Computer Science Graduate Project Agreement Form

I clearly understand that before a graduate project proposal concept becomes a written proposal, the concept itself must be approved by a faculty member who has agreed to serve as the committee chairperson. This project concept must be approved by the committee chair and the Project Agreement Form received by CAMS administrative staff prior to the student’s attending the first meeting of COSC 5394. Hence, preparation should begin prior to the semester in which the course is taken.

It is understood that the graduate project should be a substantial undertaking:
- It is more than a project in a senior level computer science course. It must consist of an original contribution which requires approximately 9 – 12 weeks of full-time work effort.
- Students will thoroughly research the literature associated with the graduate project topic and summarize the results in the project proposal.

I understand that the graduate project should be a substantial undertaking:
- It is more than a project in a senior level computer science course. It must consist of an original contribution which requires approximately 9 – 12 weeks of full-time work effort.
- Students will thoroughly research the literature associated with the graduate project topic and summarize the results in the project proposal.

I understand that I will not be registered for COSC 5395, Project and Technical Report, until the proposal is approved and signed by all committee members. In order to avoid having to re-take COSC 5394, I must satisfy these requirements:
- the proposal must be approved by the faculty member teaching COSC 5394 no later than Friday before the last full week of classes
- the committee chair must receive this approved final draft no later than Monday of the last full week of classes; committee members must sign before the end of the final examination period for the semester.

The graduate project, resulting in a technical report to be prepared during enrollment in COSC 5395, may be completed in one semester. However, with continuous enrollment (excluding summers), a student will be allowed a one semester extension to complete the project. Any extension beyond the two consecutive long semesters will require:
- written justification and approval by each member of the committee and the computer science department chair on a semester-to-semester basis
- the justification statement must be filed with the departmental office prior to registration in COSC 5395.

I understand that if I fail to obtain permission or fail to be continuously enrolled to continue the project, I must repeat the project process by registering for COSC 5394 and proposing a new project.

I understand that all computer science graduate project defenses must be conducted during the time period starting two weeks after the first day of regularly scheduled class and ending on the Friday before the last week of instruction. Furthermore, I understand that
- a complete draft of the technical report must be submitted to my committee chair at least five weeks before the defense, at which time the project defense will be scheduled in coordination with my chair;
- a chair-approved draft of the final technical report must be submitted to all the other committee members at least two weeks prior to the defense day. Failure to meet this deadline will require that the defense be rescheduled.

I understand and agree with these terms.

Student’s Signature: _________________________________  Date: ____________
Student’s Printed Name: ______________________________
Student’s ID:__________________                                              Semester:_______________
Topic approved: __________________________________________________________
Committee Chair’s Signature:__________________________  Date: ____________
Department Chair’s Signature__________________________  Date:____________
Computer Science Graduate Project
Project (COSC 5395) Extension Form

I understand that the graduate project, resulting in a technical report (COSC 5395), must be completed in one calendar year. I hereby request an extension of one semester to complete my graduate project for the reasons stated below: (a one page professionally written statement may be attached to this form)

____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________

Student’s Signature: _______________________________  Date: ____________
Student’s Printed Name: _______________________________
Student’s ID:__________________

Only the complete set of four signatures indicates approval of extension.

Committee Chair’s Signature: ____________________________ Date: ___________
Committee Member: ________________ Committee Member: ____________________
Department Chair’s Signature: ____________________________ Date: ____________