systems
Switching into or out of the Software Engineering program is a change of program and requires a New Application.

All the paperwork for this must be completely processed by the Records Office before the first day of classes in a given semester.

- Failure to meet the paperwork deadline will result in the change becoming effective the first day of the next semester.
- Paperwork must leave the CS office in time for the processing to be completed.

International Students changing programs may need a new I-20. Check with the ISSO.

DEGREE PROGRAMS CANNOT BE CHANGED IN THE GRADUATING SEMESTER.
In general, a total of **33** credit hours (*11 courses*) are required for a MS degree. This may increase to 36 hours if an appropriate GPA is not maintained in the core courses of the chosen track.

The 33 hours consists of:

- **15** hours (5 courses) are specified as core courses that vary according to track
- **18** hours (6 courses) may be selected from CS/SE approved electives

Students in all tracks, except Information Assurance, may use one 5000 level CS/SE course as an elective. The remaining electives must be 6000 level or above.

**Students in the Information Assurance Track may not use 5000 level CS courses as electives.**

Additional hours may also be required to fulfill the admissions prerequisites stated as a condition of acceptance by the CS Department.
Three GPAs (Grade Point Averages) are pertinent for master’s students:

1. **Core GPA**: The GPA in the core courses of the selected track/program

2. **Elective GPA**: The GPA in the electives used for the track/program. This includes the GPA of 6 (or possibly 7) electives.

3. **Overall GPA**: The GPA in **ALL** graduate level (5000 or above) courses completed at the university.
The Overall GPA:

- This is the GPA that appears on the transcript.
- The University requires that an overall GPA of at least 3.00 must be maintained.
- Students who drop below a 3.00 overall GPA will be placed on academic probation.
  - If you are placed on probation, you must have a GPA of at least 3.00 by the end of the next two semesters in which you have enrolled.
  - If you take summer classes, the summer session counts as one of the two allowed semesters.
  - Failure to improve the GPA will result in expulsion from the university.
The **Core GPA**:

- This is the GPA in the five core courses of your selected track
- The department requires a core GPA of at least 3.19 to graduate
  - Students can repeat a core course to improve the GPA to 3.19 or above
- Students with 3.00 ≤ **Core GPA** < 3.19 can graduate by successfully completing an extra 6000 level or higher CS/SE elective
The **Elective GPA**:  
- This is the GPA in the six (possibly 7) elective courses of your selected track  
- The department requires an elective GPA of at least 3.00 to graduate  
  - Students can repeat or take additional electives to improve this GPA
From the 2020 Graduate Catalog:

The following grade scale is used in graduate coursework at the University:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
<th>Grade Points per Semester Hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td></td>
<td>4.000</td>
</tr>
<tr>
<td>A-</td>
<td></td>
<td>3.670</td>
</tr>
<tr>
<td>B+</td>
<td></td>
<td>3.330</td>
</tr>
<tr>
<td>B</td>
<td></td>
<td>3.000</td>
</tr>
<tr>
<td>B-</td>
<td></td>
<td>2.670</td>
</tr>
<tr>
<td>C+</td>
<td></td>
<td>2.330</td>
</tr>
<tr>
<td>C</td>
<td></td>
<td>2.000</td>
</tr>
<tr>
<td>F</td>
<td>Failure</td>
<td>0.000</td>
</tr>
<tr>
<td>I</td>
<td>Incomplete *</td>
<td></td>
</tr>
<tr>
<td>P</td>
<td>Pass *</td>
<td></td>
</tr>
</tbody>
</table>

* The grades of I and P do not produce grade points.

A grade of B- is below a 3.000
GPA Requirements

To graduate a student must satisfy *all three GPA requirements* below:

1. A Core GPA $\geq 3.19$
   Or a $3.00 \leq \text{Core GPA} < 3.19$
   and have successfully completed an extra elective
2. An Elective GPA $\geq 3.00$
3. An Overall GPA $\geq 3.00$
Course Repeats

• At most 3 courses may be repeated in the degree plan.
• The better grade is used in the GPA calculation.
• The original attempt is still visible on your transcript.
All course work must be completed within a 6-year window.

This includes transfer credits. (A Transfer credit can expire.)

The age of the course is what matters, not when the degree was begun.
Admission Requirements

The student entering the Computer Science MS program should have an undergraduate preparation equivalent to a baccalaureate degree in a quantitative science, having completed calculus and linear algebra.

All students must show proof of mastery in the following courses:

- CS 5303 Computer Science I
- CS 5330 Computer Science II
- CS 5333 Discrete Math/Structures
- CS 5343 Data Structures
- CS 5348 Operating Systems

These requirements are a condition of admission and must be met by all students, regardless of the chosen track.
All students with a bachelor degree in Computer Science should have knowledge of the material in these courses.

Students lacking the mastery of the material in these courses will be assigned the deficient course(s) as prerequisites.

**NOTE:** Each track generates its *own additional* prerequisites depending upon those listed in the catalog for a track’s core courses.
Each student’s file is carefully reviewed for admission and all deficiencies are noted for all tracks.

The student is responsible for fulfilling only those prerequisites listed on the degree plan of his or her chosen track as a condition of admittance to the program. Prerequisites not on your degree plan do not need to be taken unless you take a course which has it listed as a prerequisite in the catalog.

All students are required to meet the prerequisites stated in the catalog for any course taken. If you have not satisfied the prerequisite requirements for a course, you may not enroll in the course.

Students may initiate a change of track after admission by seeing an advisor. Having all deficiencies listed allows this change to take place in a timely manner, without the student having to wait for a new letter after an additional review of the file.
<table>
<thead>
<tr>
<th>Core Courses</th>
<th>Common Prerequisites</th>
<th>Additional Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS 6363</td>
<td>CS 5303</td>
<td>CS 5349</td>
</tr>
<tr>
<td>CS 6378</td>
<td>CS 5330</td>
<td>CS 5390</td>
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<tr>
<td>CS 6390</td>
<td>CS 5333</td>
<td></td>
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<tr>
<td><strong>Two of the following:</strong></td>
<td>CS 5343</td>
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<tr>
<td>CS 6353</td>
<td>CS 5348</td>
<td></td>
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<tr>
<td>CS 6360</td>
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<tr>
<td>CS 6371</td>
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</tr>
<tr>
<td>Core Courses</td>
<td>Common Prerequisites</td>
<td>Additional Prerequisites</td>
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<tr>
<td>CS 6313</td>
<td>CS 5303</td>
<td>CS 3341</td>
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<tr>
<td>CS 6350</td>
<td>CS 5330</td>
<td></td>
</tr>
<tr>
<td>CS 6363</td>
<td>CS 5333</td>
<td></td>
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<tr>
<td>CS 6375</td>
<td>CS 5343</td>
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</tr>
<tr>
<td>One of the following:</td>
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<tr>
<td>CS 6301 (Social Network Analytics)</td>
<td>CS 5348</td>
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<tr>
<td>CS 6320</td>
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<td></td>
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<tr>
<td>CS 6327</td>
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<tr>
<td>CS 6347</td>
<td></td>
<td></td>
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<tr>
<td>CS 6360</td>
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<td></td>
</tr>
<tr>
<td>Core Courses</td>
<td>Common Prerequisites</td>
<td>Additional Prerequisites</td>
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<tr>
<td>CS 6324</td>
<td>CS 5303</td>
<td>CS 5390</td>
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<tr>
<td>CS 6363</td>
<td>CS 5330</td>
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<tr>
<td>CS 6378</td>
<td>CS 5333</td>
<td></td>
</tr>
<tr>
<td><strong>Two of the following:</strong></td>
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<tr>
<td>CS 6332</td>
<td>CS 5343</td>
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<tr>
<td>CS 6348</td>
<td>CS 5348</td>
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</tr>
</tbody>
</table>

*Must also complete the required IA electives in the degree plan*
The Information Assurance (IA) degree plan has a list of electives from which your two IA Electives **must** be chosen.

Unless you have chosen your electives carefully it is difficult to change to this track without losing courses during the second year of your degree plan.

Check with your advisor if you are considering such a change.
If you are choosing IA (Eric), SE (Rachel), or Interactive Computing (IC) degree plan, you must complete the required core and elective courses in the first three semesters. Otherwise, you may not graduate on time.

These degree plans require some careful planning and selection of courses each semester.

A general recommendation for all the students is to complete the core courses in your track in the first three semesters.

Do not leave any core course to be completed in the graduating semester, particularly if that is the summer semester.
# Intelligent Systems

<table>
<thead>
<tr>
<th>Core Courses</th>
<th>Common Prerequisites</th>
<th>Additional Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS 6320</td>
<td>CS 5303</td>
<td>None</td>
</tr>
<tr>
<td>CS 6363</td>
<td>CS 5330</td>
<td></td>
</tr>
<tr>
<td>CS 6364</td>
<td>CS 5333</td>
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<tr>
<td>CS 6375</td>
<td>CS 5343</td>
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<tr>
<td><strong>One of the following:</strong></td>
<td>CS 5348</td>
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<tr>
<td>CS 6360</td>
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<td></td>
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<tr>
<td>CS 6378</td>
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<td></td>
</tr>
<tr>
<td>Core Courses</td>
<td>Common Prerequisites</td>
<td>Additional Prerequisites</td>
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<tr>
<td>--------------</td>
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<td>-------------------------</td>
</tr>
<tr>
<td>CS 6326</td>
<td>CS 5303</td>
<td>None</td>
</tr>
<tr>
<td>CS 6363</td>
<td>CS 5330</td>
<td></td>
</tr>
<tr>
<td><em>Three of the following:</em></td>
<td>CS 5333</td>
<td></td>
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<tr>
<td>CS 6323</td>
<td>CS 5343</td>
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<tr>
<td>CS 6328</td>
<td>CS 5348</td>
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<tr>
<td>CS 6331</td>
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<tr>
<td>CS 6334</td>
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<tr>
<td>CS 6366</td>
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### Core Courses

<table>
<thead>
<tr>
<th>Core Courses</th>
<th>Common Prerequisites</th>
<th>Additional Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS 6352</td>
<td>CS 5303</td>
<td>CS 3341</td>
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<tr>
<td>CS 6363</td>
<td>CS 5330</td>
<td>CS 5390</td>
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<tr>
<td>CS 6378</td>
<td>CS 5333</td>
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<tr>
<td>CS 6385</td>
<td>CS 5343</td>
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<td>CS 6390</td>
<td>CS 5348</td>
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</tbody>
</table>
### Core Courses

<table>
<thead>
<tr>
<th>Core Courses</th>
<th>Common Prerequisites</th>
<th>Additional Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS 6304</td>
<td>CS 5303</td>
<td>CS 5390</td>
</tr>
<tr>
<td>CS 6363</td>
<td>CS 5330</td>
<td></td>
</tr>
<tr>
<td>CS 6378</td>
<td>CS 5333</td>
<td></td>
</tr>
<tr>
<td>CS 6396</td>
<td>CS 5343</td>
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</tr>
</tbody>
</table>

**One of the following:**

- CS 5348
- CS 6349
- CS 6376
- CS 6380
- CS 6397
- CS 6399

### Suggested elective:

- CS 6398*
## Software Engineering

### Core Courses
- CS 6329
- CS 6361
- CS 6362
- CS 6367
- CS 6387

### Common Prerequisites
- CS 5303
- CS 5330
- CS 5333
- CS 5343
- CS 5348

### Additional Prerequisites
- CS 5354

*Very important: Students cannot use both CS 6329 and CS 6359 for credit on a degree plan.*
How to Fulfill Prerequisites

• Successfully complete the course
• Successfully complete the undergraduate course “equivalent” with graduate advisor’s approval
• Have a waiver approved

In general, all prerequisites should be fulfilled by the end of the first fall semester for students matriculating in the preceding spring semester.

All students must have completed all their prerequisites for their chosen track before they can begin a CPT.
<table>
<thead>
<tr>
<th>Prereq</th>
<th>Undergraduate</th>
<th>Prereq</th>
<th>Undergraduate</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS 5303</td>
<td>\textit{CS 1136, CS 1336,} \textit{CS 1337, and CS 2336}</td>
<td>CS 5348</td>
<td>\textit{CS 4348}</td>
</tr>
<tr>
<td>CS 5330</td>
<td>\textit{CS 2340 or CS 3340}</td>
<td>CS 5349</td>
<td>\textit{CS 4384}</td>
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<tr>
<td>CS 5333</td>
<td>\textit{CS 2305 and CS 3305}</td>
<td>CS 5354</td>
<td>\textit{CS 3354}</td>
</tr>
<tr>
<td>CS 5343</td>
<td>\textit{CS 3345}</td>
<td>CS 5390</td>
<td>\textit{CS 4390}</td>
</tr>
</tbody>
</table>
Undergraduate courses are taken when there is no equivalent graduate course offered or there is no graduate course that will fit the student’s schedule.

The GPA is not affected by the grade in any undergraduate course.

No undergraduate course can be used on any degree plan.

The cost of taking an undergraduate course is the same as taking a graduate course for graduate students.
A waiver is the acceptance of an undergraduate or graduate course(s) or work in lieu of the completion of a pre-requisite course.

No waivers were given during orientation/registration. Permission was given to enroll in courses with the expectation that the student would apply for a waiver(s).

Students MUST formally request a waiver to fulfill the condition required by the Department for acceptance into the program.

Failure to fulfill prerequisites will prevent a student from graduating.
REQUEST FOR WAIVER OF PREREQUISITE COURSE
COMPUTER SCIENCE GRADUATE PROGRAM

THE UNIVERSITY OF TEXAS AT DALLAS

Name: ___________________________ Student ID: ________________

Email: __________________________ Phone: ____________________

@utdallas.edu

Admitted to the Computer Science Degree program in ______________(Semester/Year)
Planning to graduate in _____________________(Semester/Year) [ ] MS [ ] PhD

Chosen Track:

[ ] Traditional Computer Sci.
[ ] Networks and Telecommunication
[ ] Intelligent Systems
[ ] Software Engineering
[ ] Information Assurance

[ ] Systems [ ] Data Science [ ] Interactive Computing

What course are you requesting a waiver for?

Pre-requisite Course #: CS__________ Course Title: ______________

Details of Course(s) used to waive the above-mentioned pre-requisites:

<table>
<thead>
<tr>
<th>Course Num.</th>
<th>Title</th>
<th>Credit Hrs.</th>
<th>Grade</th>
<th>Undergraduate College/University</th>
<th>Sem/Year completed</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

Course Description is [ ] Attached [ ] Mailed to UTD [ ] Web Link [ ] None

URL for Web Link: ____________________________________________

NOTE: Transcript including this course must be attached or on file in the Computer Science Graduate Office

_____________________________ (Student Signature) ________________________ (Date)
CHECKLIST FOR WAIVER OF COURSES:

(Check each item if it meets the approved criteria)

✓ ___ Copy of official transcript attached (only if course was completed after you applied to UTD) with course and grade marked (B or above)

✓ ___ Catalog description and/or official course outline (accredited United States universities)

✓ ___ If no catalog description is available (foreign universities only): provide an official course description signed by a university official ranking as a department chair or higher and sent directly to the UTD Computer Science Department. Also provide the name of the university official and contact information including university email address, telephone number, and fax number.

✓ ___ A URL may also be given as long as all the information can be obtained currently from the Internet using the given URL.

Notice: Information provided by students for reason of obtaining waivers is considered as true and accurate. If such information is found to be falsified or inaccurate, it may be grounds for cancellation of enrollment and/or disciplinary action.
A three-credit university level programming class in C/C++, or JAVA,

OR

At least one year of professional experience in software development using C/C++, or JAVA.

A signed letter from your immediate supervisor discussing your programming experience in C/C++, or JAVA that includes e-mail, fax, and telephone number of supervisor.

Your description of related projects.

You may be required to take a diagnostic exam.
A three-credit university level programming class in Computer Organization, Assembly Language, or Microprocessor,

OR

At least one year of professional experience in software development using assembly language.

A signed letter from your immediate supervisor discussing your programming experience in assembly language that includes e-mail, fax, and telephone number of supervisor.

Your description of related projects.

You may be required to take a diagnostic exam.
A three-credit university level Probability and Statistics class given by departments for their majors in Computer Science, Mathematics, Statistics, Operations Research that has Calculus as a prerequisite.

At most, only two classes can be combined to provide sufficient coverage of the material to waive CS 3341 Probability & Statistics in CS.

Three or more prior semesters of mathematics have been used by the Admissions Committee to meet the Calculus and Linear Algebra requirements, and cannot be re-used.
Guidelines for Other CS Waivers

Waivers for other UTD Computer Science Program Prerequisites will be considered only for classes given by a Computer Science, or closely related department for Computer Science Majors at a University. This includes waivers for:

- CS 5333 Discrete Structures
- CS 5343 Algorithm Analysis & Data Structures
- CS 5348 Operating Systems Concepts
- CS 5349 Automata

**NOTE:** Compiler construction course offered at any University will not waive CS 5349.

- CS 5354 Software Engineering
- CS 5390 Computer Networks
Waivers Deadlines

Each PDF Packet must be complete (all documents submitted) for each waiver. Do not combine requests in one packet.
Request form must be completely filled out (Pages 1 and 2).

All materials must be submitted before 4:00 PM on Friday, June 25th

All applications are due at the Graduate Student Services. You must submit all documentation Packets via EMAIL. Send your request to dhyde@utdallas.edu before the deadline.
Review your degree plan with a graduate advisor at least once a year.

You must visit with an advisor one semester prior to Graduation.

CS department offers each core course at least once every academic year.

- Students should plan their schedule carefully.

Verify that you are progressing towards graduation by
- Completing all prerequisite courses
- Enrolling in appropriate courses
- Maintaining your GPAs
  - Core courses (need 3.19 over the five core courses)
  - Electives (need 3.00 over the elective courses)
  - Overall GPA 3.00 or better in ALL UTD graduate courses
Students with VISA questions need to contact their International Student Advisor at the phone number 972.883.4189 or email ISSOProspective@utdallas.edu or in person at the ISS Office in the SSB.
Questions?