Master of Software Development
SCHOOL OF COMPUTING | UNIVERSITY OF UTAH

Student Handbook

Please email msd-advisors@cs.utah.edu with questions.

Administration

Kahlert School of Computing Director- Mary Hall, mhall@cs.utah.edu

Master of Software Development Program Director- Matthew Flatt, mflatt@cs.utah.edu

Instructors- Ben Jones, Varun Shankar, J. Davison de St. Germain, Nabil Makarem, msd@cs.utah.edu

Academic Advisors- Leslie Wallwork & Sammie Riley, msd-advisors@cs.utah.edu

KSoC Support Staff- Todd Green, Scott Ostrander, Phil Shaw, Jared Blatnick, support@cs.utah.edu

KSoC Front Desk- frontdesk@cs.utah.edu

Program Requirements

Curriculum

The Master of Software Development (MSD) Program is comprised of nine required courses and one Capstone Project/Internship. Each course is four credit hours for a total of 40 credit hours for the program. The duration of the MSD Program is 16 months (Fall/Spring/Summer/Fall).

Additional courses may be taken but not used toward the Program of Study for completion of the program. No substitutions, waivers, or transfer credits are allowed for the MSD Program.

Fall (Year 1)

        CS 6010 Introduction to Software Development
        CS 6011 Computer Programming
        CS 6012 Data Structures and Algorithms

Spring (Year 1)

        CS 6013 Systems 1 (Computer Architecture + Operating Systems)
        CS 6014 Systems 2 (Computer Networks + Security)
        CS 6015 Software Engineering

        *Must pass 2/3 spring courses to enroll in summer courses.

Summer (Year 1)
        CS 6016 Database Systems and Applications
        CS 6017 Data Analytics and Visualization

        *Must pass one of the summer classes to enroll in fall(2) courses.
        *Optional CS 6945- Internship Credit for international students to enroll in CPT for 1 credit during the summer semester. All CPT requests must be approved by both the department and International Student Scholar Services (ISSS).

Fall (Year 2)
        CS 6018 Application System Design
        CS 6019 Master of Software Development Project
        or CS 6800 Capstone Internship

There are no electives in the MSD program and required courses for the degree are intended to fill a student's schedule over the four regular MSD semesters. For students who want to explore topics outside of the MSD curriculum, MSD students are allowed to take other graduate courses within the School of Computing.

An MSD student who wishes to take additional graduate courses in the spring semester after MSD coursework could refrain from declaring graduation candidacy in the fall, and instead stay enrolled as a matriculated student. Additional courses are not covered by MSD tuition, however; students who take additional courses would be responsible for additional tuition. Graduate courses often have no formal prerequisites, but still assume a certain kind of background from students. The course instructor and MSD instructors can provide advice about well the MSD course material aligns with the background assumed by a particular course.

Registration Requirements

Students must be registered each semester of the program, or they will be automatically discontinued by the Graduate School.

The Academic Advisor will register each student for all courses. Students are reminded that they are responsible for ensuring enrollment each semester as well as dropping or withdrawing from courses through CIS or the Registrar's Office*. University holds must be cleared before registration and the Academic Advisor should be notified once the hold is removed.

Fall (Year 1) courses follow a different drop/withdrawal deadline than the rest of the University classes. Please contact the Registrar's Office for deadlines to avoid tuition charges.

Grades

- A grade of B- or higher in courses
- A grade of B or higher in the Project
- The cumulative GPA must be at least 3.0

Failure to meet the minimum grade requirements will result in repeating the course the following year.

Academic Misconduct and Dismissal Policy

Any course listed as CS xxxx or any equivalent course will subsequently be referred to simply as a CS course. Any student who receives two failing grade (below B- for courses and below B for the Capstone Project) sanctions in CS courses due to academic misconduct will be subsequently barred from registering for any additional CS courses. Any student pursuing any SoC degree who receives such sanctions will be immediately dropped from their respective degree program

and will not be admitted to any future SoC program. Note that a failing grade sanction still applies even for students who withdraw from the course after the sanction is imposed. Any failing sanction due to academic misconduct can be appealed. If the appeal is successful then the failing sanction will be lifted. Hence this policy applies only to failing grade sanctions

Full Academic Misconduct Policy: https://www.cs.utah.edu/undergraduate/current-students/policy-statement-on-academic-misconduct/

Supervisory Committee

The Graduate School requires each student to have a committee that is responsible for approving the student's academic performance. The supervisory committee (SVC) consists of three members within the School of Computing and is set per cohort.

Applying for Graduation

Once the supervisory committee is approved through the CIS and SoC Grad Tracking systems, a graduation application must be submitted through CIS: https://registrar.utah.edu/handbook/graduategraduation.php

Leave of Absence Policy

Leave of absences may be granted after the first semester on a case-by-case basis. The Leave of Absence form must be completed and submitted to the Academic Advisor for department approval.

It is the student's responsibility to inform the department and Registrar's Office upon returning and to ensure course registration. If registration is not met, the student will be discontinued from the program and must reapply to be admitted again.

Program of Study

The Graduate School requires candidates for master's degrees to submit a Program of Study listing all coursework required to complete their degree. Courses are listed and approved through the department *Graduate Tracker System*: gradtrack.cs.utah.edu. The Program of Study must be completed once a student has been registered for all 40 credits.

The candidate is required to maintain a 3.0 or higher GPA. A grade below B- (except for the capstone project being a B) is required to graduate. The student supervisory committee and Graduate School must review and approve to be cleared for graduation.

Transfer Credits/Course Waivers

No substitutions, waivers, or transfer credits are accepted toward the Program of Study.

Time Limit

All courses must be completed within the 16-month timeframe unless a course requirement is not meet or a Leave of Absence is granted. If leave is granted, the student and faculty will determine a plan for returning.

UMail

A University assigned student email account shall be the University's official means of communication with all University of Utah students. The University reserves the right to send official communications to students by email with the full expectation that students will receive email and read these emails in a timely fashion. Students are expected to check their UMail account on a frequent and consistent basis in order to stay current with University-related communications.

University ID Card

For access to the MSD classroom, you must have an active UCard. The UCard Office is located in the Student Union Building, Room 225. It is advised to have your UCard before classes begin your first semester. Your UCard allows you to ride free with UTA services.

Laptop Use Policy

Laptops are distributed before the program begins. Upon completion of the program, you will retain your laptop. A student who withdraws from the program for any reason before the completion of the MSD degree must return the laptop within three days of dropping/withdrawing from classes.

Conference Attendance

The MSD program will reimburse you up to $150 for you to attend a conference of your choice related to the program (i.e. Silicon Slopes Summit, Grace Hopper, etc). If presenting at the conference, you may be reimbursed up to $300.

Resources

Financial Aid

Scholarships and financial aid are not available through the School of Computing. There are many student loan programs available to help finance graduate education. Students may contact the University of Utah Office of Scholarships and Financial Aid for additional information and guidance on financial aid and scholarships.

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University of Utah Office of Scholarships and Financial Aid
Student Services Building 201
Phone: (801) 585-6211
financialaid@sa.utah.edu
scholarships@sa.utah.edu

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Student Safety

The University of Utah is committed to maintaining a safe and secure campus for all of the campus community, visitors, and guests. Students should observe the following guidelines to avoid becoming a victim of crime: 1. Be aware of your surroundings at all times. Know where you are, where you are going, and what to expect. Use well-lit walkways at night. 2. Avoid walking alone. Walk in pairs/groups or call for a police escort to your car after dark. Students are encouraged to call the University Police at 801- 585-2677 (801-585-COPS) for after-hours police escort to their vehicle. 3. Be aware of emergency blue light telephones around campus that ring directly to the University Police. All campus payphones can access emergency services by dialing 9- 911. 4. Report suspicious activities or persons to University Police at 801-585-2677 (585-COPS). 5. Do not leave personal items (computer, keys, purse, backpack, etc.) unattended. 6. Register your personal property with the Department of Public Safety. http://dps.utah.edu/crimeprevention/property-registration.php. 7. Secure your computer/laptop. Computer savvy thieves can access your files and personal information. Password-lock your equipment or log off when your computer is unattended. 8. Lock your bicycle in racks outside campus buildings (not to trees or railings). Take easy-to-steal items (helmet, pump, bottles, quick release seat, etc.) with you. 9. Lock the outside door of secured buildings and do not allow unauthorized people in after hours.

Code of Student Rights and Responsibilities

The purposes of the Code of Student Rights and Responsibilities are to set forth the specific authority and responsibility of the University to maintain social discipline, to establish guidelines that facilitate a just and civil campus community, and to outline the educational process for determining student and student organization responsibility for alleged violations of University regulations. University policies have been designed to protect individuals and the campus community and create an environment conducive to achieving the academic mission of the institution. The University encourages informal resolution of problems, and students are urged to discuss their concerns with the involved faculty member, department chair, dean of the college or dean of students. Informal resolution of problems by mutual consent of all parties is highly desired and is appropriate at any time.
http://www.regulations.utah.edu/academics/6-400.html)

Campus Safety/ Responding to Harassment

The University of Utah seeks to provide a safe and healthy experience for students, employees, and others who make use of campus facilities. While the University makes efforts to keep campus safe, individuals should also take steps to ensure their own and others' safety. University procedures and guidelines for campus safety and harassment
https://registrar.utah.edu/handbook/campussafety.php

Student Resources
Campus Operator (801)581-7200
Admissions (Domestic, International, & Residency) (801)581-7785
Bookstore (801)581-6326
Campus Recreation (801)581-3760
Career Services (801 581-6186
Commuter Services (801)581-6415
Counseling Center (801)581-6826
Disability Services (801)581-5020
Health Services, Student (801)581-6431
Housing (801) 587-2002
Housing, Student Family Apartments 581-8667
Marriott Library (801)581-8558
Registrar's Office (801)581-8969
Shuttle (801 581-4189
Student Health Services (801)581-6431
Tuition/Income Accounting (801) 581-7344
Union Building (801)581-5888

Women's Resource Center (801) 581-8030

Counseling Services

Website: counselingcenter.utah.edu/index.php

Rm. 426 Student Services Building

Phone: 801-581-6826

Hours: Monday – Friday 8 a.m. – 5 p.m.

For after-hours emergencies, contact the Mobile Crisis Outreach Team 801-587-3000

Emergency Numbers

Campus Police (801)585-2677 (585-COPS)

Campus Security (Day) (801)581-8669

University Hospital Emergency (801) 581-2291