Degree Requirements of CS M.S. Programs

Victor Chen

Graduate Coordinator
California State University, Sacramento

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Mail-list

- Join CS grad mail-list to keep in the loop for important program announcements !!!

https://listserv.csus.edu/scripts/wa-CSUS.exe?SUBED1=ECS-CSCGRAD-L&A=1

All new students

Keep an eye on the email from the department about the **Mandatory Dept New Graduate Student Orientation (in person), which should be in the week before the new semester begins.**

You are REQUIRED to attend this in-person orientation.

Graduate advising will occur immediately following the Orientation, where the dept will manually enroll you with all the courses you need, based on your conditions (if any).   The dept will also review condition waivers then (if any).

All current students

Please keep an eye on the email from the department about the **group advising session on classification/ATC applications, which should be in the first week of each semester.**

ATC Application Deadline: October 1 (for Spring term)/February 1 (for Fall term)

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Important milestones to degree:

1. Apply for fully classified (if applicable)
2. Apply for advancement to candidacy (ATC)
3. Start your master thesis/project with CSC290 or CSC299 (3 units)
4. Complete your master thesis/project with CSC500/502 (2 units)

Note:
- 2 and 3 may happen in the same semester
- CSC299 as substitute of CSC290 before CSC290 goes into catalog in Spring 24.
- If you are admitted before Fall 23, you may start your master work directly with CSC500/502 but must continue with CSC500c/502c

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Apply for fully classified

- Check your admission letter; Need to complete your conditions ASAP
  - The average GPA of upper-division undergraduate conditions must be at least B+
  - File classification application as soon as you currently enroll in/completed ALL your conditions
  - Deadline: October 1 (for Spring term)/February 1 (for Fall term)
  - May apply for program major change using the same classification form but in a different section

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Apply for advancement to candidacy (ATC)

- May apply as soon as
  - you are fully classified/ have already filed classification;
  - you have completed/currently enroll with 12 units of 200-level courses with a GPA of at least B
  - and you have completed/ currently enroll in CSC200 (passing grade for CSC200 is B)

- Make sure you enter exact 30 units in ATC request. Any course change after ATC approval needs to submit the "petition for exception" to OGS.
- Deadline: October 1 (for Spring term)/February 1 (for Fall term)

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Apply to start your master thesis/project (CSC290)

- Contact potential advisors one semester before you enroll in CSC290
- Draft a proposal to your advisor that includes (but not limited to)
  - a description of your thesis/project
  - a list of proposed deliverables
  - a proposed schedule/timetable
  - a list of literature references
- If your advisor approves, enroll in CS290 (must enroll in or finish CSC200)
- CSC290 should be the first semester of your master work, where you finish the prototyping of your thesis/project and submit your progress report.

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Apply to complete your master thesis/project (CSC500/502)

- Enroll in CSC500/502 once your advisor approves after you finish CSC290
- Submit graduation form at the beginning of the semester you plan to graduate.
- Attend the mandatory OGS report formatting workshop (October / March, registration required)
- Schedule your oral defense.
- Submit your report to your committee at least TWO weeks before your defense

Apply to complete your master thesis/project (CSC500/502)

- Defend your thesis/project. Ask your committee to complete the online evaluation to agree that your work is correct and complete.
- Submit your report to Turnitin for plagiarism check.
- Submit the committee-approved report to graduate coordinator (haiquan.chen@csus.edu) 10 days before the OGS deadline
- Failure to submit on time will result in delay in graduation

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Degree Requirement (30 units)

- **REQUIRED COURSES (16 UNITS)**
  - CSC 200 Professional Writing in Computer Science   3
  - CSC 201 Programming Language Principles   3
  - CSC 205 Computer Systems Structure   3
  - CSC 206 Algorithms And Paradigms   3
  - CSC 209 Research Methodology   1
  - CSC 290 Preparation for Culminating Experience   3

CSC 290   Preparation for Culminating Experience (available from Spring 24)

- CSC290 should be the first semester of your master work.

- To enroll in CSC290, submit supervisory course petition, topic form, and master proposal (should be approved by your committee) as supporting documents in the OnBase Add Course Form

- Before Spring 24, you may opt in to use CSC299 as substitution of CSC290

- Check this link for downloading supervisory course petition and topic form. https://www.csus.edu/college/engineering-computer-science/computer-science/forms.html

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Degree Requirement (30 units)

- **BREADTH REQUIREMENT (9 UNITS)**
- Select one course from three of the following areas:
  - Computer Architecture/Computer Engineering
  - Database Management Systems
  - Information Assurance And Security
  - Intelligent Systems
  - Networks And Communications
  - Software Engineering
  - System Software

Note: CS majors can only take one SE course

Degree Requirement (30 units)

- **RESTRICTED ELECTIVES (3 UNITS)**
  - Any CSC 200-level course, or
  - One course from the following list of undergraduate electives: CSC 148, CSC 152, CSC 155, CSC 159, CSC 165, CSC 177, CSC196P (a max of 3 undergraduate units).
  - Students must obtain dept approval prior to taking the undergraduate elective and must attach the approval email in ATC application.

Degree Requirement (30 units)

- **CULMINATING REQUIREMENT (2 UNITS)**
- Select one of the following:
  - CSC 500 Master's Thesis   2
  - CSC 502 Master's Project 2

Degree Requirement on GPA

- C is the passing grade in 30-unit degree requirements
- You must maintain a 3.0/B GPA each semester or face probation
- Second semester with GPA below 3.0 will lead to disqualification.
- You are not allow to enroll courses once on disqualification

- Course repeat is only allowed if the grade is lower than a C. You must file a petition to repeat courses if grades are lower than C
- Average GPA of 30-unit degree requirement (as indicated in your ATC) must be B or better
- Cumulative GPA of all CSUS courses must be B or better

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Commonly asked questions

- Where can I find all academic (standings) policies for Post–Baccalaureate Students, regarding probation and disqualification?

  https://www.csus.edu/graduate-studies/current-students/graduate-student-guide.html

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Commonly asked questions

- Where can I find course repeat policy for Post–Baccalaureate Students?

https://www.csus.edu/academic-affairs/_internal/_documents/graduate-course-repeat-policy.pdf

Course Repeats with "Grades Averaged":

If a student repeats a course for the second time (i.e. 3rd total attempt), the first repeat (second attempt) and all additional attempts shall be averaged when calculating GPA

Commonly asked questions

- How to find a faculty advisor to sponsor my master thesis/project?

- *Contact potential advisors as early as possible.   Draft a proposal based on their research interest.   Get their feedbacks to finalize your proposal in order to enroll in CSC290.*

- *Note that it is your responsibility to find a faculty member to work with you.*

- *Check the past published master reports here to prepare for your proposal:* https://scholars.csus.edu/esploro/

Commonly asked questions

- Do I have to complete 12 units of 200-level courses to apply for ATC?

- *No. You can apply for ATC as soon as you have completed or enrolled in 12 units. As part of our initiatives to shorten your time to graduation, we may approve your request pending on you will complete 12 units of 200-level courses with GPA of at least B by the end of the applying semester*

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Commonly asked questions

- What should be included in ATC application?

- *Advancement to Candidacy must include all courses (30 units) required for the degree. All electives and Culminating Experience should be included in advancement form.*

- *If you have any course substitution, you must attach dept approval/email chain as supporting documents*

Commonly asked questions

- Why my ATC application got denied?
  - *You did not attach your transcript*
  - *If you have any course substitution approved by dept, you must attach the approval email you received by the dept.*
  - *Only ONE of the undergraduate courses may count towards to your 30-unit degree requirement as restricted elective unless you attach the dept approval email*
  - *Total # of units you put in ATC must be 30.*

Commonly asked questions

- Why my ATC application got denied?
  - *You should not list your conditions if you were admitted as conditional classified*
  - *You need to list required courses and elective courses SEPARATELY, in the EXACT order as shown here:*
    https://catalog.csus.edu/colleges/engineering-computer-science/computer-science/ms-in-computer-science/
  - *CSC500/502 should be 2 units.*

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Commonly asked questions

- Why my ATC application got denied?
  - *CSC290 should be 3 units*
  - *CSC299 (as first semester of master project) should be 3 units*
  - *CSC500/502 should be 2 units*
  - *CSC500C/502C/599 should NOT be on your ATC*

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Commonly asked questions

- What if I deviate from the courses listed on my ATC after my advancement is approved?

- *If you deviate from the courses listed on your ATC (including CSC500/502), you must submit a "Petition for Exception" with OGS*

Commonly asked questions

- What if I missed the classification/ATC application deadline?

- *Deadline: October 1 (for Spring term)/February 1 (for Fall term). Say if you want your status to be updated in Fall 23, you must apply before Feb 1, 23. Otherwise, you have to wait until late summer 23 to apply for Spring 24.*

Commonly asked questions

- How should I start my master work?

- *Enroll in CSC299 (before Spring 24) or in CSC290 (starting from Spring 24).*

- *CSC290/299 will be the first semester of your master work while CSC500/502 will be the second semester of your master work (if you pass CSC290/299 successfully).*

- *You will get 5 units out of your master work, CSC290/299 (3 units) plus CSC500/502 (2 units), counting towards your 30-unit degree requirement.*

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Commonly asked questions

- Do I need to finish a master proposal to enroll in CSC290/CSC299 to start my master work?

- *Yes. To enroll in CSC290/299, you must submit the supervisory course petition, topic form, and master proposal (should be approved by your committee). Make sure you use the updated versions of those forms in the following link:*
- https://www.csus.edu/college/engineering-computer-science/computer-science/forms.html

Commonly asked questions

- Would the completion of CSC290/CSC299 guarantee my enrollment of CSC500/502 in the following semester?

- *No. If you, after completing CSC290/CSC299, don't satisfy your advisor's requirements, your advisor may require you to complete more work before you are ready for CSC500/502. Enrollment of CSC500/502 requires filing a separate supervisory course form, signed by your advisor and committee.*

Commonly asked questions

- Do I need to get my ATC approved before I move on to CSC500/502?

- *Yes. So please make sure you apply for your ATC at least one semester before you plan to enroll in CSC500/502.   The semester you enroll in CSC500/502 can be the semester you plan to graduate.*

Commonly asked questions

- How should I get enrolled with CSC299/500/502/500c/502c ?

The enrollment of CSC290/299/500/502/500c/502c are processed using ONLINE OnBase "Add Course" form.

- *Get (1) your supervisory form, (2) topic form, and (3) your master proposal ready, all signed by your master advisor and committee.*
- *Set me (Haiquan Chen) as your course instructor*
- *Enter correct units:*
  - *CSC290/299 should be 3,*
  - *CSC500/502 should be 2,*
  - *CSC500C/502C should be 1.*
- *Attach all the signed paperwork AND your TRANSCRIPT as supporting documents*
- *Submit the form*

Commonly asked questions

- What if I fail to finish my master project after enrolling in CSC500/502 and need more semesters to work on it?

- *Enroll in 500c/502c (one unit for international students for maintaining visa status) or CSC599 (no unit for domestic students or international students doing OPT for "continuous enrollment" status with no University fees.*
- *For CSC599, check with the IPGE office to qualify.*

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Commonly asked questions

- What if I fail to finish my master project in the semester I plan to graduate?

- *Submit "change of graduate date form" when graduation application form was already submitted.*
- *Enroll in CSC500c/502c/599 next semester.*
- *If you are international, you should also do the following:*
  - *Extend your I-20*
  - *Complete the Authorization to Drop Below Full Course form*
  - *Enrollment in summer is not required as long as you are enrolling in fall*

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Commonly asked questions

- Where to find the form I need for each approval?

- *Most of the forms are now online on OnBase. Other forms can be found here:*

    https://www.csus.edu/college/engineering-computer-science/computer-science/forms.html

Commonly asked questions

- How I should prepare for my master oral defense?

- *A public presentation of your master work is required, which should be scheduled after a draft of your report is ready for review by your committee. Your faculty advisor will determine if you are ready for a public presentation.*

- *Deadline: Late November / Late April*

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Commonly asked questions

- How I should prepare my master project?

- *The report evidences originality and independent thinking, appropriate organization, and rationale. Includes a discussion of the work's significance, objectives, methodology and a conclusion*

- *The report must comply with University standards for format. Guidelines to prepare the report can be obtained at the link below:*

- https://www.csus.edu/graduate-studies/current-students/thesis-project-dissertation.html

- *Deadline: Late November / Late April*

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Commonly asked questions

- Master thesis versus master project?

- *Thesis should be original and fill a theoretical or technological literature gap.*

- *Project should be associated with practical applications*.

Commonly asked questions

As international student, how should I maintain my F-1 visa status?

You must do one of the following:
- *1)   Enroll full time (9 units) or*
- *2)   Enroll in your final remaining units, including CSC500/502.*

- *Authorization to Drop Below Full Course* *form is only an option when/after you start CSC500/502.*

- *The only exception to the full time enrollment requirement would be a licensed doctor*

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Seek for help

- Dept Course Registration:
- cscreg@csus.edu

- Graduate coordinator: Dr. Haiquan Chen
- haiquan.chen@csus.edu

- Chair: Dr. Ouyang Jinsong
- jouyang@csus.edu

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Questions?

cscreg@csus.edu