Guidelines for Enrolling in the MSCS Research Project Course – COSC 5380
Department of Computer Science

Before formally enrolling in the Research Project course, a graduate student is required to have successfully completed the graduate core of COSC 5330, COSC 5340, COSC 5350 and COSC 5360.

Prior to enrolling in COSC 5380, a student must:

1. Contact a graduate faculty member who will serve as the student’s research project advisor.
2. Contact two other graduate faculty members who, along with the research project advisor, will form the student’s research project committee.
3. Develop, under supervision of the advisor, a 1-2 page summary of the proposed research including the schedule and timeline for deliverables.
4. Complete a research project application form once the student and advisor agree to the above summary from item 3. Once complete, the faculty advisor should send this form along with the above summary to the department office for processing.
5. Retrieve the processed application form from the department office once the form is ready (usually in a week).
6. Obtain the course call number for COSC 5380 from the departmental office and enroll. The student is not allowed to enroll in COSC 5380 without permission from a faculty research project advisor.

The student should be aware that the above process will have to be repeated if the student wishes to change research project topics or faculty advisors after enrolling in COSC 5380. Thus such change may delay the student’s expected graduation date for another semester.

Following enrollment in COSC 5380, the student must:

1. Allocate at least nine (9) hours a week to work on the project during the semester. This is based on 3 hours of work per credit hour. The ruling holds for the 10-week long summer session. Note that not all faculty may be available during the summer.
2. Schedule appointments and meet with the advisor on a regular basis (preferred weekly) to obtain guidance, direction, and validation of research results.
3. Use a thesis template as a model to format the research project report, upon consultation with the advisor.
4. Submit a reasonably complete draft of the report at least four (4) weeks prior to the first day of scheduled final exams for the semester to the entire committee. Within two weeks, the committee will provide oral and written comments to the student with recommended improvements to the project report.
5. Submit five (5) copies of the corrected research project report to the departmental office at least one (1) week prior to the first day of scheduled final exams for the semester. The copies are for the committee members, computer science departmental records, and the student.
6. Coordinate with the departmental administrative assistant to schedule an oral presentation (of approximately 30-45 minutes in duration including time for questions from the audience) to the committee. The public component of the presentation is open to the entire departmental faculty, students, and guests. The deliberations during the executive session are limited to the committee. Because of this, the date of the oral presentation may be standardized by the department for all COSC 5380 students in a semester.

Following the oral presentation, the committee may either approve the project (by signing the report) or instruct the student on what further work that needs to be addressed toward the successful completion of the research project course. Following the committee’s approval, one copy will be forwarded to the department, based on which the Chair will transmit a grade of CR to the Registrar’s office.

If the student fails to complete the above tasks and submit within the enrolled semester, the student will receive a grade of NC for the course. The student will then have to re-enroll in COSC 5380 the following semester in order to complete the remaining tasks (including scheduling the oral presentation). The department may limit the number of times a student can re-enroll in COSC 5380, so failure to complete the project may prevent the student’s graduation.
COSC 5380
RESEARCH PROJECT

NAME: _______________________________ ID.#: _______________________________

RESEARCH PROJECT ADVISOR: _______________________________

RESEARCH PROJECT COMMITTEE: (2) _______________________________

ATTACH A 1-2 PAGE SUMMARY OF PROJECT AND A SCHEDULE FOR DELIVERABLES.

Please fill in the following information:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Semester taken/planned</th>
<th>School</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>COSC 5330</td>
<td>Operating Systems</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>COSC 5340</td>
<td>Programming Languages</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>COSC 5350</td>
<td>Data Communication and Networks</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>COSC 5360</td>
<td>Database Design</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Student Signature _______________________________ Date __________

Research Project Advisor Signature _______________________________ Date __________

Research Project Committee Member Signature _______________________________ Date __________

Research Project Committee Member Signature _______________________________ Date __________