**Interest**

Response 1: Sent out when a potential applicant approaches us with questions about the MS BAIS program.

Hi,Thank you for your interest in our program.  Can I ask you to look at the MS BAIS web site (<https://www.usf.edu/business/graduate/ms-bais/index.aspx>) as it will answer many of the questions you will have?  The FAQ page may prove especially useful.

Once you have done so, and there are questions remaining, please feel free to contact us again.

**Prerequisite Review:**

Response 1: Sent out when the applicant has not registered for orientation yet.

Hi, Thank you for your request to do a prerequisite check.

However, according to my records you have not yet registered for orientation, and I cannot do the prerequisite check until you do so. So, please register for orientation and send me an email once you have done so. I can then do the prerequisite check. Thanks.

Response 2: Sent out after we have completed the prerequisite review. We obviously filter out the prerequisites that the applicant has met.

Hi, Thank you for your request to do a prerequisite check.

I have reviewed your transcripts and resume from your application, and you have the following prerequisites to complete:

* Systems Analysis and Design - - This has to be completed before you can take Advanced Systems Analysis and Design
* Database Design-- This has to be completed before you can take Advanced Database Systems
* Object Oriented Programming -- This has to be completed before you can take Distributed Information Systems
* Economics
* Financial Accounting
* Statistics - This has to be completed before you can take Analytical Methods for Business

You can find a link with courses you can take to satisfy the prerequisites at <https://usf.box.com/s/9qoqve46ew4re0gdlrsrdmwts8enefdl>

It is of course possible that I overlooked something in either your resume or your transcript that would allow us to waive more prerequisites.  If so, please let me know within 30 days of receipt of this email. ***Please do so by responding to this message, and do not create a message from scratch.***

Response 3: Sent out if applicant has met all prerequisites.

Hi, Thank you for your request to do a prerequisite check.

I have reviewed your transcripts and resume from your application, and you met all prerequisites. I look forward to seeing you on campus.

Response 4: Sent after an applicant has sent a certificate of completion for the assigned courses. If the applicants still has outstanding prerequisites, we adjust the message to make them aware of the remaining prerequisites.

Hi,Thanks for sending the certificates. You have now met all prerequisites and I look forward to seeing you on campus.

**Registration for First Semester**

Before we can register students for the first semester, they must

1. Complete the academic integrity course.
2. Clear their insurance hold.
3. Clear their immunization hold, and
4. Send us their visa if they are an international student, or let us know that they are not.

Response 1: Sent when we receive a student’s visa but they have not complete the other steps yet. We again edit it to make sure it reflects which of the first 3 steps above they still have to complete.

Hi,Congratulations on getting your visa and thank you for sending it to us.

According to my records, you still need to complete the academic integrity course and clear the insurance and immunization holds. You can do so at

[www.SHS.usf.edu](http://www.shs.usf.edu/)

Once you have done so, can you let me know so that I can register you for the first semester courses. I look forward to seeing you on campus.

Response 2: Sent when we receive a student’s visa and they have completed the other steps yet. We again edit it to make sure it reflects which of the first 3 steps above they still have to complete.

Hi, Thank you for sending us your visa and clearing your holds. I registered with you for the first three courses. Can you check it out on OASIS and let me know if you see any problems?

Although we strongly recommend it, if you really want to take a fourth course, please let me know. We highly recommend that you take ISM 6124 Advanced Systems Analysis and Design.

I look forward to seeing you on campus.

Response 3: In order to ensure that we can control which courses students register for in their first semester, we place a COB hold on their records. Although this is explained in the next steps email that they receive, we still get plenty of emails asking us about the COB hold.

Hi, As explained in the next steps email, we use the COB hold to make sure we can register you for the first semester classes. We will remove it when registration for the next semester opens up.

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Thank you for your interest in the Muma College of Business at the University of South Florida for our Artificial Intelligence and Business Analytics - MS program.

You are able to find a lot of our program and application information at our [MS AIBA website](https://www.usf.edu/business/graduate/ms-bais/index.aspx).   We also invite you to connect with one of our ambassadors, as they can answer many of your questions about becoming a new student.

If you have any further questions about the I20 process, please contact [International Student Services.](https://www.usf.edu/world/international-services/about-us/contact-us.aspx)

Keep in mind, we will review applications, until program is full. [Apply Now!](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsecure.vzcollegeapp.com%2Fusf%2F&data=05%7C02%7Csadda%40usf.edu%7Cc10710b50b644a67e14f08dc3a30d209%7C741bf7dee2e546df8d6782607df9deaa%7C0%7C0%7C638449228560408973%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=5cgm6qYA%2FJnAm22N6n39m%2F7nAtlJiAtCI%2BkoDIhz23g%3D&reserved=0)

If you continue to have questions, once you have reviewed our website, feel free to respond and we can chat more.

Thank you for reaching out.  It looks like your application is still pending processing by the Graduate School.  Please reach out again, once you’ve received an email with a decision update.

You are also able to see this within your Oasis portal: <https://my.usf.edu/>.  It will show as the decision processed, once the Graduate School has updated your status.

Thank you for reaching out.  Our department does not offer any scholarships, but you are able to apply for any graduate assistantship positions.  After your first semester, you can apply for our GA position within the department.  You are able to apply for any other GA position across our university, prior to starting your first semester: <https://careers.usf.edu/resources/handshake-2/>

Here is the tuition link: <https://www.usf.edu/admissions/international/admission-information/cost-of-attendance/>

Please let me know if you have any other questions.

Thank you for reaching out.  Our International Student Services team will be able to answer questions about your I20: [globullstart@usf.edu](mailto:globullstart@usf.edu)

You are also able to check your status in iStart: [Welcome to the USF International Services iStart Login Page](https://istart.usf.edu/istart/controllers/start/StartEngine.cfm)

Please keep in mind, it will take them up to 5-7 business days to respond, as this is a busy time of year. We appreciate your patience!

Please let us know if you have any other questions.

Hello!

[Congratulations](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.youtube.com%2Fwatch%3Fv%3DC0cQFyqk4eM%26t%3D3s&data=05%7C02%7Csadda%40usf.edu%7Cc10710b50b644a67e14f08dc3a30d209%7C741bf7dee2e546df8d6782607df9deaa%7C0%7C0%7C638449228560420667%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=QsEhNL2LWxlbY3FvFW13osYzVahRuX4a5cNI4J%2B%2Fqgo%3D&reserved=0)! We are excited to have you join this fall 2024 in our MS in Artificial Intelligence and Business Analytics program.

As a new feature in the application portal, you should now be able to download your acceptance letter (it can take up to 14 business days).  Let me know if you have any issues.

Please read through the checklist items thoroughly.

Fall 2024 Checklist:

1. Register for our mandatory department orientation [here](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fforms.office.com%2Fr%2FTjQCiUUaRH&data=05%7C02%7Csadda%40usf.edu%7Cc10710b50b644a67e14f08dc3a30d209%7C741bf7dee2e546df8d6782607df9deaa%7C0%7C0%7C638449228560431861%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=5B1wCZJZZ%2FtN76xp6MEHaDmEJO358Q7quRG27D0tgWg%3D&reserved=0).
2. **Once you have registered for orientation**, request a prerequisite review. To do so, send an email to [muma-msbais@usf.edu](mailto:muma-msbais@usf.edu) with your U number.  Please send this email **only**to [muma-msbais@usf.edu](mailto:muma-msbais@usf.edu).
3. If you have not yet done so, please activate your USF ID at <https://netid.usf.edu/>.  Most of our subsequent communication with you will be through your USF email account.
4. Complete the academic integrity course with a final score of 85% or better.  We will enroll you for the course and you will receive an email in your **USF email address** inviting you to the course soon after we have completed the prerequisite check.
5. Clear your immunization and insurance holds with Student Health Services.  Student Health Service information can be found at <http://www.usf.edu/student-affairs/student-health-services>. Immunization information is at <http://www.usf.edu/student-affairs/student-health-services/immunizations>, there are phone numbers and an email address available at this site
6. Send a copy of your visa to [muma-msbais@usf.edu](mailto:muma-msbais@usf.edu) as soon as you get it (international students).  You can start the i-20 process at [http://istart.usf.edu](http://istart.usf.edu/) and if you have questions, you can use this email [globullstart@usf.edu](mailto:globullstart@usf.edu).  As a note, **your I-20 will read “Computer Systems Analysis” not “Business Analytics and Information Systems.”**This is normal.  If you do not require a visa to attend, send an email and let me know.
7. Once all of this is done, email your U number to [muma-msbais@usf.edu](mailto:muma-msbais@usf.edu) and request course registration. We will register you for our 3 starting classes. Which three classes we register you for depends on your prerequisites (see step 2). **Also, to ensure we can register you for your first semester courses, we will place a COB hold on your record.  We will remove this once we have registered you.**

Our tentative dates for bootcamp/orientation will be August 19-22.  We will send more information soon.

We will NOT respond to this email address.  If you have any questions, please email [muma-msbais@usf.edu](mailto:muma-msbais@usf.edu)