

SCHOOL OF COMPUTER SCIENCE
Masters students Checklist
(Effective Fall 2020)

This is to be used in conjunction with the checklist printed in the general catalog. All Graduate College & University requirements apply {<https://www.ou.edu/gradcollege/current-students/progress-completion>}.

Prerequisites

_____ Complete the admission prerequisites.

_____ All prerequisites finished with B or better on the first attempt.

Coursework Requirements

☐ (non-Thesis option) Total credit hours: 33 hours

☐ (Thesis option) Total credit hours: 30 hours (24 credit hours of coursework, 6 of thesis)

A student must declare Thesis or non-Thesis option by the end of the 2nd semester of study in the program.

_____ Required Coursework
*Please see listing below

Mandatory courses:

- CS 4413 Algorithm Analysis
- CS 4513 Database Management Systems

4 of the following 9 courses must be taken:

- CS 4613 Computer Architecture
- CS 5013 Artificial Intelligence
- CS 5033 Machine Learning
- CS 5113 Operating Systems Theory
- CS 5133 Data Networks
- CS 5173 Computer Security
- CS 5213 Software Engineering Processes
- CS 5473 Introduction to Parallel Programming
- CS 5813 Formal Languages

One presentation course from the following list must be taken:

- CS 5033 Machine Learning
- CS 5073 Artificial Neural Networks and Evolution
- CS 5083 *or* CS 5593 Data Mining
- CS 5093 Visual Analytics
- CS 5143 Network Design & Management
- CS 5443 Advanced Discrete Optimization on Networks
- CS 5513 Advanced Database Management
- CS 5813 Formal Languages
- CS 5970 Introduction to Research in CS

_____ Must pass all required course with B or better on the first attempt.

_____ Students who have completed one or more of the required courses elsewhere may petition the graduate committee for a waiver from taking some or all required courses.

Additional Coursework

_____ Six thesis research (CS 5980) hours (any extra is not counted towards 30 hour total) for Thesis option

_____ No more than three courses at CS G4000 level, i.e., nine credit hours. However students can get a total of twelve credit hours of G4000 level classes.

_____ No more than three credit hours in independent study courses (CS 5990).

_____ No more than six credit hours in CS 5970 courses will be permitted, even with change of subject.

_____ No more than two outside courses of which only one can be G4000 level.

Outside courses require prior approval to be turned in for approval by the graduate liaison by the first week of class.

_____ Maintain a GPA of 3.00 or above.

_____ Attend at least 5 seminars/conferences through the duration of the program.

Publication (Thesis option)

_____ It is expected that all Master's thesis students submit for publication at least two (2) co-authored papers before graduation.

Forms

_____ File an Admission to Candidacy form during the semester prior to the semester of graduation. Check semester schedule for specific due date. If you have an assistant position it will have to be done the

first semester of your appointment.

Exit Exam (non-Thesis)

_____ Select a research paper *or* project option, in consultation with the faculty, for presentation.

Thesis Defense (Thesis option)

_____ Form thesis committee of three graduate faculty members (including advisor as one of the three).

_____ Majority of thesis committee members have M1 or higher status in the School of Computer Science.

_____ Submit a Master's Thesis Topic and Committee Form at the same time you submit your Admission to Candidacy.

_____ The student should work with the CS Academic Programs Coordinator to determine the location of the thesis defense at the earliest opportunity after the approval from the graduate college.

_____ Submit a reading copy of thesis (hard copy) and an abstract approved by advisor to CS Academic Programs Coordinator ten business days (2 weeks) prior to thesis defense.

_____ Pass thesis defense in one attempt.

_____ Signed report of defense committee must be submitted to Graduate College within 72 hours of the defense.

_____ Two copies of final thesis must be deposited in Graduate College and library within sixty days of the defense and one additional electronic copy to School of Computer Science.

Graduation

_____ Pay graduation fee in Bursar's office and complete all Graduate College forms.

_____ Attend the School of Computer Science Exit Interview with the Director of the School or a Board member.

Note: If deadline falls on a weekend, the next working day following the deadline will be acceptable.

Notes, Dates and Deadlines (Thesis Option)

1. File the Application for Graduation { <https://www.ou.edu/commencement/graduates/apply> }. Students graduating in the fall must turn it in by October 1, spring by March 1, summer by July 1.
2. Submit the online Request for Degree Check to the Graduate College at least 4 weeks prior to the defense date.
3. Submit the Request for Authority for Master's thesis defense and IRB approval (if applicable) at least 2 weeks prior to the defense date. When your request for authority is approved, the Graduate

College will email the Authority Report Form for the Dissertation Defense to you and your committee. You are not authorized to defend until you receive the Authority Report Form.

4. Submit the completed Authority Report Form to the Graduate College within 72 hours following the defense.
5. Contact IRB to inactive the study (if applicable). Submit a copy of the inactivation memo to the Graduate College.

Master's Degree Deadlines

Deadlines	Summer 2020	Fall 2020	Spring 2021
Final day to submit master's degree Program of Study to the Graduate College	Monday, March 2	Monday, April 6	Monday, October 5
Final day to submit Master's Thesis Topic and Committee Membership form to the Graduate College (thesis students only)	Monday, March 2	Monday, April 6	Monday, October 5
Final day to apply for graduation *	Monday, June 1	Tuesday, September 15	Monday, February 15
Final day to submit Request for Degree Check online (thesis students only)	Thursday, June 25	Friday, November 13	Friday, April 9
Final day to submit Request for Authority to Defend to the Graduate College (thesis students only)	Thursday, July 9	Wednesday, November 25	Friday, April 23
Final day to complete master's non-thesis examination (non-thesis students only)	Thursday, July 23	Friday, December 11	Friday, May 7
Final day to hold thesis defense (thesis students only)	Thursday, July 23	Friday, December 11	Friday, May 7
Final day to submit thesis to SHAREOK (thesis students only)	Thursday, July 30	Friday, December 18	Friday, May 14

*The admission to Candidacy and the Request for Master's Thesis Defense has be to filed with the Academic Programs Coordinator in the School of Computer Science a month earlier than the graduate college deadline.