Department of Computer Science

Franklin College of Arts and Sciences

UNIVERSITY OF GEORGIA

Welcome to the Fall 2019 Graduate Student Orientation

TABLE OF CONTENTS

COMPUTER SCIENCE

GRADUATE STUDENT ORIENTATION

August 12, 2019

2:30 PM – 4:30 PM: Room 328 Boyd GSRC

AGENDA

- Welcome
  Dr. Thiab Taha, Professor and CS Department Head

- Systems Support – Policies/Equipment
  Computer Science Support Staff

- UGA Library- *Chandler W. Christoffel*

- Career Center- *Grace Williamson, Senior Career Consultant*

- Computer Science (CS) Graduate Programs + things to know
  Prof. Hamid Arabnia, Professor& Graduate Coordinator

- CS Graduate Student Association

- Computer Science Faculty – Introduction

- Registration, Policies, Tips for New students
  Mrs. Samantha Varghese, Graduate Programs Administrator

- Closing Remarks

* Pizza + drinks + social

THE CS FACULTY AND THEIR RESEARCH INTERESTS
Fall 2019

MARZIEH AHMADZADEH, Lecturer, PhD., Isfahan University, software engineering

HAMID R. ARABNIA, Professor & Graduate Coordinator; Ph.D., Kent at Canterbury, parallel and distributed algorithms & architectures, computer vision, scalable big data analytics, methodologies in prevention of cyber-stalking and cyber harassment.

BUDAK ARPINAR, Associate Professor; Ph.D., Middle East Technical University, Internet-scale distributed databases, interoperable information systems.

BRADLEY J. BARNES, Senior Lecturer, Ph.D.; University of Georgia, parallel and distributed computing, computer architecture, operating systems.

SUCHENDRA M. BHANDARKAR, Professor; Ph.D., Syracuse, computer vision, image and video processing and parallel processing.

LIMING CAI, Professor; Ph.D., Texas A&M University, algorithms, combinatorial optimization computational complexity theory, and computational biology.

MICHAEL COTTERELL, Lecturer, Lecturer, PhD., University of Georgia, simulation, optimization, & ontologies for big data analytics.

PRASHANT DOSHI, Professor, Ph.D., University of Illinois, Service-oriented computing, semantic web, dynamic workflow composition, artificial intelligence, sequential decision theory, probabilistic reasoning over time.

DANIEL M. EVERETT, Assistant Professor (part time); Ph.D., Wisconsin, scientific programming.

SHELBY FUNK, Associate Professor; Ph.D., University of North Carolina at Chapel Hill, real-time systems, distributed systems.

LE GUAN, Assistant Professor, Ph.D., Chinese academy of Sciences, P. R. China, hardware and systems security, mobile security and IoT.

WILLIAM HOLLINGSWORTH, Lecturer, Ph.D., University of Cambridge, computational linguistics and computer science.

YI HONG, Assistant Professor, Ph. D., University of North Carolina at Chapel Hill, data analysis, statistical analysis, optimization, and visualization.

MARIA HYBINETTE, Associate Professor; Ph.D., Georgia Tech, parallel and distributed computing, interactive computing environments, parallel applications.

MANIJEH KESHTGARI, Lecturer, Ph.D., Sharif University of Technology, computer networks, high performance computing, internet of things, software defined networking.

IN KEE KIM, Assistant Professor, Ph.D., University of Virginia, cloud computing, distributed systems, big data framework, IoT, and machine learning.

KRZYSZTOF J. KOCHUT, Professor; Ph.D., Louisiana State, distributed processing, database systems, genomics.

JAEWOO LEE, Assistant Professor, Ph.D., Purdue University, data privacy, machine learning, data mining, and convex optimization.

KYU HYUNG LEE, Assistant Professor, Ph.D., Purdue University, cyber security dynamic/static program analysis, operating systems, and distributed systems.

KANG LI, Professor, Ph.D., Oregon Graduate Institute, Computer networks, system security, multimedia.

SHENG LI, Assistant Professor, Ph.D., Northeastern University, data mining and machine learning, visual intelligence, time series modeling, deep learning, and causal inference.

TIANMING LIU, Distinguished Research Professor; Ph.D., Shanghai Jiao Tong University, neuro imaging, neuroimage computing, and neuroinformatics.

SACHIN MEENA, Lecturer, PhD., University of Missouri, Columbia, Interactive Image Segmentation, Machine Learning, Bio-medical Image Analysis.

JOHN A. MILLER, Professor; Ph.D., Georgia Tech, Database systems, simulation, parallel and distributed systems.

RAMVIYAS NATTANMAI PARASURAMAN, Assistant Professor, Ph.D., Universidad Politecnica de Madrid, Spain, robotics and automation, networked multi-robot coordination, and machine learning of wireless signals.

HAO PENG, Lecturer, PhD Candidate, University of Georgia, data science.

ROBERTO PERDISCI, Associate Professor, Ph.D., University of Cagliari – Italy, Computer and network security, malware detection, DNS security, pattern recognition, data mining.

SHANNON QUINN, Assistant Professor, Ph.D., University of Pittsburgh, distributed spectral graph methods for analyzing large-scale un-structured biomedical data.

LAKSHMISH RAMASWAMY, Professor, Ph.D., Georgia Tech, large-scale distributed systems, World Wide Web, overlay networks and peer-to-peer systems and distributed databases & big Data.

KHALED RASHEED, Professor; Ph.D., Rutgers University, artificial intelligence, genetic algorithms, design optimization.

EMAN SALEH, Lecturer, Ph.D. Cairo University, software engineering.

MICHAEL SCOTT, Lecturer, PhD candidate, University of Georgia, bioinformatics, evolutionary algorithms, machine learning, database systems, and computer science education.

THIAB R. TAHA, Professor and Department Head; Ph.D., Clarkson, scientific and distributed computing, bioinformatics, software development for solving nonlinear wave equations and biochemical reaction networks, big data analytics.

WENWEN WANG, Assistant Professor, PhD., University of Chinese Academy of Sciences, computer architectures, compilers, runtimes, operating systems, mobile computing, and system security.

DELARAM YAZDENSEPAS, Lecturer, PhD. Candidate, University of Georgia, pervasive and mobile health systems and health data analytics.

ADJUNCT PROFESSORS AND THEIR RESEARCH INTERESTS

KYLE JOHNSEN, Ph.D., Adjunct Associate Professor, University of Florida, Simulation-based Training, Natural Interfaces, Human-Computer Interaction, Serious Games, Virtual Humans, Virtual Reality, Computer Graphics, Computer Vision.

JESSICA KISSINGER, Ph.D., Adjunct Professor, Indiana University, Computational Biology.

CHANGYING LI, PhD., Adjunct Professor, Pennsylvania State University, Phenomics and Plant Robotics.

PING MA, Ph.D., Adjunct Professor, Purdue University, Statistics Research, Data Analytics.

FRED MAIER, Ph.D., Adjunct Assistant Research Scientist, University of Georgia, Logic-based AI, focusing on semantics and algorithms for rule-based Nonmonotonic logics and on inconsistency-tolerant description logics.

HANCHUAN PENG, Ph.D., Adjunct Associate Professor, *Southeast University, Nanjing, China*, Microscopy Image Analysis and Visualization, Bioinformatics and Computational Biology, Biomedical Imaging, Neuroscience, Cell Biology, Pattern Recognition, Computer Vision, Machine Learning, Data Mining, Brain Atlases and Connectomes, Gene Expression Analysis, Other Biomedical Applications.

AMIT P. SHETH, Ph.D., Adjunct Professor, Ohio State University; Information integration, work-flow management & semantic web services.

WENZHAN SONG, PhD, Adjunct Professor, Illinois Institute of Technology, Cyber-physical Systems, Computing and Security; Smart Grid, Subsurface Imaging, Sensor Networks, Swarm Robotics; Energy and Environment Informatics, Distributed Computing and Systems, Big Data Analytics

YING XU, Adjunct Professor, Ph.D., University of Colorado at Boulder, Bioinformatics, computational biology, cancer bioinformatics research.

WILLIAM YORK, Adjunct Professor, Ph.D., University of Georgia, Bioinformatics for glycobiology and glycomics; structure, assembly, and morphogenesis of primary cell walls of plants.

EMERITUS FACULTY

E. RODNEY CANFIELD, Emeritus Professor; Ph.D., California at San Diego, Combinatorics, theory, data structures.

DON POTTER, Emeritus Professor; Ph.D, South Carolina University, Expert Database Systems, Knowledge and Data Modeling, Artificial Intelligence, Robotics, Evolutionary Computing.

ROBERT W. ROBINSON, Emeritus Professor; Ph.D., Cornell, Combinatorics, graph theory, algorithms.

JEFFREY W. SMITH, Emeritus Associate Professor; Ph.D., North Carolina State, Computer architecture, computer aided design, modeling and visualization.

Computer Science Computing Policies and Facilities

Graduate Student Orientation

Fall 2019

IT Manager :	Ken Powell	ken@cs.uga.edu
Unix/MacOS support :	Piotr Misztal	misztal@cs.uga.edu
Windows/PC support:	Anne Steward	steward@cs.uga.edu

System Support Office is room 206 Boyd GSRC. Email: support@cs.uga.edu

Unix fileserver(s): nike.cs.uga.edu
Red Hat Enterprise Linux OS
40 Intel Xeon cores with 128 GB RAM
Local storage for student accounts
Email server for the CS department

Windows fileservers: zeus.cs.uga.edu
Windows Server for all instructional PC's (201, 307, 307A, and TA offices)
Active directory server
Home directories are **NOT** backed up to tape or disk
Copy important files to your nike account
All lab PC's authenticate via your **MyID**

Departmental email: All student email is forwarded to your respective UGAmail account.

The department has many other special fileservers available for student use. Access to these fileservers will be granted with permission from a faculty member.

The vcf cluster of six virtual nodes (vcf0 – vcf5) is available for running long-term programs. Use your **nike** login and password to ssh into any of these cluster nodes.

After hours access to the **307 lab** is available to all graduate students. Graduate students are **not** permitted to allow undergraduate students in the 307 lab after hours. Email support@cs.uga.edu with any issues.

The iMac workstations located in the 307 lab authenticate using your **MyID** and **MyID password**.

The PC workstations in the 201, 307, and 307a labs authenticate using your **MyID** and **MyID password**.

Unix account policy:

Your Linux account on nike has an expiration date associated with the account. Expiration dates are reset each semester that you are registered for classes. When

new accounts are generated at the beginning of each semester, all existing accounts and any new accounts will get expiration dates that will extend through the current semester. If your account expires then your home directory will remain in place. However, access to your account is denied until you register for classes again or special arrangements are made for you to gain access to departmental computers. Your home directory on nike will remain for **one year** after graduation.

Email **support@cs.uga.edu** with questions/problems with departmental computers or networking issues.

Overview of Graduate Programs

- **MS Computer Science- (Revised) (Thesis)**

  The Master of Science degree in Computer Science at The University of Georgia is a comprehensive program of study intended to give qualified and motivated students a thorough foundation in the theory, methodology, and techniques of Computer Science. Students who successfully complete this program of study will have a grasp of the principles and foundations of Computer Science. They will be prepared to pursue higher academic goals, including the Doctor of Philosophy degree. They will obtain skills and experience in up-to-date approaches to analysis, design, implementation, validation, and documentation of computer software and hardware. With these skills they will be well qualified for technical, professional, or managerial positions in government, business, industry, and education

- **MS Computer Science- (non-thesis)**

  The Master of Science degree in Computer Science (Non-thesis) option is designed for graduate students seeking careers in industry or government after graduation. The track taken is similar to the one taken by current M.S. students that requires a Master's Thesis to be written. The time and effort now devoted to CSCI 7300 Master's Thesis and CSCI 8990Research Seminar will, under the Non-Thesis option, be replaced with four credit-hours of CSCI 7200 Masters Project. The project will be directed by a Computer Science Graduate faculty professor.
  Optionally, CSCI 7200 Masters Project may be replaced with four additional credit hours of CSCI Course work at the 6000/8000-level. In lieu of a thesis (CSCI 7300) or project (CSCI 7200), the student is required to pass a written exam administered by members of the Graduate Faculty.

- **MAMS- Master in Applied Math Science**

  This is a professional master's degree program designed for students who seek a broad training in applied computational/quantitative methods as preparation for professional employment in business, government, or industry. Students in this program take a core curriculum of courses offered by the three mathematical science departments from the Franklin College of Arts and Sciences.

  •Computer Science (CSCI)
  •Mathematics (MATH)
  •Statistics (STAT)

- **Certificate in Cybersecurity**

  Cybersecurity and privacy have become critical components of our lives. According to the White House, cybersecurity threats represent one of the most serious economic and national security challenges we face, but one for which we are not yet adequately prepared to counter. The Graduate Certificate in Cybersecurity program, offered by the Department of Computer Science, is designed to equip graduate students with both foundational and cutting-edge cybersecurity and privacy concepts, and to contribute to the formation of well-trained cyber-defense practitioners and researchers.

- **PhD Computer Science**

  The Doctor of Philosophy (Ph.D.) in Computer Science at The University of Georgia is an advanced, intensive program offered by the Computer Science Department and designed to take students to the frontiers of knowledge in one of a number of key areas of Computer Science. The Ph.D. in Computer Science combines theory and practice in complementary, yet flexible, ways. The program has been designed to prepare students for careers in research (at universities, or government or industrial research laboratories), teaching (at colleges or universities), or advanced development (at hardware and software companies).

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 2019 Office Hours:
  Tuesdays: 09:30-10:30am
  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

REVISED (August 7, 2018)

MASTER OF SCIENCE IN COMPUTER SCIENCE (with Thesis)

Overview of Degree

The Master of Science degree in Computer Science at The University of Georgia is a comprehensive program of study intended to give qualified and motivated students a thorough foundation in the theory, methodology, and techniques of Computer Science. Students who successfully complete this program of study will have a grasp of the principles and foundations of Computer Science. They will be prepared to pursue higher academic goals, including the Doctor of Philosophy degree. They will obtain skills and experience in up-to-date approaches to analysis, design, implementation, validation, and documentation of computer software and hardware. With these skills they will be well qualified for technical, professional, or managerial positions in government, business, industry, and education.

Prospective students are advised to consult The University of Georgia Graduate Bulletin for institutional information and requirements.

Admission Requirements

In addition to the general University of Georgia policies set forth in the Graduate Bulletin, the following departmental policies apply to all applicants:

1. A bachelor degree is required, preferably with a major in Computer Science or an allied discipline. Students with insufficient background in Computer Science must take undergraduate Computer Science courses to remedy any deficiencies (in addition to their graduate program). A sufficient background in Computer Science must include at least the following courses (or equivalent):

MATH 2200;	Analytic Geometry and Calculus
MATH 2410;	Integral Calculus with Theory
CSCI 1301;	Introduction to Computing and Programming
CSCI 1302;	Software Development
CSCI 1730;	Systems Programming
CSCI/MATH 2610;	Discrete Mathematics for Computer Science
CSCI 2670;	Introduction to Theory of Computing
CSCI 2720;	Data Structures

2. Admission to this program is selective; students with a record of academic excellence have a better chance of acceptance. Students with exceptionally strong undergraduate records may apply for admission to the graduate program prior to fulfilling all of the above requirements.

3. Graduate Record Examination (GRE) test scores are required for admission consideration.

4. Three letters of recommendation are required, preferably written by university professors familiar with the student's academic work and potential. If the student has work experience, one letter may be from his/her supervisor. Letters should be sent directly from the letter writer.

5. A one or two page personal statement outlining the student's background, achievements, and future goals is required.

6. A student may include a recent copy of her resume as part of the application packet; however, this is not required.

Graduate School Requirements

Additional requirements are specified by the Graduate School (application fee, general application forms, all transcripts, etc.). Please see the University of Georgia Bulletin for further information. Detailed admissions information may be found at Graduate School Admissions. Printed information may be obtained by contacting the

University of Georgia Graduate School
Terrell Hall
210 S. Jackson St.
Athens, GA 30602

phone: 706-542-1739
fax: 706-425-3094
e-mail: gradadm@uga.edu

Applications are processed on a year round basis. Students can be admitted for either semester (Fall or Spring). Please visit the Graduate School for application submission deadlines.

<u>Summary of Basic Degree Requirements</u>

Primary Focus

The primary focus consists of at least 30 semester hours of resident graduate course work. This includes:

1. at least 12 hours of core CSCI graduate level course work (see “Core Curriculum” below),
2. at least 8 hours of advanced CSCI graduate student only course work (see “Advanced Course Work” below),

the above (items 1 & 2) should include at least 12 semester hours of course work open only to graduate students (exclusive of CSCI 6950, CSCI 7000, CSCI 7005, CSCI 7007, CSCI 7010, CSCI 7100, CSCI7200, CSCI 7300, CSCI 7310, CSCI8990).

3. at least 1 hour of CSCI 8990 Research Seminar (see "Research Seminar" below),
4. at least 6 hours of CSCI 7000 Master's Research (see Master's Research below),
5. at least 3 hours of CSCI 7300 Master's Thesis (see Master's Thesis below),

Typically, full-time students will take 9 to 15 hours per semester. See the CSCI section of the University of Georgia Bulletin for course descriptions. A program of study 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. Note: no course with a grade of C+ or lower may be included on the student's program of study (see the Graduate Bulletin for other GPA constraints).

Core Curriculum (Primary Focus Item #1)

At least one course from each of the following three groups must be taken:

Group 1: Theory
- CSCI 6470 Algorithms
- CSCI 6480 Approximation Algorithms
- CSCI 6610 Automata and Formal Languages

Group 2: Software Design
- CSCI 6050 Software Engineering
- CSCI 6370 Database Management
- CSCI 6570 Compilers

Group 3: System Design
- CSCI 6720 Computer Architecture and Organization
- CSCI 6730 Operating Systems
- CSCI 6760 Computer Networks: Technology and Application
- CSCI 6780 Distributed Computing Systems

The core curriculum consists of a total of 12 semester hours. Core competency is certified by the student's advisory committee with the approval of the Graduate Coordinator. The student's advisory committee manages the core competency in cooperation with the student. Students are expected to meet the core competency requirement within their first three enrolled academic semesters (excluding summer semester). Note: a course used to fulfill part of the core requirement (Item #1) may not be used to also fulfill part of the advanced coursework requirement (Item #2).

Advanced Course Work (Primary Focus Item #2)

Students must take at least 8 hours of CSCI graduate student only coursework. This includes at least 4 hours at the 8000-level (i.e., at least one 8000-level course).

Note: a student may satisfy this 8 hour requirement using only 8000-level courses, or with 4 hours of 8000-level course work and 4 hours of 6000-level course work. In the case that a student uses a 6000-level course for advanced course work, that course must be a graduate student only course. In no case shall a 6000-level course used to fulfill part of the advanced course work requirement count toward the advanced course work requirement AND the core curriculum requirement. In addition, neither CSCI 8990 nor CSCI 6950 may be used to fulfill this requirement.

Research Seminar (Primary Focus Item #3)

All students must take 1 hour of CSCI 8990 Research Seminar, in which they must attend weekly meetings of a research seminar and give presentations.

Master's Research (Primary Focus Item #4)

The Master's research involves the student's investigations under the supervision of his/her major professor and requires the approval of the major professor and the advisory committee. The Master's research often includes original research into some area of Computer Science. It must demonstrate mastery of a particular area of Computer Science. The candidate's advisory committee assures that the quality of the research meets the standards of the Department and the Graduate School. The candidate must register for CSCI 7000 Master's Research for at least 6 hours of credit while working on the project.

Master's Thesis (Primary Focus Item #5)

The thesis is a report of the student's investigations under the supervision of his/her major professor and requires the approval of the major professor and the advisory committee. The thesis must demonstrate competent style and organization, and communicate technical knowledge. The thesis often includes original research into some area of Computer Science. It must demonstrate mastery of a particular area of Computer Science. The candidate's advisory committee assures that the quality of the thesis meets the standards of the Department and the Graduate School. The candidate must register for CSCI 7300 Master's Thesis for at least 3 hours of credit while working on the thesis.

Advisory Committee

The advisory committee will consist of one major professor and two additional members. At least two of the three members must be from the Computer Science Department.

Non-Departmental Requirements

Non-departmental requirements are set forth by the Graduate School (see the Graduate Bulletin). They concern residence, time limits, programs of study, acceptance of transfer credits, minimum GPAs, thesis, and final examination.

Graduation Requirements

A student admitted to the M.S. degree program will be advised by the graduate coordinator until a major professor is chosen. Before the end of the second semester in residence, a student must submit to the Graduate School, through the graduate coordinator, the following forms: (i) a Program of Study Form and (ii) an Advisory Committee Form. The Program of Study Form indicates how and when degree requirements will be met and must be formulated in consultation with the student's major professor. An Application for Graduation Form must also be submitted directly to the Graduate School.

Thesis Defense

After all course work has been completed and the thesis has been approved by the student's major professor, the thesis is transmitted to the advisory committee at least two weeks before the thesis defense date. The thesis defense is an oral examination conducted by the student's advisory committee, and constitutes the second part of the master's final examination. All members of the advisory committee must be present at the defense. The advisory committee members including the major professor must vote on whether the student passed the defense and record their votes on the Approval Form for Master's Thesis, Defense, and Final Examination. To pass the exam, at least two of the three votes must be passing.

REVISED (August 7, 2018)

MASTER OF SCIENCE IN COMPUTER SCIENCE (NON-THESIS Option)

Overview of Degree

The Master of Science degree in Computer Science (non-thesis option) at The University of Georgia is a comprehensive program of study intended to give qualified and motivated students a thorough foundation in the theory, methodology, and techniques of Computer Science. Students who successfully complete this program of study will have a grasp of the principles and foundations of Computer Science. This degree program is designed for graduate students seeking careers in industry or government after graduation. The students will obtain skills and experience in up-to-date approaches to analysis, design, implementation, validation, and documentation of computer software and hardware. With these skills they will be well qualified for technical, professional, or managerial positions in government, business, industry, and education.

Prospective students are advised to consult The University of Georgia Graduate Bulletin for institutional information and requirements.

Admission Requirements

In addition to the general University of Georgia policies set forth in the Graduate Bulletin, the following departmental policies apply to all applicants:

1. A bachelor degree is required, preferably with a major in Computer Science or an allied discipline. Students with insufficient background in Computer Science must take undergraduate Computer Science courses to remedy any deficiencies (in addition to their graduate program). A sufficient background in Computer Science must include at least the following courses (or equivalent):

MATH 2200;	Analytic Geometry and Calculus
MATH 2410;	Integral Calculus with Theory
CSCI 1301;	Introduction to Computing and Programming
CSCI 1302;	Software Development
CSCI 1730;	Systems Programming
CSCI/MATH 2610;	Discrete Mathematics for Computer Science
CSCI 2670;	Introduction to Theory of Computing
CSCI 2720;	Data Structures

2. Admission to this program is selective; students with a record of academic excellence have a better chance of acceptance. Students with exceptionally strong undergraduate records may apply for admission to the graduate program prior to fulfilling all of the above requirements.

3. Graduate Record Examination (GRE) test scores are required for admission consideration.

4. Three letters of recommendation are required, preferably written by university professors familiar with the student's academic work and potential. If the student has work experience, one letter may be from his/her supervisor. Letters should be sent directly from the letter writer.

5. A one or two page personal statement outlining the student's background, achievements, and future goals is required.

6. A student may include a recent copy of her resume as part of the application packet; however, this is not required.

Graduate School Requirements

Additional requirements are specified by the Graduate School (application fee, general application forms, all transcripts, etc.). Please see the University of Georgia Bulletin for further information. Detailed admissions information may be found at Graduate School Admissions. Printed information may be obtained by contacting the

University of Georgia Graduate School
Terrell Hall
210 S. Jackson St.
Athens, GA 30602

phone: 706-542-1739
fax: 706-425-3094
e-mail: gradadm@uga.edu

Applications are processed on a year round basis. Students can be admitted for either semester (Fall or Spring). Please visit the Graduate School for application submission deadlines.

Summary of Basic Degree Requirements

Primary Focus

The primary focus consists of at least 32 semester hours of resident graduate course work. This includes:

1. at least 12 hours of core CSCI graduate level course work (see “Core Curriculum” below);

2. at least **16 credit hours** of Additional CSCI graduate level (6000/8000-level coursework), with 12 hours of graduate student only coursework, as per Graduate School policy; see additional coursework below;

3. at least **4 credit hours** of Project coursework (CSCI7200) or an additional four credit hours of CSCI coursework at the 6000/8000-level.

Typically, full-time students will take 9 to 15 hours per semester. See the CSCI section of the University of Georgia Bulletin for course descriptions. A program of study should be a coherent and logical whole; it requires the approval of the departmental graduate coordinator. Note: no course with a grade of C+ or lower may be included on the student's Program of Study (see the Graduate Bulletin for other GPA constraints).

Core Curriculum (Primary Focus Item #1)

At least one course from each of the following three groups must be taken:

Group 1: Theory
- CSCI 6470 Algorithms
- CSCI 6480 Approximation Algorithms
- CSCI 6610 Automata and Formal Languages

Group 2: Software Design
- CSCI 6050 Software Engineering
- CSCI 6370 Database Management
- CSCI 6570 Compilers

Group 3: System Design
- CSCI 6720 Computer Architecture and Organization
- CSCI 6730 Operating Systems
- CSCI 6760 Computer Networks: Technology and Application
- CSCI 6780 Distributed Computing Systems

The core curriculum consists of a total of **12 semester hours**. Core competency is certified by the Graduate Coordinator. Students are expected to meet the core competency requirement by the end of their second enrolled academic semester. Note: a course used to fulfill part of the core requirement (Item #1) may not be used to also fulfill part of the additional coursework requirement (Item #2). A student may fulfill their core requirement (12 core hours) and then take another (different) graduate student only course from the core list to count toward their additional coursework requirement. In no case shall a course used to fulfill part of the core course requirement count toward the core requirement AND the additional coursework requirement.

Additional Course Work (Primary Focus Item #2)

Students must take at least **16 semester hours** of additional graduate-level coursework, with at least **12 semester hours at the 8000-level** (thus fulfilling the Graduate School requirement of at least 12 hours of graduate only coursework). In no case shall a 6000-level course used to fulfill part of the additional coursework requirement count toward the additional coursework requirement AND the core curriculum requirement.

Masters Project and Report and a Written Exam (Primary Focus Item #3)

To satisfy this requirement, four hours of CSCI 7200 Masters Project must be taken, typically spread over the student's final two semesters. The CSCI 7200 course involves an applied research project under the direction of a Computer Science Graduate faculty member. As part of the requirements, a comprehensive report must be prepared detailing the student's procedures and findings regarding the completed project work. Optionally, if the student prefers, four additional hours of CSCI coursework at the 6000/8000 level (excluding CSCI 6950 and CSCI 8990) may substitute for CSCI 7200. A student selecting this (non-project) option is required to also pass a written exam administered by members of the Graduate Faculty.

Non-Departmental Requirements

Non-departmental requirements are set forth by the Graduate School (see the Graduate Bulletin). They concern residence, time limits, programs of study, acceptance of transfer credits, minimum GPAs, thesis, and final examination.

Graduation Requirements

A student admitted to the M.S. degree program will be advised by the graduate coordinator. Before the end of the second semester in residence, a student must submit to the Graduate School, through the graduate coordinator, the following forms: (i) a Program of Study Form and (ii) an Advisory Committee Form (currently under preparation for the non-thesis option). The Program of Study Form indicates how and when degree requirements will be met. An Application for Graduation Form must also be submitted directly to the Graduate School.

Progress Requirements
For Computer Science Graduate Students

The following requirements will apply to CSCI graduate students according to their classification. The requirements for part-time students represent a baseline that applies to all graduate students. **Any departure from these requirements must be requested well ahead of time in the form of a written appeal to the Graduate Programs Committee.**

- **Part-Time Student**

The Department of Computer Science is supportive of students who wish to attend graduate school part-time. To ensure satisfactory progress, ALL graduate students are required to register for at least 3 semester hours of CSCI coursework for fall/spring term. However a MAMS student may take courses in the MAMS core which are offered by other MAMS departments. Similarly, a Ph.D. student may take courses in his/her minor.

- **Full-Time Student**

A full-time student must take 9 to 18 semester hours during each fall or spring Semester enrolled, and minimum 6 semester hours during each summer term enrolled. In the fall/spring academic semesters, 9 semester hours of coursework and 6 semester hours during summer must be in Computer Science with the exception of Ph.D. minor courses.

- **Student Holding an Assistantship**

A student holding an assistantship must take 12 to 15 semester hours during each fall or Spring Semester enrolled, and 9 semester hours during each summer term enrolled.

- **Student on an F-1 Visa**

A student on an F-1 visa must take 9 to 18 semester hours during each fall or spring semester enrolled, and 6 to 18 semester hours during each summer term enrolled. An exception may be made for a student completing all degree requirements except the thesis/technical report. The student must have completed all coursework on his/her program of study excluding CSCI 7100/7300/9300, and he/she must have also passed all required exams except the oral thesis/dissertation defense. In order to be considered for this exception, he/she must submit to the Graduate Coordinator a written request to reduce the hours requirement to 3.

- **Working While on an F-1 Visa**

Please refer to Office of Global Engagement, 1324 S. Lumpkin Street, Athens, GA 30602. 706-542-2900. https://globalengagement.uga.edu/international-students/current-international-students

- **Students in their last semester**

In your last semester, minimum 3 semester hours of graduate credit are required for registration in which degree requirements are to be completed.

THE UNIVERSITY OF GEORGIA
The Graduate School

DEADLINE DATES

December (FALL SEMESTER) 2019
Note: All theses/dissertations must be submitted electronically
If you plan to graduate during FALL 2019, please adhere to the following deadlines:

August 30, 2019	Final date for graduate students to apply for **December 2019** graduation.
August 30, 2019	Final date for submitting Program of Study forms to the Graduate School for graduation in **December 2019**. An **Advisory Committee form** for Master of Arts, Master of Science, and all doctoral candidates must be on file by this date.
October 1, 2019	Final date for submitting applications for Admission to Candidacy to the Graduate School for doctoral candidates who plan to graduate in **December 2019**. If you were not admitted to candidacy prior to June 21, 2019, you must register for 10 hours Fall 2019.
October 11, 2019	Final date for submitting requests for Transfer of Credit, with accompanying transcripts, to the Graduate School for students graduating in **December 2019**.
October 18, 2019	Final date for doctoral students to submit information for the Commencement Program for **December 2019** graduation (use the form at http://grad.uga.edu/index.php/current-students/forms/)
November 4, 2019	Final date for electronically submitting one complete copy of a thesis or dissertation for a format check for **December 2019** graduation (http://t.uga.edu/22F).
November 27, 2019	Final date for receipt of the following by the Graduate School: Final Defense Approval Form & ETD Submission Approval Form (all doctoral, MS, MA, MHP, and MLA) **and corrected copy of thesis/dissertation for December 2019 graduation**. (https://getd.libs.uga.edu)
December 6, 2019	Final date for completing all requirements except submission of theses/dissertations (see earlier deadline). The Graduate School must receive notification concerning removal of incompletes, final examinations, etc., for **December 2019** graduation. (This does not include grades for courses in which students are currently enrolled)
December 13, 2019 *Friday @ 2:30pm*	**Graduation**. Diplomas will be mailed approximately six to eight weeks after graduation. Address changes, if necessary, should be made with the Office of the Registrar (http://www.reg.uga.edu/changeOfInformation) to ensure receipt of diploma.
January 6, 2020	Date the Graduate School will accept theses/dissertations for future graduations.

If you have applied for Fall graduation and find you will not be able to meet one of these deadlines, email *gradinfo@uga.edu* to request a change in graduation.
Graduate School 210 S. Jackson Street Athens, GA 30602

GRADUATE STUDENTS MUST BE REGISTERED FOR A MINIMUM OF 3 HOURS IN AT LEAST 2 SEMESTERS PER ACADEMIC YEAR (FALL, SPRING, SUMMER), INCLUDING THE 3 HOURS OF GRADUATE CREDIT THAT IS REQUIRED FOR REGISTRATION DURING THE SEMESTER IN WHICH DEGREE REQUIREMENTS ARE COMPLETED.

To review the Graduate Enrollment Policy,
please visit http://grad.uga.edu/index.php/current-students/policies-procedures/academics/enrollment-policy/

University Of Georgia
GRADUATE ASSISTANT POLICY (effective 07.01.2016)

The purpose of this policy is to document rules and regulations on awarding and administration of graduate assistantships at the University of Georgia. This policy adheres to the relevant policies of the University of Georgia, the University System of Georgia Board of Regents and Southern Association of Colleges and Schools Commission on Colleges that are referenced below. The policy was developed and approved by the Graduate School, which also assumes responsibility for maintaining the policy and effecting any modifications that become necessary.

I. Definition of Graduate Assistant: A Graduate Assistant is any individual who serves in a support role at the university while completing his/ her graduate studies. These individuals serve in a variety of roles, as outlined below (see Section III). Graduate Assistants are employees of the university and are appointed at 33% - 50% EFT (13-20 hrs/ week).

II. Eligibility for Assistantship: Graduate Assistants must be eligible to work in the United States and cannot exceed any hourly limitations placed on them by a visa. Students cannot hold an assistantship(s) that requires more than one-half time service (a maximum of 20 hours of work each week.) Graduate assistants must be full-time students for the duration of their assignments. Full-time status requires enrollment of at least twelve hours during spring and fall semesters and nine hours during summer semester. Exceptions to the required course load may be obtained with written approval of the major professor and the dean of the Graduate School. ***Students will not be permitted to hold Graduate School assistantships if they have been placed on academic probation by the Graduate School.***

III. Types of Assistantships: Academic and administrative units of the university may employ graduate students in five types of graduate assistantships: **Graduate Teaching Assistantship**, **Graduate Laboratory Assistantship**, **Graduate Research Assistantship**, **Graduate Research Fellow Assistantship**, and **General Graduate Assistantship**. The type of assistantship offered a student depends on the needs of the academic or administrative unit and the qualifications of the individual student. Whenever possible, the duties assigned to a graduate assistant should be relevant to the graduate program and the professional goals of the student.

Under the federal Fair Labor Standards Act (FLSA), exempt work is performed by (a) executives/ administrators; and b) professionals and is paid on a salaried basis regardless of the specific number of hours worked in a given week. Graduate Assistants perform work at the professional level, utilizing content knowledge that requires at least a bachelor's degree, and as a result are paid as exempt professionals. As such, Graduate Assistants may not be engaged in work that would be classified as non-exempt under the FLSA.

The following are descriptions and responsibilities of each type of graduate assistantship:

Graduate Teaching Assistantship: Graduate Teaching Assistants (GTAs) are assigned instructional responsibilities in an academic course. Specific instructional responsibilities may vary according to the assignment. All GTAs are required to fulfill the requirements set forth in the TA/LA Policy, including attendance at the TA/LA Orientation, completion of GRSC 7770 or equivalent course, and demonstration of language requirement

(international students). GTAs should work under the supervision of experienced faculty members as a means of developing teaching skills in the academic discipline and meet the qualifications set out in the University System of Georgia Board of Regents Policy 8.3.5.2.

GTAs who meet the SACSCOC credential guidelines and the requirements defined in UGA Academic Affairs Policy 4.07-13 Instructor of Record may be assigned as Instructor of Record for a course or a section of course (e.g., a discussion section). In keeping with UGA Policy 4.07-13 Instructor of Record, GTAs may have autonomy for conducting the day-to-day classroom/ instructional activities and assigning grades. Departments are responsible for verification of academic credentials and language requirements for GTAs assigned as Instructors of Record.

GTAs are employees of the university and are appointed at 33-50% EFT. It is the responsibility of each dean or director to set the annual rate for GTAs within his/her unit. This rate must be equivalent to or higher than the minimum set by the provost. The Graduate School collects and publishes this information annually.

Graduate Laboratory Assistantship: Graduate Laboratory Assistants (GLAs) are assigned instructional responsibilities in a laboratory course. Specific instructional responsibilities may vary according to the assignment. All GLAs are required to fulfill the requirements set forth in the TA/LA Policy, including attendance at the TA Orientation, completion of GRSC 7770 or equivalent course, and demonstration of language requirement (international students). GLAs should work under the supervision of experienced faculty members as a means of developing teaching skills in the academic discipline.

GLAs who meet the SACSCOC credential guidelines and the requirements defined in UGA Academic Affairs Policy 4.07-13 Instructor of Record may be assigned as Instructor of Record for a course or a section of laboratory course. In keeping with UGA Policy 4.07-13 Instructor of Record GLAs may have autonomy for conducting the day-to-day classroom/ instructional activities and assigning grades. Departments are responsible for verification of academic credentials and language requirements for GLAs assigned as Instructors of Record. GLAs should work under the supervision of experienced faculty members as a means of developing teaching skills in the academic discipline and meet the qualifications set out in the University System of Georgia Board of Regents Policy 8.3.5.2.

GLAs are employees of the university and are appointed at 33-50% EFT.FTE. In no case should a GLA exceed 50% EFT. It is the responsibility of each dean or director to set the annual rate for GLAs within his/her unit. The Graduate School collects and publishes this information annually.

Graduate Research Assistantship: Graduate Research Assistants (GRAs) are students enrolled in the Graduate School who are assigned to assist one or more faculty members in the conduct of research. In most instances, research assistants are assigned duties such as literature searches and laboratory experiments under the close supervision of faculty mentors. Per UGA Policy 4.07-13 Instructor of Record, GRAs cannot be assigned as an Instructor of Record and cannot have instructional duties. Presidential Graduate Fellowships (first two years), and Graduate School Assistantships are classified as Graduate Research Assistantships.

GRAs are employees of the university and are appointed at 33-50% EFT. In no case should a GRA exceed 50% EFT. It is the responsibility of each dean or director to set the annual rate for GRAs within his/her unit. This rate must be equivalent to or higher than the minimum set by the provost.

The Graduate School collects and publishes this information annually.

Graduate Research Fellow Assistantship: Graduate Research Fellow Assistants (GRFAs) are typically students who are recipients of external fellowships that *do not* provide tuition benefits. ***Students are eligible for GRFA support if their external support is equivalent to a 40% assistantship at the minimum rate set by the dean of the Graduate School.*** Like GRAs, GRFA students are enrolled in the Graduate School and assigned to assist one or more faculty members in the conduct of research. In most instances, research assistants are assigned duties such as literature searches and laboratory experiments under the close supervision of faculty mentors. Students must provide documentation that their sponsoring agency allows them to accept paid work at UGA while on the fellowship and are subject to the same conditions of employment as other UGA Graduate Assistants. Per UGA Policy 4.07-13 Instructor of Record, GRAs cannot be assigned as an Instructor of Record and cannot have instructional duties.

GRFAs are employees of the university and must be appointed at 40% EFT. The dean of the Graduate School sets the annual rate for this category of assistantship. This rate is different from the minimum set by the provost. The Graduate School publishes this information annually.

General Graduate Assistantship: Graduate Assistants (GAs) are all other students enrolled in the Graduate School who receive assistantships that are not specifically designated for teaching or research. Duties assigned to this category of graduate assistants may include assisting faculty with a variety of academic tasks, including but not limited to: providing technical support for courses taught by faculty; working on grant funded projects related to program development, evaluations, outreach, among others; gathering, organizing, and analyzing data for faculty; or working in a non-academic unit of the university, such as Student Affairs. Per UGA and Regents Policy 4.07-13 Instructor of Record, GAs can assist faculty with instructional duties but an approved and valid faculty member must be listed as the Instructor of Record in the Course Offerings Data Base and must be responsible for all aspects of the course.

GAs are employees of the university and are appointed at 33-50% EFT. In no case should a GA exceed 50% EFT. It is the responsibility of each dean or director to set the annual rate for GAs within his/her unit. The Graduate School collects and publishes this information annually.

IV. Multiple Assistantships: Graduate students may hold multiple assistantship positions simultaneously, including positions of more than one type. The combination of the graduate assistantship(s), at any University System of Georgia institution, and departmental supplement cannot exceed 20 hours of work per week (50% EFT). All work should be FLSA exempt level work and should be included in the EFT of the graduate assistant. If a graduate assistant performs work outside their regular duties, the college should determine the work effort (EFT) for the additional duties and process as graduate assistant pay. In no case should any graduate assistant exceed 50% EFT.

V. Non-Resident Alien Students: F-1 and J-1 international students attending UGA, who have an I-20 form (F-1 student) or a DS-2019 form (J-1 student) issued by UGA, can be appointed as graduate assistants on any UGA campus. F-1 status students do not need any special authorization or documentation, as long as they maintain legal status in the U.S, but J-1 status students must have written authorization from an International Scholar, Students and Immigration Services advisor at UGA prior to accepting on-campus employment. Foreign national students may not exceed 50% EFT appointments and must not work more than 20 hours per week.

VI. Appointments, Work Schedules, and Compensation: A graduate student may be appointed as a graduate assistant for the fiscal or academic year. An academic year appointment can begin as early as the five working days prior the start of fall semester classes and ends on spring graduation day. Graduate assistants who are employed on a fiscal year basis can begin work on any business day during the month. If a student is appointed on any day other than the 1st working day of the month, the monthly stipend amount will be pro-rated.

Graduate teaching assistants, graduate laboratory assistants, graduate research assistants, and general graduate assistants must be appointed at 33-50% EFT (13-20 hrs/ week), and in no case, can any of these assistants be appointed at more than 50% EFT. Graduate research fellow assistants (GRFA) must be appointed at 40% FTE. The student's department/ program is expected to cover the salary for the GRFA.

The appointing department will arrange the specific work schedule for each graduate assistant. As graduate assistants are professionals, performing FLSA-exempt level work, work hours can vary per week depending on the needs of the position without affecting the graduate assistant's EFT.

A salary guide for graduate assistants is distributed annually by the Graduate School. Compensation may vary by funding source, discipline, and responsibilities specific of the appointment. Academic units will establish fair pay scales and monitor their pay practices to ensure that individuals are paid in accordance with that pay scale and that there is no disparate impact on individuals based on protected factors such as age, race, or gender.

VII. Enrollment requirements: Graduate assistants must be full-time students for the duration of their assignments. Full-time status requires enrollment at least twelve hours during spring and fall semesters and nine hours during summer semester. Exceptions to the required course load may be obtained with written approval of the major professor and the dean of the Graduate School.

VIII. Health Insurance requirements: Graduate assistants are required to have health insurance and will be AUTOMATICALLY ENROLLED in the Mandatory Plan unless a waiver is requested/granted. A portion of the premium for the University System's health insurance plan is paid by the University of Georgia. Information about the Graduate School Health Insurance Program, coverage information, and the waiver process can be found on the University Human Resources website located at http://www.hr.uga.edu/students.

IX. Reduced Tuition: In accordance with the University System of Georgia Board of Regents Policy 7.3.1.2, graduate assistants may be eligible for a tuition waiver reducing matriculation to $25.

To be eligible for this waiver, the University of Georgia requires that Graduate Assistants:

- Have an employment appointment at the University of Georgia of at least 33% and no more than 50% FTE.
- Meet the full-time enrollment minimum (12 credit hours each for fall and spring semesters; 9 credit hours for summer; (Professional programs, audited courses and undergraduate credit hours do not qualify for a tuition waiver).
- Enroll in mandatory health insurance program or provide proof of insurance.

The Graduate School Business Office monitors student tuition exemption waiver codes for students who are on an assistantship. With an

exemption code, a student pays a reduced matriculation fee of $25 plus mandatory student fees assessed according to the University's fee policy. Students must receive the assistantship for at least 60% of the semester in order to keep the exemption code. Requests to change or add exemption codes must be processed through the Graduate School GradStatus portal.

Receipt of a graduate assistantship affects student financial aid eligibility. See http://osfa.uga.edu/gradinfo.html for more information.

Requirements for Students who are Awarded Graduate Assistantships by the Computer Science Department

To insure both (a) that recipients of awards use their time in ways that further most effectively their educational objectives and (b) that students are apprised of our expectations, the Graduate Program Committee has drawn up the following conditions for award recipients:

1. Recipients of awards from the department will be assigned to assist one or more faculty members in their courses. The individual faculty member will make the specific work assignment, which will typically consist of some combination of supervising laboratory sections, grading tests, homework and programs; proctoring tests; holding office hours for consultation and/or being present in the computer lab to answer questions about assignments. These duties will require an average of 13 1/3 hours of work per week, in total.

2. Recipients of aid from the department are expected to perform their duties satisfactorily (i.e., well prepared and on time for class, having a courteous and respectful attitude towards students, using good judgement in grading, meeting deadlines, attending required meetings, attending required meetings, etc.). The recipient's performance will be evaluated by their assigned faculty member at mid-point of the term. The recipient will receive a warning letter in the event of an unsatisfactory performance. Recipients of financial aid will also receive a final evaluation at the end of the term. Any further occurrence of unsatisfactory performance reported in the final evaluation may be grounds for termination of financial support.

3. To receive the benefits of an award, the recipient must maintain enrollment as a graduate student at the University of Georgia in a degree program approved by the Department. It is the recipient's responsibility to meet the Graduate School's requirements and deadlines for admission to said program, and to make whatever travel and immigration arrangements that might be necessary in order to attend the University of Georgia. Recipients of awards will enroll for no less than twelve hours and no more than eighteen hours per semester.

4. It is the recipient's responsibility to comply with the policy regarding registration of graduate assistants: all graduate assistants must register during the Phase I or Phase II registration periods. If you are not registered and paid before the first day of classes, your departmental funding and the privilege of the reduced matriculation fee for the semester will be cancelled. Consult with the Athena Schedule of Classes for additional pre-registration dates.

5. Like all graduate students in the MAMS, MS and Ph.D. programs, award recipients are expected to complete successfully their course work, examinations, and other assessments of their academic progress and to satisfy University and Departmental requirements concerning selection of a major professor and approval of a Program of Study.

6. Computer Science students are expected to complete their Ph.D. degree work in four academic years and their M.S. degree work in two academic years. Those assistants who perform their assigned duties conscientiously and who make good academic progress, are usually offered subsequent year's support. Continued support into a fifth year should not be counted on. Note this does not apply to students with semester-by-semester contracts.

7. During the first semester, each foreign graduate assistant must take the IBT TOEFL test and achieve a high enough score on it (at least 26, as of this writing) so as to satisfy the University's English language requirement for teaching assistantships. During the first semester, all graduate assistants must complete satisfactorily the 1-3 credit hour GRSC 7770, level 2 or 3 course which is required by the University for teaching assistants.

8. All funded graduate students in Computer Science are required to have health insurance. Detailed information may be found at http://www.uhs.uga.edu/.

9. Assistantship recipients are expected to attend Colloquia of the Department.

10. You must be on campus and personally check in with the Graduate Coordinator Assistant office on or before ____ otherwise it must be assumed that you are not coming, and your assistantship will be reassigned.

11. Failure to live up to these expectations and conditions would make future awards unlikely and could result in the IMMEDIATE termination of this award. We trust you will find these conditions fair.

Please sign and return a copy of this note in order to indicate your understanding of the conditions set out above, and your acceptance of the award being offered.

_____ _____ _____

Full Name (Printed) Signature Date

Award Period:

Approved Program: (circle one): MS_CS MS_CS_NT PhD_CS

TA Policy (Online version available at:https://ctl.uga.edu/grad-student/ta-policy/)

University of Georgia TA Policy states that TAs must be adequately prepared to teach in the college classroom. University and Regents' policies require that all new graduate teaching and laboratory assistants receive support for their instructional roles. The following TA Policy applies to all graduate students with instructional duties regardless of a student's specific instructional responsibilities in an academic course. Departments should develop discipline-specific support for the pedagogical development of graduate assistants in preparation for their instructional responsibilities at UGA and for their future careers.

The policy states that all TAs must:

1. Attend TA Orientation

2. Complete GRSC 7770 or departmental equivalent, and

3. For international students, demonstrate proficiency with the English language.

TA Orientation

Tuesday, August 13, 2019 - 8:30 a.m. to 1:00 p.m. - Miller Learning Center, 1st floor

Attendance at all sessions is mandatory.

This interdisciplinary orientation provides general preparation for graduate students with instructional responsibilities, including an overview of policies and procedures pertinent to the TA role, an introduction to effective teaching strategies and practices, and exposure to services and resources available across campus that offer support for individuals engaged in teaching and learning endeavors at UGA.

As per TA Policy, all graduate teaching and laboratory assistants are required to attend TA Orientation at least once before their appointment begins.

Before the beginning of each fall semester, CTL organizes a morning orientation for all new graduate students with instructional responsibilities during following academic year. Participants in TA Orientation will:

- Become familiar with key policies and resources related to successful teaching and learning practice at UGA,
- Learn how and what to prepare for their first few weeks in the classroom and/or laboratory environment, and
- Be introduced to the resources available within their departments and across campus that offer support for individuals engaged in teaching and learning endeavors at UGA.
- Registration is now open: https://ugeorgia.ca1.qualtrics.com/jfe/form/SV_3s0IggerNNtX70h

GRSC 7770

GRSC 7770 is a 1 to 3 credit course which provides TAs with knowledge of pedagogical approaches, relevant UGA policies, and available support systems. All graduate students with instructional duties must complete GRSC 7770 or a departmental equivalent regardless of a student's specific instructional responsibilities in an academic course (e.g., instructor of record (IOR), discussion leader, laboratory TA, grader, proctor).

For limited duty instructional roles, TAs may take GRSC 7770 concurrent with their teaching assignments. However, in order for TAs to serve as IOR, they must complete GRSC 7770 prior their teaching responsibilities as IOR.

Graduate students may forgo taking GRSC 7770 if they can provide documentation of one of the following:

- Prior IOR experience at the college-level in the United States, at institutions other than UGA,
- Completion of a departmental equivalent at UGA approved by the Center for Teaching and Learning, or
- Completion of a course comparable to GRSC 7770 at an institution in the United States

Departments seeking to exempt TAs from taking GRSC 7770 must submit a waiver to the Director of the Center for Teaching and Learning for approval at least one week prior to the beginning of the semester to which the TA is assigned the teaching responsibility.

Language Requirement

In order to teach at UGA, international students must demonstrate English proficiency in addition to other TA Policy requirements. UGA is committed to providing training to international students who do not meet minimum requirements.

Departments who must support graduate students with teaching assignments the first year of a graduate program should only accept those students whose language skills qualify them for their respective teaching appointments.

1. Students with a speaking score of **23-25 on the TOEFL iBT or 7.0-7.5 on the IELTS must complete LLED 7769, a 3-credit hour language and cultural orientation course.** Upon completion of LLED 7769 and with a recommendation from the LLED 7769 program:

- Students with a 23 TOEFL iBT or a 7.0 IELTS score may teach in limited and closely monitored assignments (e.g. laboratory teaching, graders, language teaching in native language).
- Students with a 24 TOEFL iBT or a 7.5 IELTS score and an LLED recommendation may be considered for any teaching assignment.
- TAs who are only assisting in a classroom or lab may take LLED and GRSC classes concurrently with their assignment. Before being instructors of record, students must attend TA Orientation and complete GRSC 7770 or a departmental equivalent.

2. Students with a speaking score of **20-22 on the TOEFL iBT or 6.5 and below on the IELTS must successfully complete LLED 7768, a 3-credit hour language skills course** before enrolling

in LLED 7769. Such students will need to **retake TOEFL or IETLS tests and achieve requisite scores**to be in compliance with TA Policy.

3. If after taking LLED 7768 and 7769 a student maintains a score between 22 to 23 on TOEFL iBT speaking portion or 6.5 to 7.0 on the IELTS, they may **appeal for a waiver to teach**. Appeals will be considered if the student can provide the following:

- A written recommendation from the LLED 7769 program,
- A written departmental endorsement.
- Appeal requests should be submitted in writing to the Center for Teaching and Learning with all relevant information to: zoe.morris@uga.edu.

1. Students who have no formal language score, but are not exempt as described below, are required contact Dr. Linda Harklau at lharklau@uga.edu before being considered for a teaching assignment. Language instruction in the special sections of LLED 7768 and 7769 are overseen by Dr. Harklau in the Department of Language & Literacy Education.

Registration for The TOEFL iBT language evaluation is available from Educational Testing Service.

These guidelines are administered for the Provost/Senior Vice President for Academic Affairs by the Center for Teaching & Learning in the Office of the Vice President for Instruction. Questions regarding the implementation of the TA Policy should be referred to the Assistant Director for TA Development and Recognition in the Center for Teaching and Learning.

50 Minute Class Periods

Monday, Wednesday & Friday

75 Minute Class Periods

Tuesday & Thursday

(01) 8:00-8:50	MWF		**(71)** 8:00-9:15	T, TH
(02) 9:05-9:55	MWF		**(72)** 9:30-10:45	T, TH
(03) 10:10-11:00	MWF		**(73)** 11:00-12:15	T, TH
(04) 11:15-12:05	MWF		**(74)** 12:30-1:45	T, TH
(05) 12:20-1:10	MWF		**(75)** 2:00-3:15	T, TH
(06) 1:25-2:15	MWF		**(76)** 3:30-4:45	T, TH
(07) 2:30-3:20	MWF		**(77)** 5:00-6:15	T, TH
(08) 3:35-4:25	MWF		**(78)** 6:30-7:45	T, TH
(09) 4:40-5:30	MWF		**(79)** 8:00-9:15	T, TH
(10) 5:45-6:35	MWF		**(80)** 9:30-10:45	T, TH

Class Periods for Summer

Period	Beginning Time	Ending Time
(01)	8:00am	9:00am
(02)	9:15am	10:15am
(03)	10:30am	11:30am
(04)	11:45am	12:45pm
(05)	1:00pm	2:00pm
(06)	2:15pm	3:15pm
(07)	3:30pm	4:30pm
(08)	5:00pm	6:15pm
(09)	6:30pm	7:45pm
(10)	8:00pm	9:15pm

Academic Honesty
UNIVERSITY OF GEORGIA

A Culture of Honesty

The University of Georgia's

Academic Honesty Policy

@

honesty.uga.edu

UNIVERSITY OF GEORGIA
Finance & Administration

2.2 Weapons Prohibited on Campus

Policy Statement

The University System of Georgia (USG) prohibits all weapons on property owned or leased by the USG and its institutions, except as specifically provided herein or as provided in federal or state law.

Exceptions

Prohibited weapons do not include sporting equipment possessed for legitimate use in formal or informal athletic or exercise activities.

Law enforcement officers, active military personnel, and other similar personnel may possess weapons as authorized by federal or state law to do so.

Any person who is 18 years of age or older or currently enrolled in classes in a USG institution may possess an electroshock weapon on the campus(es) of that institution but may only make use of such electroshock weapon in defense of self or others.

Weapons carry license holders may possess weapons while under the license holder's physical control in a motor vehicle, in a locked compartment in a motor vehicle, in a locked container in a motor vehicle, or in a locked firearms rack in a motor vehicle.

A weapons carry license holder may carry a handgun in any building or on any real property owned or leased by the USG and its institutions; provided, however, that such exception shall:

(i) Not apply to buildings or property used for athletic sporting events or student housing, including, but not limited to, fraternity or sorority houses;

(ii) Not apply to any preschool or childcare space located within such buildings or real property;

(iii) Not apply to any room or space being used for classes related to college and career academy or other specialized school as provided for under Georgia Code Section 20-4-37;

(iv) Not apply to any room or space being used for classes in which high school students are enrolled through a dual enrollment program, including, but not limited to, classes related to the "Move on When Ready Act" as provided for under Georgia Code Section 20-2-161.3;

(v) Not apply to faculty, staff or administrative offices or rooms where disciplinary proceedings are conducted;

(vi) Only apply to the carrying of handguns which a licensee is licensed to carry pursuant to subsection (e) of Georgia Code Section 16-11-126 and pursuant to Georgia Code Section 16-11-129; and

(vii) Only apply to the carrying of handguns which are concealed.

Reason for policy

To provide policy regarding possession of weapons on school property that is consistent across all property owned or leased by the USG or its institutions which includes property owned or leased by the University of Georgia.

Additional contacts

For campus emergencies, call 911. The University of Georgia Police Department may also be contacted at 706-542-2200.

Policy definitions

"Weapon" means and includes any pistol, revolver, or any instrument designed or intended to propel a missile of any kind, or any dirk, bowie knife, switchblade knife, ballistic knife, any other knife having a blade of two or more inches, straight-edge razor, razor blade, spring stick, knuckles, whether made of metal, thermoplastic, wood, or other similar material, blackjack, any bat, club, or other bludgeon-type weapon, or any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may be known as nun chahka, nun chuck, nunchaku, shuriken, or fighting chain, or any disk, of whatever configuration, having at least two points or pointed blades which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart, or any instrument of like kind, and any stun gun or taser as defined in subsection (a) of Georgia Code Section 16-11-106. This paragraph excludes any of these instruments used for classroom work authorized by the faculty member.
"Handgun" means a firearm of any description, loaded or unloaded, from which any shot, bullet, or other missile can be discharged by an action of an explosive where the length of the barrel, not including any revolving, detachable, or magazine breech, does not exceed 12 inches; provided, however, that the term "handgun" shall not include a gun which discharges a single shot of .46 centimeters or less in diameter.

"Electroshock weapon" means a stun gun or taser or similar commercially available device that is powered by electrical charging units and designed exclusively to be capable of incapacitating a person by electrical charge.

"Concealed" means carried in such a fashion that does not actively solicit the attention of others and is not prominently, openly, and intentionally displayed except for purposes of defense of self or others. Such term shall include, but not be limited to, carrying on one's person while such handgun is substantially, but not necessarily completely, covered by an article of clothing which is worn by such person, carrying within a bag of a nondescript nature which is being carried about by such person, or carrying in any other fashion as to not be clearly discernible by the passive observation of others.

"Preschool or childcare space" means any room or continuous collection of rooms or any enclosed outdoor facilities which are separated from other spaces by an electronic mechanism or human-staffed point of controlled access and designated for the provision of preschool or childcare services, including, but not limited to, preschool or childcare services licensed or regulated under Article 1 of Chapter 1 of Title 20 of the Code of Georgia.

Responsibilities

The Chief of Police has the responsibility of providing for the safety of students, faculty, staff and visitors at the University of Georgia.

Responsible University Senior Administrator: Vice President for Finance & Administration

Responsible University Administrator: Executive Assistant to the Vice President for Finance & Administration

Policy Owner: Chief of Police

Policy Contact: Jimmy Williamson, Chief of Police

Phone Number: 706-542-1032

Related information

For additional information visit www.police.uga.edu.

‹ UGA Police Authority, Responsibility and Duties Policy | Bomb Threat Procedures ›

Policy Dates

Effective Date:

Date Last Updated: 11/17/2017

Date of Last Review:

Date of Approval:

Previous Version of Policy:

The Graduate Student Association has kindly provided this very useful resource of places to look for anything that you may need:

Facebook pages to shop used (and new) stuff (some pages require you to have UGA listed on your Facebook account to be able to join)
on a lot of items if you ask the seller and let them know you are new to town there is a high chance they will bering the item to you :) Athens is a town of friendly people

- Free and for sale : https://www.facebook.com/groups/freenforsale/
- UGA Market Place : https://www.facebook.com/groups/491389037637478/
- Athens Area Online Yardsale : https://www.facebook.com/groups/151698364964376/
- Athens GA Facebook yard sale
  : https://www.facebook.com/groups/AthensGAOnlineYardSale/

Facebook pages for housing :

- UGA / Athens Lease, Subleases, Roommates, Off Campus Housing & Apartments: https://www.facebook.com/groups/UGASubleasesRoommates/
- UGA/Athens Lease/Sublease : https://www.facebook.com/groups/114319972033497/

Some apps :
letgo : https://us.letgo.com/en

Places to shop new :
(some have many locations search the nearest locations)

- Walmart
- Kroger
- Aldi
- Target
- Ross
- Marshalls
- TJMaxx
- Amazon Prime Student (you'll get 6 month free prime membership which includes free 2-day shipping on many things as well as free returns)
  : https://www.amazon.com/gp/help/customer/display.html?nodeId=201895520
- Walmart (you'll get free 2-day shippoing on many items for orders above 35$)
  : www.walmart.com

if you are to spend a little more :

- www.ikea.com
- www.wayfair.com
- https://www.overstock.com/

Places to shop used (and new) items :

- Goodwill of Georgia :
  - 4070 Lexington Rd, Athens, GA 30605

    - 3898 Atlanta Hwy, Bogart, GA 30622
- Bargain hunt : 3660 Atlanta Hwy, Athens, GA 30606
- Athens Area Habitat of Humanity : 2301, 532 Barber St building 1, Athens, GA 30601
- project safe thrift store: http://www.project-safestore.org/
- Emmanuel Episcopal Thrift House: 540 Prince Ave, Athens, GA 30601
- Atlanta Mission Thrift store : 2415 Jefferson Rd, Athens, GA 30607
- The Find : 135A Mill Center Blvd, Athens, Georgia 30606 (https://www.facebook.com/TheFindAthens/)

or just google "Thrift stores in Athens GA".

Yard/ State/ Garage Sales:
these are people basically selling their stuff at home. it's a fun experience. to find them you can use :

- https://www.estatesales.net/GA/Athens
- https://gsalr.com/

or The good old www.craigslist.com

please note these pages and location are nor owned neither endorsed by University of Georgia. Take caution when shopping for stuff on craigslist and other person to person platforms.