

## **Frequently Asked Questions for Content 1 & 2**

### **1. Computer Science Department**

Q1: What degrees are offered by the Computer Science Department?

Ans: “The Department of Computer Science offers several advanced degree programs. Students can pursue an M.S. in Computer Science with concentrations in Computer Science, Bioinformatics, or Security and Privacy. Additionally, there is an M.S. in Data Science and Analytics with a focus on Big Data and Machine Learning (BDML). For those seeking a research-oriented path, the department offers a Ph.D. in Computer Science with concentrations in Computer Science or Bioinformatics. The faculty are deeply involved in a range of research areas including artificial intelligence, mobile systems, bioinformatics, databases, digital image and signal processing, graphics, networks, and software engineering.”

Q2: What research areas are emphasized in the Computer Science Department?

Ans: “Faculty in the Computer Science Department engage in a broad array of research endeavors. These include artificial intelligence and neural networks, mobile systems and robotics, bioinformatics, databases, digital image and signal processing, graphics and visualization, networks, parallel and distributed computing, programming languages, simulation and modeling, and software engineering.”

### **2. Student Conduct**

Q1: What is the Student Code of Conduct?

Ans: “The Student Code of Conduct sets forth the University’s expectations for student behavior and their rights. It provides a framework for both academic and non-academic conduct and is designed to promote an environment conducive to academic excellence. The Dean of Students Office is responsible for administering and overseeing the Code of Conduct.”

Q2: Who handles academic and non-academic misconduct?

Ans: “The Dean of Students Office oversees the administration of the Student Code of Conduct. This includes handling both academic and non-academic misconduct cases.”

### **3. Complaints and Conflicts**

Q1: What should I do if I have a conflict with my advisor?

Ans: If you are a Ph.D. or M.S. thesis student and encounter difficulties communicating with your advisor or resolving conflicts, the staff is available to assist you. They can help facilitate effective communication or arrange mediated conversations. It's advisable to seek assistance as soon as a problem arises to prevent escalation.

Q2: How does confidentiality work if I seek help with conflicts?

Ans: When seeking help for conflicts, the staff will respect your request for confidentiality. However, there are legal obligations to report certain issues, such as those related to sexual harassment and violence.

Q3: What is the role of the Office of Ombudsperson?

Ans: The Office of Ombudsperson serves as an impartial and confidential resource for faculty, staff, and students. Their role is to provide advice and ensure fair and equitable treatment. They focus on resolving disputes and achieving fair outcomes for all parties involved.

#### **4. General Class Registration Information**

Q1: How can I register for classes and manage my enrollment?

Ans: Students use Panther Access to Web Services (PAWS) for most enrollment processes, including class registration, accessing online coursework, managing financial aid, and paying tuition. You can access PAWS at <http://paws.gsu.edu/>. Each semester, you will receive a time ticket indicating when you can begin registering for classes. Registration priority is given first to students scheduled to graduate in the upcoming term, followed by continuing students based on earned credit hours.

Q2: What should I do if a class is full?

Ans: Due to high enrollments, some graduate courses may fill up quickly. To manage this, a waitlist function has been implemented as of Summer 2022. You can add yourself to a waitlist for a full course through PAWS. If a seat becomes available, students at the top of the list will be notified via their GSU email and given 24 hours to register. If you do not register within this timeframe, the next student on the list will have the opportunity to enroll.

Q3: Are there any restrictions on the number of graduate courses I can register for?

Ans: Students are limited to registering for no more than three 6000/8000-level classroom-taught courses per semester. This limitation is due to the significant time commitment required for graduate courses and the simultaneous responsibilities of GTA/GRA/Grader

duties. Taking more than three graduate courses may affect your ability to manage your duties effectively. Violating this policy may result in the revocation of your current GTA assignment or a lower priority for GTA assignments in future semesters. Additionally, excess courses may be automatically dropped to ensure compliance with this policy.

Q4: What should I do if I need approval for certain courses or have other registration issues?

Ans: For courses requiring departmental approval, please email the CS department administrative contact listed under the Graduate Team section 1.1. For all other registration-related issues, please reach out to the contact specified as the 1st Option for Academic Help in the Graduate Team section 1.1.

## **5. Course Transfer**

Q1: How do I request to transfer a graduate course?

Ans: To request the transfer of a graduate course, you need to contact the College Academic Advisor (refer to Section 1.1 for contact details). Submit your waiver request using the form available at [this link](#). You must provide a copy of the course syllabus or satisfactory documentation of the course content, and an official transcript or a copy from your Graduate Admission file. For Ph.D. students, requests should be made after passing the qualifying exam, while M.S. students should submit their requests during their first semester. Requests submitted outside of these time frames will not be accepted. Please allow at least 4 weeks for processing, and you can check the status of your request on [PAWS](#).

Q2: What are the requirements and restrictions for transferring credits?

Transferred coursework must adhere to the seven-year limit for master's degrees and the ten-year limit for doctoral degrees. All transfer credits must come from an accredited graduate institution and must have earned a letter grade of "B" or above. No courses graded "S/F" or "P/F" are accepted. Master's candidates can transfer up to 6 semester hours, while doctoral candidates can transfer up to 30 semester hours. Generally, transferred credits cannot count as CORE course credits, though exceptions may apply for senior Ph.D. students who transfer with their advisors. Information provided for credit transfer must be accurate, as falsification may lead to cancellation of enrollment or disciplinary action.

## **6. Course Waiver (including Foundation Course Waiver)**

Q1: How can I request a course waiver or foundation course waiver?

Ans: To request a course waiver, including a foundation course waiver, contact AGD A. Submit your waiver request using the form available at [this link](#). Ensure that you provide the following documents as a single PDF file: the syllabus or course description for each course and an official transcript or a copy from your Graduate Admission file. Requests are recommended to be submitted during the first semester, and processing may take at least 4 weeks. You can check the status of your request on [PAWS](#).

Q2: What is the difference between foundation courses and pre-requisite courses?

Ans: Foundation courses are background knowledge expected by the graduate CS program for success in the program, and they will not count towards your degree or appear on your transcript. They do not prevent registration for the semester but ensure that students have the necessary background. Students are responsible for ensuring they have the appropriate preparation.

Q3: What happens if the information provided is inaccurate?

Ans: Information provided for course waivers must be accurate. Falsified or inaccurate information may result in cancellation of enrollment or disciplinary action.

Q4: 2.3 GSTEP – Georgia State Test of English Proficiency  
Who needs to take the GSTEP and what are the requirements?

Ans: Students with TOEFL scores between 80 and 100 or IELTS scores between 6.5 and 7.5 should take the GSTEP during orientation to determine if placement in ESL 7250 and/or ESL 7350 is necessary. The Graduate Programs office will support Applied Linguistics in covering the cost of administration and scoring for these students. Students with scores below 80 on TOEFL or 6.5 on IELTS are required to enroll in both ESL 7250 and 7350. Historically, about 85% of these students are recommended for ESL courses after GSTEP testing.

Q5: What is the current policy regarding GSTEP testing?

Ans: Previously, GSTEP testing was available to all international graduate students, regardless of their college or department's ESL support. Currently, GSTEP will only be offered to students in colleges that utilize the ESL courses provided by Applied Linguistics.