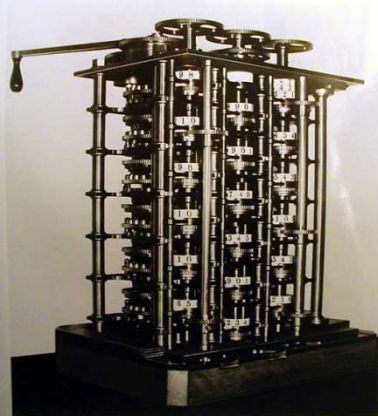
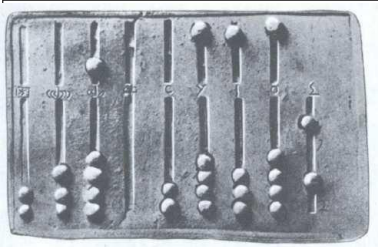


1	2	3	4	5
↑	↑	↑	↑	↑
6	7	8	9	10
U	U	U	U	U
20	30	40	50	60
100	200	300	400	500
1000	2000	3000	4000	5000

1	2	3	4	5	6	7	8	9
—	=	≡	+	h	4	7	5	?



Florida State University

Department of Computer Science

Graduate Students
Welcome and Orientation

“If you don’t work on important problems – it is unlikely
you will do important work.”
– Richard Hamming, Bell Labs

Overview

- ◆ Welcome and Advice from the Chair
- ◆ Introduction of Faculty Members
- ◆ Introduction of Staff
- ◆ Degree Programs and Academics
- ◆ Policies and Procedures
- ◆ Advisement and Class Registration
- ◆ Computer and Network Security Brief
- ◆ Responsibilities of Teaching and Research Assistants
- ◆ Paychecks, Tuition Waivers, Establishing State Residency



Welcome

◆ Welcome to the CS Department

- Enrollment: 1098 UG students, 117 MS students, 83 PhD students
- Degrees awarded last year: 254 BS, 28 MS, 10 PhD
- 24 tenure-track faculty and 7 specialized teaching faculty members
- Doctoral university with highest research activity
- Graduates from our graduate programs have been placed in all major computing and technology related companies: Google, Facebook, Amazon, Microsoft, Miter, MIT Lincoln Lab, John Hopkins Applied Physics Lab, Sandia National Lab
- MS graduates are often offered more than \$100K salary
- PhD graduates are often offered more than \$150K salary with generous stock options



General Remarks

- ◆ It is arguably the best time to be a computer scientist
 - Software components in products have been increasing steadily, creating a huge demand for software developers
 - Costs of cyber security incidents require secure and good software developers in addition to cyber security professionals
 - Computing has become even more valuable to science, engineering, life sciences, social sciences, medicine, law
 - Because integrated data and computing creates new unprecedented opportunities
 - I would like to illustrate using one concrete example



General Remarks – cont.

- ◆ AlphaFold is considered the most important achievement in AI

AlphaFold Team Statistics

1. Computer Science related degrees – 19 individuals
2. Physics related degrees – 9 individuals
3. Mathematics related degrees – 9 individuals
4. Biology related degrees – 6 individuals
5. Chemistry related degrees – 4 individuals
6. With a PhD – 21 individuals
7. With an MS – 7 individuals
8. With a BS or similar degree – 2 individuals



AlphaFold Protein Structure Database

Developed by DeepMind and EMBL-EBI

Search for protein, gene, UniProt accession or organism

BETA

Search

Examples: Free fatty acid receptor 2 A1G58602 Q5VSL9 E.coli Help: AlphaFold DB search help

Feedback on structures: Contact: alphafold@deepmind.com

**'IT WILL CHANGE EVERYTHING':
AI MAKES GIGANTIC LEAP IN
SOLVING PROTEIN STRUCTURES**

DeepMind's program for determining the 3D shapes of proteins stands to transform biology, say scientists.

Introduction of Faculty Members

“We all agree that your idea is crazy...but is it crazy enough?”

- Niels Bohr



Faculty Members

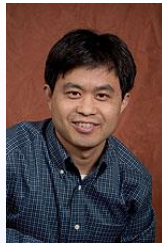
◆ Full Professors



Aggarwal



Burmester



Duan



Kumar



Liu



Mascagni



Schwartz



Tyson.



A. Wang



Whalley



Yu



Yuan



Z. Zhang

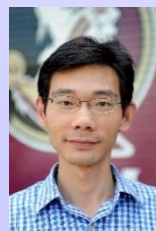
◆ Associate Professors



Haiduc



Z. Wang



Yang



Zhao



Faculty Members (cont.)

◆ Assistant Professors



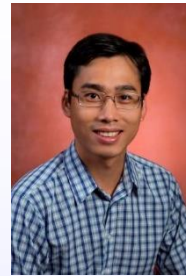
Chakraborty



Fedyukovich



Gubanov



Hoang



Kuhnle



Mallory



X. Zhang

◆ Specialized Faculty



Jayaraman



Langley



Mills



R. Myers



M. Myers



A. Tyson



Y. Wang



Faculty CS Research Area Coverage

- ◆ Algorithms and theory
 - Sudhir Aggarwal
 - Viet Tung Hoang
 - Alan Kuhnle
 - Piyush Kumar
 - Michael Mascagni
- ◆ AI/Machine Learning/Vision
 - Shayok Chakraborty
 - Alan Kuhnle
 - Xiuwen Liu
 - Chris Mills
 - Daniel Schwartz



Faculty CS Research Area Coverage (cont.)

- ◆ Computer Architecture and Operating Systems
 - Gary Tyson
 - Andy Wang
 - Zhi Wang
 - David Whalley
 - Weikuan Yu
 - Xin Yuan
- ◆ Databases, Data Science, and Bioinformatics
 - Michael Gubanov
 - Chris Mills
 - Xian F. Mallory
 - Jiawei Zhang
 - Peixiang Zhao



Faculty CS Research Area Coverage (cont.)

- ◆ Mobile Computing
 - Gary Tyson
 - Jie Yang
 - Xiaonan Zhang
- ◆ Networking and Data Communications
 - Sudhir Aggarwal
 - Zhenhai Duan
 - Weikuan Yu
 - Xin Yuan
 - Zhenghao Zhang
 - Xiaonan Zhang
- ◆ Programming Languages and Compilers
 - Grigory Fedyukovich
 - David Whalley



Faculty CS Research Area Coverage (cont.)

- ◆ Parallel and Distributed Systems
 - Andy Wang
 - Weikuan Yu
 - Xin Yuan
- ◆ Scientific Computing/Bioinformatics
 - Michael Mascagni
 - Xian F. Mallory
 - Gary Tyson
 - Weikuan Yu



Faculty CS Research Area Coverage (cont.)

◆ Cyber Security/Malware Analysis

- Sudhir Aggarwal
- Michael Burmester
- Grigory Fedyukovich
- Viet Tung Hoang
- Xiuwen Liu
- Zhi Wang
- Jie Yang
- Xiaonan Zhang

◆ Software Engineering

- Grigory Fedyukovich
- Sonia Haiduc
- Chris Mills



Faculty CS Research Area Coverage (cont.)

◆ Interdisciplinary Research

- AI and Machine Learning for Science
 - Shayok Chakraborty, Alan Kuhnle, Xiuwen Liu, Xian Mallory
- AI and Machine Learning for Engineering
 - Piyush Kumar, Xiuwen Liu, Zhenghao Zhang
- AI and Machine Learning for Medicine
 - Alan Kuhnle, Xian Mallory
- AI and Machine Learning for Education
 - Shayok Chakraborty
- Interdisciplinary Data Science
 - Shayok Chakraborty, Alan Kuhnle, Xiuwen Liu, Chris Mills, Gary Tyson, Peixiang Zhao



Faculty CS Research Area Coverage (cont.)



Department of
Computer Science

Admissions ▾

Academics ▾

Research ▾

People ▾

Department ▾

News ▾



Graduate Faculty Research Areas

- **Sudir Aggarwal:** Computer Networks, Cybersecurity, Distributed and Real-time Systems, Search Engines
- **Mike Burmester:** Security, Cryptography, Privacy/Anonymity, Pervasive/Ubiquitous Systems, Lightweight Management
- **Shayok Chakraborty:** Computer Vision and Machine Learning
- **Zhenhai Duan:** Computer Networks, Multimedia Applications, Routing, Network Security, Wireless Networks
- **Grigory Fedyukovich:** Automated software verification and synthesis, Equivalence checking, and Applications
- **David Gaitros:** Software Engineering
- **Xifeng Gao:** Computer Graphics, Computer Vision, Visualization, Robotics, and Fabrication.
- **Michael Gubanov:** Data Science, Large-scale Data Management, Scalable Machine/Deep Learning, Wireless Networks
- **Sonia Haiduc:** Software Engineering, Software Maintenance and Evolution, Program Comprehension, and Verification
- **Lois Hawkes:** Computer Networks, High Performance Computing, Fault-tolerance
- **Viet Tung Hoang:** Cryptography and Algorithms
- **Alan Kuhnle:** Optimization, Machine Learning, and Network Science
- **Piyush Kumar:** Algorithms with applications to Computational Geometry, Computer Graphics, Pattern Recognition, and Machine Learning
- **Xiuwen Liu:** Computer Vision, Pattern Recognition
- **Xian F. Mallory:** Bioinformatics and Cancer Genomics
- **Michael Mascagni:** Stochastic Computing, Monte Carlo Methods and their Applications
- **Chris Mills:** Software Engineering, Artificial Intelligence, and Large Scale Data Analytics.
- **Daniel Schwartz:** Mathematical Logic, Fuzzy Logic, Formal Methods in Artificial Intelligence
- **Gary Tyson:** Computer Architecture, Compiler Optimizations, Mobile Computing, Bioinformatics

Research Area
Coverage

Graduate Faculty
Research Areas

Research Labs and
Groups

Current Research
Funding

Recent Completed
Research Funding

Technical Reports

PhD Graduates

and Sensor Applications, Trust

lyzing software security.



Introduction of Staff

Staff

- ◆ Alisabet Valdes
 - Manages Department Administration
 - Business Manager
 - 253B Love Building
 - 644-5439
 - afvaldes@cs.fsu.edu
- ◆ Edwina Hall
 - Student Appointments
 - Program Assistant
 - 203 Love Building
 - 644-0672
 - ehall@cs.fsu.edu



Staff

- ◆ Lori McFadden
 - Grants Specialist
 - 253B Love
 - 645-8598
 - mcfadden@cs.fsu.edu
- ◆ Jaden Austin
 - Department Contact Point
 - Administrative Support Assistant
 - 253 Love
 - 644-2644
 - jaustin@cs.fsu.edu



Staff (cont.)

- ◆ TBD Course Scheduler
 - Graduate Affairs, Course Registration, Add/drop
 - Graduate Program Assistant
 - 253A Love Building
 - 644-2360
 - csgradforms@cs.fsu.edu



Staff (cont.)

◆ Lauren Higbee

- Undergraduate Advisor & Academic Program Specialist
- 203C Love Building
- 644-8700
- lhigbee@cs.fsu.edu

◆ Amy Sanderson

- Academic Advisor
- 203B Love Building
- 644-3768
- aesanderson@fsu.edu



Staff (cont.)

- ◆ Daniel Clawson

- Graduate Advisor & Academic Program Specialist
- 203D Love Building
- 645-4975
- clawson@cs.fsu.edu

- ◆ Robert Roy

- System Administrator
- 208E MCH
- 644-5439
- roy@cs.fsu.edu



Advice from the Chair

Advice from the Chair

- ✓ A good GPA is very very important!!
- ✓ Don't underestimate the effort to complete graduate courses
 - Plan well and do not procrastinate
 - Go deeper on research topics of interest
 - **DO NOT COMMIT HONOR CODE VIOLATIONS**
 - The consequences are serious and do not risk your career and opportunities
- ◆ Take your teaching and research assistantship seriously
 - ◆ An assistantship is more than the stipend
 - ◆ If you do not do your job, you will lose it



Advice from the Chair (cont.)

- ◆ Talk to the faculty to learn their research interests
 - They are the most valuable resources and take advantage of their experience and knowledge
 - Use Google Scholar and other resources to understand faculty
- ◆ Strive to become an RA and do summer internship
 - Take your research assistantship seriously
 - Dig deeper and understanding why and how algorithms and systems work could make you stand out
 - Summer internships give you valuable experience
- ◆ Publications matter!
 - Publications are mandatory to graduate with a PhD
 - Expand your opportunities and choices
 - Help secure competitive internships and job positions



Advice from the Chair (cont.)

- ◆ Unsupported graduate students who wish to obtain support:
 - You must have an English proficiency test on record (either iBT speaking score of 23 or higher or FSU SPEAK test of 45 or higher)
 - FSU SPEAK test scores of 50 or higher will result in a higher priority for appointment.
 - When additional TA positions are available, priority will be mainly based on your GPA and the number of **software and systems core courses taken at FSU**
 - Cheating or other unacceptable behavior will disqualify a student from consideration
 - Should consider seeking employment in other departments or units on campus.



Succeeding in the Pandemic

- ◆ COVID-19 creates additional challenges
 - Follow the best practices to minimize risk
 - Get vaccinated and wear a mask
 - Avoid high risk activities
 - Manage time well
 - Balance study, work, and enjoyable activities
 - Maintain mental health is vital
 - ACM would be a place to make life-long friends
 - Plan well and avoid procrastinating
 - Ask for clarification **early** when not clear
 - Prioritize tasks
 - Web & social interactions can wait most of time
- ◆ Feel free to stop by my office 259 Love or email me at liux@cs.fsu.edu



Degree Programs and Academics

PS. all of the following information can be found on department and university web pages!



Degree Programs

- ◆ PhD Degree requirements
- ◆ MS major in Computer Science
- ◆ MS major in Cybersecurity
- ◆ MS major in Computer and System Network Administration (CSNA)
- ◆ MS major in Computer Criminology
- ◆ MS in Interdisciplinary Data Science major in Computer Science



PhD Degree Requirement

- ◆ Finish required graduate course work. Students must finish at least 4 of the courses in the required core areas with one course from each area
 - With Masters (4+ courses past the masters)
 - Without Masters (9+ additional courses)
 - Courses required by your PhD committee
- ◆ Maintain and update your portfolio



PhD Degree Requirement

- ◆ Pass qualifying exam (student portfolio defense)
 - Must pass four core course exams
 - At least one course in each of the three core areas
 - Exempt from an exam if get an A- in the course at FSU
 - If fail one or more core course oral exams, then need to pass in the following (Fall/Spring) semester
- ◆ Pass PhD preliminary exam (area exam)
- ◆ Write and defend a prospectus
- ◆ 24 hours of dissertation
- ◆ Write and defend a dissertation



PhD Degree Requirement

- ◆ PhD students must complete the qualifying exam before applying for an MS degree.
- ◆ Publication
 - Primary author
 - In a conference or journal that is ranked B or higher by the Computing Research and Education Association (CORE) [<http://www.core.edu.au>]
- ◆ Other requirements: teaching and scholarly engagement (CIS5920)



MS CS Basic Degree Requirements

- ◆ 30 hours of graduate course work
 - DIS, supervised teaching, supervised research, and courses that start with CGS may not be counted as part of the 30 hours.
 - At least a 3.0 GPA (Not 2.99999999999)
 - All courses passed with at least a B-.
 - Written and defended a thesis/project for those tracks.
 - Register for thesis/project defense or comprehensive exam.
 - Applied for graduation
 - There is a seven year time limit from the time you start the degree program until completion.



MS CS Basic Degree Requirements

- ◆ Software (Select one or more)
 - COP 5570 Concurrent, Parallel, and Distributed Programming
 - COP 5621 Compiler Construction
 - COP 5725 Database Systems
- ◆ Systems (Select one or more)
 - CDA 5155 Computer Architecture
 - CNT 5505 Data and Computer Communications
 - COP 5611 Advanced Operating Systems
- ◆ Theory (Select one or more)
 - COT 5310 Theory of Automata and Formal Languages
 - COT 5405 Advanced Algorithms
 - COT 5507 Analytical Methods



PhD Students Obtaining an MS Degree

- ◆ A PhD student cannot obtain an MS CS degree if he/she has an MS in Computer Science or an MS in Computer Engineering from another institution.



Masters of Science (116610)

◆ Thesis Option

- 3 Core Courses 9 Hours
- 4 Graduate Electives 12 Hours
- CIS 5970r Thesis 9 Hours
- CIS 8976 Thesis Defense 0 Hours

◆ Project Option

- 3 Core Courses 9 Hours
- 5 Graduate Electives 15 Hours
- CIS 5915r Project 6 Hours
- CIS 8974 Project Defense 0 Hours

◆ Course Only Option

- 3 Core Courses 9 Hours
- 7 Graduate Electives 21 Hours
- CIS 8966 Comp. Exam 0 Hours
- Must earn a grade of B+ or higher in 6 of the 10 courses taken to graduate.

NOTE: This is the basic program for the 116610 major but each MS CS degree major has these options.



MS (Cybersecurity – 116640)

- ◆ Students are required to take the following courses which (*) satisfy the general core course requirements:
 - CIS 5370 Computer Security
 - CIS 5371 Cryptography
 - CNT 5412 Network Security, Active and Passive Defenses
 - CNT 5505 Data and Computer Communications*
 - CNT 5605 Computer and Network Administration
 - CIS 5627 Offensive Computer Security
 - CAP 5137 Software Reverse Engineering and Malware Analysis



MS (Computer Criminology 116660)

- ◆ The degree requirements will include 4 graduate criminology courses and 6 graduate CS courses related to information assurance and computer security for a total of 30 hours.
- ◆ Criminology courses from which MS CC Students are required to take at least three:
 - CCJ 5016 Crimes of the Powerful (3)
 - CCJ 5285 Survey of Criminal Justice Theory and Research (3)*
 - CCJ 5606 Survey of Criminological Theories (3)*
 - CCJ 5607 History of Criminological Thought (3)
 - CCJ 5636 Comparative Criminology and Criminal Justice (3)
- ◆ Computer Science Courses Required for MS CC Students:
 - CIS 5370 Computer Security (3)
 - CNT 5412 Network Security, Active and Passive Defenses (3)
 - CNT 5505 Data and Computer Communications (3)*
 - CNT 5605 Computer and Network Administration (3)
 - COP 5611 Advanced Operating Systems (3)*
 - COP 5725 Database Systems (3)*



MS (Computer and Network System Administration 116620)

- ◆ The degree requirements will be 30 hours, from a thesis, project, or course-only option.
- ◆ The MS CNSA degree program has an experience requirement to complete system administration internship,
 - May be fulfilled by working for the CS Department systems group or other local system administration internships on campus.
- ◆ Computer Science Courses Required for MS CNSA Students:
 - CDA 5155 Computer Architecture (3)
 - CNT 5412 Network Security, Active and Passive Defenses (3)
 - CNT 5505 Data and Computer Communications (3)
 - CNT 5605 Computer and Network Administration (3)
 - COP 5611 Advanced Operating Systems (3)
 - COP 5570 Concurrent, Parallel, and Distributed Programming (3)



MS (Interdisciplinary Data Science majoring in CS)

- ◆ The degree requirements will be 30 hours (course-only option). There is no project or thesis option for this degree.
- ◆ The program requires at least 30 credits to complete a course-based degree. All students will complete a common set of core courses (18 credits) and a minimum of 12 credits of CS electives

Semester 1	Semester 2	Semester 3
Math for Data Science (3) MAP 5196	Machine Learning (3) STA 5635	CS Elective (3)
Introduction to Data Science (3) Offered by Computer Science	Data Mining (3) CAP 5771	CS Elective (3)
Applied Regression Methods (3) STA 5207	Data Ethics (2) Offered by Philosophy	CS Elective (3)
Professional Development Seminar (1) Offered by Statistics	CS Elective (3)	



MS (Interdisciplinary Data Science majoring in CS)

Interdisciplinary Data Science core coursework: (*All DS students take these classes*)

- Mathematics for Data Science (3)
- Introduction to Data Science (3)
- Applied Regression Methods (3)
- Machine Learning (3)
- Data Mining (3)
- Data Ethics (2)
- Professional Development Seminar (1)

Required Electives: (*both are required*)

- Advanced Topics in Data Science (3)
- Advanced Data Mining (3)

Restricted Electives:

*One course in Cybersecurity chosen from
the following, based on student
background:*

- Computer Security Fundamentals for Data Science (3)
- Computer Security (3)

One course from the following:

- Deep and Reinforcement Learning (3)
- Artificial Intelligence (3)
- Parallel and Distributed Systems (3)
- Computer Architectures (3)
- Data and Computer Comm (3)
- Computer and Network Admin (3)
- Concurrent, Parallel, and Distributed Programming (3)
- Advanced Operating Systems (3)
- Database Systems (3)
- Advanced Algorithms (3)
- High Performance Computing (3)



Academic Regulations

All of the following information can be found on Department and University Web Pages

The Following is an excerpt from the University Web site: “**Remember . . .**

Information about FSU policies and procedures is available on the University's website and the School's website. "I didn't know" is NO excuse. Stay informed! Be proactive!”



Suspension, Dismissal, and Reinstatement

- ◆ Students who have missed any two consecutive terms must apply for readmission.
 - Note: You cannot apply for graduation if you are not an active student.
- ◆ Students who fall below a 3.0 during one term will be placed on academic probation.
- ◆ Students who fall below a 3.0 for two consecutive terms will be automatically dismissed by the University.
 - The student's major professor may petition the academic dean and the Dean of the Graduate School for consideration of Special Circumstances.
 - It is very rare that a student be allowed more than one additional term of probation.



Withdrawal from University

- ◆ Dropping all classes does not constitute withdrawal from the University.
- ◆ Withdrawals are initiated in the Withdrawal section of the Registrar's office.
- ◆ Students must be passing the course at the time of withdrawal to receive a "W" otherwise an "F" is given as a grade.
- ◆ Students may not be automatically dropped from classes they do not attend and you cannot automatically be withdrawn from the University.
- ◆ The Department nor the University can drop you from your last class.
 - The Department nor the University can withdraw you from the University. You must initiate this action yourself.
- ◆ Medical Withdraws cannot be applied to selective classes. They must be applied to all classes for that term.



Drop/Add of Classes

- ◆ The deadline for students to drop a course without the Dean's permission or grade liability is at the end of the 7th week of classes.
- ◆ Students are financially liable for tuition for all courses that appear on their schedule after the 4th day of classes (the end of the official drop/add period).
- ◆ Approval of the Academic Dean is still required to reduce the academic load below 12 semester hours (9 hours for those on assistantships) or increase the academic load above 15 semester hours.



Withdrawal

- ◆ Note: Rule 6C7.002(9)(b) stipulates that 25% adjustment in tuition is only through the end of the 4th week of classes.
 - Student withdraws during 1st week of classes - no grade or tuition liability.
 - Student withdraws during 2nd to 4th week of classes - no grade liability and 25% adjustment in tuition.
 - You are liable for 75% of the tuition.
 - Student withdraws during 5th to 7th week of classes - no grade liability and full tuition liability.
 - After the 7th Week, full grade liability and full tuition liability



Grade Descriptions

P	Passing	NGP
S	Satisfactory	NGP
U	Unsatisfactory	NGP
I	Incomplete	NGP
IE	Incomplete Expired	0.00
NG	No Grade	NGP
GE	No Grade Expired	0.00
W	Withdraw Passing	NGP
WD	Withdraw Dean's Perm	0.00



Full Time Student Requirement

- ◆ Normal Full-Time Load – 9 hours
- ◆ Fellowship Students – 12 hours
- ◆ Teaching and Research Assistants – 9 or 12 hours
- ◆ Maximum Load without Dean's Approval – 15 hours
- ◆ Maximum Waiver (Florida Residents) – 9 hours
- ◆ Maximum Waiver (Out-of-State) – 9 hours
- ◆ All full-time CS students are required to take at least 9 hours unless given permission by the Department to be a part time student, enrolled during a summer term and is self-supported, or is an international student in their final semester and not on support.
- ◆ All teaching assistants, research assistants, and those on fellowship must be full-time students.



Common Mistakes to Avoid

- ◆ Skipping more than one term before defending a project or thesis.
 - Must reapply for admission.
- ◆ Taking only undergraduate courses (CGS5xxx)
 - Automatic probation (no GPA for the semester)
- ◆ Dropping the only graduate course for the semester
 - Automatic probation (no GPA for the semester)
- ◆ Not completing all UG prerequisites.
- ◆ Not completing all required courses.
 - Taking more electives.
- ◆ Individuals on research committee that have no standing at FSU.
- ◆ Not applying for graduation before the deadline.
- ◆ Not registering for thesis defense, dissertation defense, or comprehensive exam.



Spring Term Important Dates

- ◆ Jan 4 – Drop/Add begins
- ◆ Jan 5 – Classes begin, late registration for those who had not registered for any class
- ◆ Jan 10 – Last day to submit department waivers, last day to add courses without permission, last day to cancel enrollment and have fees removed, Last day to drop/add classes and have fees adjusted, Last day to pay or defer fees for all students without a \$100 late fee
- ◆ Jan 11- Last day to pay or defer tuition, housing, or fees for all students, including veterans who are not using a veteran deferment, without a \$100.00 late fee. Veterans should contact a VA representative with questions.
- ◆ Jan 17 – Martin Luther King Jr. Day – No Classes



Fall Term Important Dates Cont.

- ◆ Feb 18 – End of seventh week of semester.
 - Last day to submit form requesting S/U grading or to change S/U option back to a regular grade.
 - Last day to reduce course load without the permission of academic dean. Dean's permission required to drop below twelve semester hours.
 - Last day to drop a course without receiving a grade.
 - Last day to withdraw from school without receiving a grade.
 - Last day to petition to reinstate class schedule cancelled for nonpayment of tuition.
 - Last day for doctoral students to take and pass their preliminary examination in order to add or convert dissertation hours for the current semester.
 - Financial Aid deferments expire. Full tuition payment must be received to avoid a late payment fee.
 - Final payment for installment contracts due.



Fall Term Important Dates Cont.

- ◆ Mar 7 – Summer/Fall 2022 Registration Begins
- ◆ Mar 14-18 – Spring Break. No classes
- ◆ Apr 1 – End of 12th Week of Semester
 - Deadline to drop **with** Dean's permission
- ◆ Apr 22 – Last Day of Classes
- ◆ Apr 25-28 – Final Exam Week
- ◆ Apr 29 – End of Semester
- ◆ May 4 – Grades Available Online



Registration

- ◆ DIS/Thesis/Project/Dissertation Hours
 - Courses must be created for each individual student and must be done before the start of the term.
 - Forms can be obtained on the graduate resources section at <https://www.cs.fsu.edu/academics/graduate-programs/>
 - Forms must be completely filled out and signed by the major professor.



Registration

- ◆ Defense of Project/Thesis/Dissertation
 - For Project/Thesis/Dissertation defense, the student must take at least two hours of Project/Thesis/Dissertation in the semester of graduation.
 - You must create and sign up for Thesis Defense (CIS8976), Project Defense (CIS 8974), Comprehensive Exam (CIS 8966) or Dissertation Defense (CIS8985).
 - You must also apply to graduate in the term you wish the degree. If for some reason you do not graduate, you must apply to graduate again.
 - Example: You apply to graduate in the current term and you are not able to finish your thesis but you have registered for Thesis Defense. You must apply to graduate again and you must register for the Thesis Defense a second time. Your previous Thesis defense course will be dropped by us.
 - In your last semester if you are not on support and you just need to complete your project, thesis, or dissertation, then you need to sign up for at least 2 hours.



Misc. Policies and Regulations

- ◆ Thesis/Dissertation Students must consult the Grad School webpage for a complete list of deadlines and required documents in the semester they intend to graduate.
- ◆ Project Defenses must be done by the last day of class in order to qualify for graduation.



Computer and Network Security

Yu Wang



CS E-mail

- ◆ You should check your CS account (@cs.fsu.edu) e-mail at least once a day as this is how the department will communicate with you.
- ◆ You will also have an FSU e-mail account (@my.fsu.edu) provided by the University.



Teaching/Research Assistants



Eligibility

- ◆ Full time student and admitted to the department.
- ◆ Good Academic Standing (3.0+ GPA) at all times.
 - Students on academic probation are not considered students in good standing by the University.
- ◆ Continue to make progress towards a degree in the Computer Science Department.
- ◆ Perform duties to the satisfaction of the Department and/or your assigned supervisor.



Limitations on Department Support

- ◆ Department Support means an assignment as a Teaching Assistant (M9184), Grader (W9185), or System Administrator (Z9185).
- ◆ Lower priority for support will be given to students who have been in the program too long:
 - Master Degree - 2 Years
 - PhD (with Masters) – 5 Years
 - PhD (without Masters) – 6 Years
 - PhD students must also meet intermediate milestones.
- ◆ See
 - <http://www.cs.fsu.edu/academics/departments-rules>
 - <http://www.cs.fsu.edu/academics/graduate-programs/phd-progress>



University Requirements for TAs

- ◆ For international students, certification in spoken English is required (a passing IB-TOEFL or SPEAK test score)
- ◆ PIE Conference or departmental TA training
 - We currently require all TAs to attend the PIE conference once, in the first year you are a TA
- ◆ Sexual Harassment Training session
 - Available at the PIE Conference
- ◆ These policy trainings are required for ALL FSU TAs!!!



TA Job Levels

- ◆ Category 1: Grader
 - May include grading, course management duties, office hours. No larger direct contact with students.
- ◆ Category 2: Recitation Instructor
 - May involve leading recitations or larger student help sessions, help lab, as well as Level 1 type duties
- ◆ Category 3: Primary Instructor for lower-level course
 - Instructor of record for a 1000- or 2000-level courses
 - TA must have 18+ hours of grad credit in CS
- ◆ Category 4: Primary Instructor for upper-level
 - Instructor of record for a 3000- or 4000- level course
 - TA must have 30+ hours of grad credit in CS (or hold an MS already)
- ◆ Category 5: TA/Grader for 5000-level grad courses
 - May involve grading and assisting in graduate-level courses.
 - TA must have 18+ hours of grad credit in CS, 50+ on SPEAK or equivalent. Must also take extra PIE training in first semester working in a Category 5 role.



Language Requirements

- ◆ A 23 or above on the IBT/TOEFL meets the Spoken English requirement
- ◆ SPEAK test scores:
 - 45 (or 23-24 IBT/TOEFL) qualifies TA for grading (Category 1)
 - 50 qualifies TA for Category 2 (or higher).
- ◆ Exemptions to this policy must be approved by the Director of the Center for Intensive English Studies and the Graduate School. If granted, students **must** meet the standards after the first semester.



What We Look for in TAs

- ◆ Excellent English and communication skills.
- ◆ Higher than average academic performance.
 - Average GPA is 3.5
- ◆ Strong computer science background.
- ◆ Specific technical or academic background.
- ◆ Strong work ethic.
- ◆ Punctuality.
- ◆ Honesty and integrity.



Probable Causes for Dismissal

- ◆ Failure to make academic progress.
- ◆ Failure to perform duties.
- ◆ Failure to show up for assigned class periods.
- ◆ Failure to show up for required meetings.
- ◆ Failure to report to school on the required date.
- ◆ Inappropriate, rude, or abusive behavior in the classroom.
- ◆ Inappropriate or rude communication with students within or outside the classroom.



Probable Causes for Dismissal

- ◆ Unauthorized absence from school during your appointment
 - Example: Switching sections in the summer term with other TAs. Leaving FSU before the end of your appointment. Arriving at FSU after your appointment starts.
- ◆ Low academic performance
- ◆ Breaches of academic honor code
- ◆ Breaches of Federal or State laws



Appointment Papers

- ◆ Each student must be appointed to the position each term and must sign an appointment paper.
- ◆ The Appointment Paper is a contract of employment which states begin and end dates, hours per week, and salary.
- ◆ Appointment Papers once signed need to be e-mailed to Edwina Hall (ehall@cs.fsu.edu).
- ◆ All students must have a social security number and must have applied for direct deposit.
- ◆ Graduate Assistants are expected to be in Tallahassee and available for work for the duration of their appointment. You should not leave before the deadline to turn in the grades.



Other Employment

- ◆ A graduate student supported by an assistantship providing \geq \$7500 during the semester cannot have other employment or a fellowship without the department chair's permission.
- ◆ A graduate student supported by a fellowship providing \geq \$7500 during the semester cannot have other employment or a university assistantship without the department chair's permission.



TA Duties and Responsibilities

- ◆ Regular meetings with assigned faculty
- ◆ Design course
- ◆ Compile syllabus
- ◆ Hold office hours
- ◆ Respond to e-mail from students and the course supervisor in a timely manner
- ◆ Grade exams/papers/projects
- ◆ Duplicate materials
- ◆ Present new material
- ◆ Keep class records
- ◆ Proctor exams
- ◆ Assign course grades
- ◆ Other duties as assigned by faculty



Graduate Student Financial Support Policy

- ◆ The department gives priority to students who were admitted with full financial support (20-hour TA/RA appointment or fellowship) and PhD students who were admitted without support, but have passed the PhD Preliminary exam. The general departmental policy is to continuously support such students in the Fall and Spring semesters (the department has very few TA positions in the summer) until they graduate, provided that sufficient funds are available. Typical duration of continuous support for Fall and Spring semesters is as follows.
 - 6 years for PhD students who entered the program without an MS degree in CS
 - 5 years for PhD students who entered the program with a CS MS degree
 - 2 years for MS students



Requirements for continuous TA funding support for PhD students

For continuous TA support, PhD students have three levels of priorities: Tier 1, Tier 2, and Tier 3, with Tier 1 being the highest priority. As of Spring 2018, all students in all of the three levels of priorities are funded by the department (but this may change in the future). All students in any priority group for TA support must meet the following requirements:

- ◆ Making minimum satisfactory progress toward the degree as specified in **<http://www.cs.fsu.edu/academics/graduate-programs/phd-progress/>**
- ◆ Satisfying all university requirements for being a teaching assistant, including passing the English speaking test for foreign students.
- ◆ Performing assigned duties (e.g TA/RA duties) satisfactorily and reliably.
- ◆ Informing the department in sufficient advance the desire to be supported and the commitment to the duties assigned by the department.



Requirements for continuous TA funding support for PhD students cont.

A PhD Student who (1) was admitted with full financial support (20-hour TA/RA appointment or fellowship), or (2) was admitted without financial support, but has passed the PhD Preliminary exam, is in the **Tier 3 priority group** if the student meets the above requirements.

- ◆ A PhD student who meets the above requirements is in the **Tier 2 priority group** if the student is identified by a tenure-track faculty as a Tier 2 TA.
- ◆ A PhD student who meets the above requirements is in the **Tier 1 priority group** if the student is identified by a tenure-track faculty as a Tier 1 TA.
- ◆ The department maintains the tier-3 list. Tenure-track faculty must identify their tier-1 and tier-2 TAs by July 1 for the Fall semester and October 15 for the Spring semester.



Requirements for continuous TA funding support for MS students

MS students admitted with financial support are defaulted to the **Tier 1 priority group** for the same level of support when admitted. As of Spring 2018, all students in the priority group are funded by the department. To remain in the top priority group, an MS student must

- Make minimum satisfactory progress toward the degree: maintaining a 3.0 GPA and completing the degree within 2 years.
- Satisfy all university requirements for being a teaching assistant, including passing the English speaking test for foreign students.
- Perform assigned duties (e.g TA/RA duties) satisfactorily and reliably.
- Inform the department in sufficient advance the desire to be supported and the commitment to the duties assigned by the department.



Lower Priority for Continued TA Support

- ◆ International Students
 - Obtained only a 45 on the SPEAK test.
- ◆ MS students
 - Have been in the MS program for 2 full years.
- ◆ PhD students with MS elsewhere
 - Not passed qualifying exam after 2 years.
 - Not passed qualifying+preliminary exams after 3 years.
 - Not completed degree after 5 years.
- ◆ PhD students starting with BS or MS here
 - Not passed qualifying exam after 3 years.
 - Not passed qualifying+preliminary exams after 4 years.
 - Not completed degree after 6 years.



RA Duties and Responsibilities

- ◆ Regular meetings with assigned faculty
- ◆ Conduct research in accordance with direction from assigned faculty member
- ◆ Hold regular office hours
- ◆ Maintain proficiency in assigned technical area
- ◆ Make progress on assigned research area
- ◆ Other duties as assigned by faculty



Paychecks

- ◆ Initial paychecks typically come within four weeks after you initially start work or sign appointment papers.
- ◆ All Fellowship Students, Teaching Assistants, Research Assistants, and Student Workers **MUST HAVE DIRECT DEPOSIT.**



Tuition Waivers

There are three items that are required before tuition waivers are entered:

1. Appointment as a graduate assistant with an appointment code of M9182, M9184, W9185, Z9185, or N9185
2. Full time student registered for at least nine hours of graduate credit. (12 if you are an in-state FL resident)
3. Your schedule must be firm by the add/drop deadline close of business. (Classes may change but the number of hours must remain the same).

Completed Tuition Waiver Receipt

- Daniel Clawson will send e-mail to grads when they are ready.
- Signed copies can be e-mailed to him at clawson@cs.fsu.edu



Appointment Codes

- ◆ M9182 – Research Assistant working with a faculty member on a grant within the Department or School of Computational Sciences
- ◆ M9184 – Graduate Teaching Assistant with responsibility for teaching their own class (Levels 3-4)
- ◆ W9185 – Graduate Assistant in Teaching is usually a lab recitation leader or grader. This is most everyone (Level 1-2)
- ◆ Z9185 – System people or webmaster. You know who you are.



What does the Tuition Waiver Pay?

- ◆ The tuition waiver does not cover ALL expenses, only tuition. Students are required to pay the “Fees” portion of their tuition liability.



Health Insurance Supplement

- ◆ Students on an assistantship with a tuition waiver are eligible for a health insurance supplement.
- ◆ Must be a full-time student.
- ◆ The supplement is applied towards the University-Sponsored health insurance plan only.
- ◆ Visit the websites for the Graduate School (www.gradstudies.fsu.edu) and Health and Wellness Center (studentinsurance.fsu.edu) for detailed information about the supplement and insurance plans available through the University.



Establishing Residency

- ◆ Each student who is US citizen and is not a Florida resident must apply for Florida state residency or he/she will have to pay his/her out-of-state tuition next year.
- ◆ To get this accomplished you will have to do this before the first day of class for which you have been admitted to graduate school. Please review the memorandum and complete the form ASAP.
- ◆ Please contact the Registrar's Office or Admissions with questions about residency.
- ◆ Time Extension Requests



What's next?

- ◆ Initial Advising Form
 - Initial Advising Sign-Up Sheet
- ◆ Semester Advising Form
 - Schedule a time to meet with your advising professor
- ◆ Appointment Letters (if applicable)
 - Contact Daniel Clawson via e-mail clawson@cs.fsu.edu or on zoom (Meeting ID: 850-645-4975)
- ◆ Speak Test (if applicable)
 - Contact Daniel Clawson via e-mail clawson@cs.fsu.edu or on zoom (Meeting ID: 850-645-4975)
- ◆ PIE Conference
- ◆ Health Insurance & Immunization Waiver



Questions?

