OMS CS FALL 2015 ORIENTATION INFORMATION
Welcome to the Online Master of Science in Computer Science program! The faculty and staff at the College of Computing are looking forward to working with you for the duration of your time at Georgia Tech.

SECTION A. ACADEMIC POLICIES
As a Georgia Tech student, you are responsible for knowing these academic policies and information.

- Academic Honor Code: Website
- Student/Faculty Expectations: Website

SECTION B. FOUNDATIONAL COURSE REQUIREMENT

1. You have one calendar year from the time you matriculate, to complete the foundational course requirement.
2. If this is your first term as a new admit, you have Fall 2015, Spring 2016, and Summer 2016 to complete this requirement.
3. The foundational course requirement is a minimum grade of B in two foundational courses.
4. The foundational courses are those with an asterisk (*) listed under the “Courses” tab on the OMSCS Home Page.
5. In any term, if you make less than a B in a foundational course, that term still counts as part of your one-year time frame to complete this requirement.
6. In any term, if you withdraw from a foundational course, that term still counts as part of your one-year time frame to complete this requirement.

SECTION C. DEGREE REQUIREMENTS

You may view current MS CS degree requirements here. The OMS CS program has the same DEGREE REQUIREMENTS as the on-campus MS CS, but offers fewer areas of specialization and fewer classes.

1. Students must complete 30 credit hours (approximately 10 total classes) for the OMS CS degree.
2. 15-18 hours comprise the "Area of Specialization."
3. The remaining 12-15 hours comprise CS/CSE "free" electives. The electives are any OMS CS course not used in your Area of Specialization.
4. The thesis and project options are not available to online students. OMS CS is course-only.
5. You must earn at least B’s in all courses in your chosen “Area of Specialization.”
6. You must have a minimum overall GPA of 3.0 to graduate.
7. Program information can be found here: OMSCS Home Page

The following Areas of Specialization pertain to the OMS CS degree:
- Computing Systems
- Computational Perception and Robotics
- High Performance Computing
- Interactive Intelligence
- Machine Learning
SECTION D. REGISTRATION TIME TICKETS

Your time ticket will tell you the specific date and time you are allowed to begin registering for classes. You will be able to view your time ticket on August 7 at 6:00pm Eastern Time.

Check your time ticket in OSCAR by following these directions:

- Go to Buzzport Home Page
- Sign in using your GT credentials
- Click Registration and that will take you to OSCAR
- On the OSCAR main menu, choose Student Services & Financial Aid
- Click Registration then Registration Status
- Select Fall 2015 for Term and hit SUBMIT
- This page will display a time at which your Registration Time Ticket will begin. Also, if you have any holds or standing issues, they will appear here as well.

SECTION E. REGISTRATION HOLDS

1. Once your account is activated, you must check to see if you have any holds that might prevent registration. Instruction on how to view holds: Holds

2. If you have a hold, you MUST clear it before you can register for classes.

   - **If you have a Graduate Admissions HOLD:** Graduate Admissions is missing documentation (probably final official transcripts). Questions: Email them at support@grad.gatech.edu or call 404.894.1610
     > If you are located in the Atlanta area and wish to bring this by instead of mailing it, you may do so. Graduate Admissions is located in the Savant Building, room 318 on the Georgia Tech campus. If you are not located in Atlanta, mail your documents to Graduate Admissions (See SECTION J: FAQ's for address.)
   - **If you have a Lawful Presence HOLD:** Only the documents listed here can be used to clear this hold: Go to the Graduate Admissions Home Page Under New & Current Students, click “Lawful Presence.” Questions: Email christie.couvillion@grad.gatech.edu.
   - **If you have an Immunization HOLD:** Send an email to immunizations@health.gatech.edu and request a Waiver Request Form. Once the waiver is submitted, it is valid for one year from the date it is signed. “Distance Learners” do not require proof of immunization, but must complete the yearly waiver.

SECTION F. REGISTER FOR CLASSES

- Registration for classes for NEW FALL ADMITS begins on **August 8** and ends **Friday, August 21**.
- This is what is known as Phase II Registration on the Academic Calendar.
- Registration ends at 4PM Eastern Time on Friday, August 21.
  > YOU WILL NOT BE ABLE TO ADD CLASSES AFTER 4PM on Friday, August 21.
- It is strongly recommended that new students register for only one course their first term.

To prepare for registration:

1. First, be sure your status in Buzzport is "Student Status" and NOT "Applicant Status." You may not activate your GT account until that changes and it will happen about a week before registration.
2. Activate your GT account here: Passport
3. Look at the right-hand column under Most Viewed FAQ’s and click “How Do I Activate My GT Account?”
4. The Institute as well as the department will use this email address as your official contact and you are required to keep it “active” and you are expected to read your email DAILY.

The courses that are available for Fall 2015 are from this list:

- *CS 6210 Advanced Operating Systems*
• *CS 6250 Computer Networks
• *CS 6300 Software Development Process
• *CS 7641 Machine Learning
• CS 8803-001 Artificial Intelligence for Robotics
• *CS 6290 High Performance Computer Architecture
• *CS 6310 Software Architecture and Design
• CS 6440 Intro to Health Informatics
• CS 6460 Educational Tech – Foundations
• *CS 6505 Computability, Complexity and Algorithms
• *CS 7637 Knowledge-Based Artificial Intelligence: Cognitive Systems
• *CS 6476 Computer Vision (formerly CS 4495)
• CS 6475 Computational Photography
• *CS 8803-002 Introduction to Operating Systems
• *CSE 6220 Intro to High-Performance Computing
• CS 7646 Machine Learning for Trading
• CS 8803 Special Topics: Reinforcement Learning

• Any Online course will have a section of “O”. (Example: O01, O02, etc.) Registration is first come, first served, so you will want to register as soon as possible after your time ticket begins.

• You can narrow your search in the Schedule of Classes by designating the Campus to “Online.”

• For detailed registration information, please follow this link: Registration Instructions

If a course is CLOSED...

Once the registration cap is reached for a course, the course is full. In order to request a seat in a closed course, you must follow the instructions in SECTION G. WAITLISTING FOR A CLOSED COURSE.

SECTION G. WAITLISTING FOR A CLOSED COURSE

Waitlisting allows students to add to a waitlist for a course that is closed. Once a student has waitlisted for a course section, he or she will receive notification via email if a seat becomes available in that section. Waitlisted students are notified on a “first-come-first-serve” basis, and once the notification is received, he or she will have a specified window of time to register for the course. The email notification will specify your window of time. Students will have 12 hours to register for the course section after notification. Waitlisting is not registration or enrollment in the courses.

Do NOT waitlist every class; only the ones you WANT to take. Follow all the instructions from the Registrar’s webpage on Instructions for Waitlisting.

SECTION H. SYSTEMS YOU WILL BE USING AND WHY

<table>
<thead>
<tr>
<th>System</th>
<th>Website</th>
<th>Reason</th>
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<tbody>
<tr>
<td>OMS CS Portal</td>
<td><a href="http://www.cc.gatech.edu/current/masters/omscslogin">http://www.cc.gatech.edu/current/masters/omscslogin</a></td>
<td>Use this to sign into Udacity each day</td>
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<tr>
<td>Udacity</td>
<td>See website above (OMS CS Portal)</td>
<td>Udacity is where you will watch all lecture videos</td>
</tr>
<tr>
<td>Buzzport</td>
<td><a href="https://buzzport.gatech.edu/cp/home/displaylogin">https://buzzport.gatech.edu/cp/home/displaylogin</a></td>
<td>Use this to register for classes, pay tuition, view any holds, etc. Also used to access T-Square</td>
</tr>
<tr>
<td>T-Square</td>
<td>See website above (Buzzport)</td>
<td>T-Square is where you will always go for all of your assignments and to turn in homework. You access T-Square through your Buzzport log in</td>
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<td>Piazza</td>
<td><a href="https://piazza.com/">https://piazza.com/</a></td>
<td>This is your virtual classroom for interacting with classmates, professors, TA’s, and course developers</td>
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### SECTION I. IMPORTANT DATES FOR FALL SEMESTER

*(All times refer to Eastern Time)*

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>August 7 at 6pm</td>
<td>Time Tickets for Registration are available</td>
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<tr>
<td>August 8 – August 21</td>
<td>Registration for Fall 2015</td>
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<tr>
<td>August 17</td>
<td>Classes begin</td>
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<tr>
<td>Week of August 17</td>
<td>Course materials available online</td>
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<tr>
<td>August 21 at 4pm</td>
<td>Last day to register and make schedule changes</td>
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<tr>
<td>August 21 at 4pm</td>
<td>Last day to drop a course without a “W”</td>
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<tr>
<td>August 21 at 4pm</td>
<td>Deadline for submission of Online Application for Graduation (if you are graduating in Fall 2015)</td>
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<tr>
<td>August 24 at 4pm</td>
<td>Tuition/fee payment deadline</td>
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<tr>
<td>September 7</td>
<td>Labor Day (campus will be closed)</td>
</tr>
<tr>
<td>October 25 at 4pm</td>
<td>Last day to withdraw from a course with a &quot;W.&quot; This is also the last day to withdraw from school* (see notes below)</td>
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<tr>
<td>October 25 at 4pm</td>
<td>Last day to change grade mode from letter to P/F and vice versa.</td>
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<tr>
<td></td>
<td><strong>If you change to pass/fail, the course will NOT count toward your degree.</strong></td>
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<td></td>
<td><strong>No changes to audit mode permitted after last day of registration</strong></td>
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<tr>
<td>November 26-27</td>
<td>Thanksgiving holiday (campus will be closed)</td>
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<tr>
<td>December 4</td>
<td>Last day of classes</td>
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<td>December 7 - 11</td>
<td>Final Exams</td>
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<tr>
<td>December 11</td>
<td>Commencement (for Master’s students graduating in December 2015)</td>
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<tr>
<td>December 12</td>
<td>End of term</td>
</tr>
<tr>
<td>December 15 at 6pm</td>
<td>Grades available</td>
</tr>
<tr>
<td>December 21 – 25</td>
<td>Winter Break (campus will be closed)</td>
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</tbody>
</table>

### Notes about Important Dates

If you withdraw prior to August 21 at 4pm you will receive a full refund. If you withdraw completely between August 22 and October 25, you will receive a refund based on this refund schedule: [http://www.bursar.gatech.edu/](http://www.bursar.gatech.edu/)
Click on Refunds tab and you will see the Refund policy and Refund Calendars.

If Fall 2015 is your FIRST term matriculating in the OMS CS program, and you do not register for ANY classes, you will have to ask Amy or Mimi if your admission can be deferred to a future term. Email Amy at ahinsley@cc.gatech.edu or Mimi at mimi@gatech.edu with this request AFTER the end of the registration period.

You will receive NO refund if you are enrolled for more than one class and drop only one course. You are only eligible for a partial refund if you completely withdraw from school (drop ALL your courses for the current term).

*WITHDRAWAL FROM SCHOOL FOR THE TERM DOES NOT MEAN YOU ARE LEAVING THE OMS CS PROGRAM. It simply means you are withdrawing from all your courses for this term.

SECTION J. FREQUENTLY ASKED QUESTIONS (FAQ’S)

Q: Where do I send my final official transcript(s) and other official documents?
Send your final official transcript(s) and other official documents to Graduate Studies at:
Office of Graduate Studies
Georgia Institute of Technology
631 Cherry St., Room 318
Atlanta, GA 30332-0321

Q: What if a course I want to register for is CLOSED?
Once the registration cap is reached for a course, the course is full. In order to request a seat in a closed course, you must follow the instructions in SECTION G. WAITLISTING FOR A CLOSED COURSE.

Q: How do I apply for Financial Aid?
Review GT's Financial Aid website here: http://www.finaid.gatech.edu/

Q: How do I pay for classes? (You do NOT pay for classes until you register for them.)
See the Bursar's website http://www.bursar.gatech.edu/ and click on STUDENT – PAY NOW in the Quick Links column. Methods of payment accepted by the Bursar's Office are cash, check, money order, wire transfers, webchecks and credit cards (online only). Please note: there is a third party service fee (2.75%) when paying by credit card. OMSCS students are ineligible for the GT Payment Plan.

Q: What is the amount I need to pay?
See the Bursar's Website link "Tuition and Fees" at http://www.bursar.gatech.edu/ and view the costs by term.

Q: What is the deadline to pay my fees?
Refer to the Bursar's calendar for the Fee Payment Deadline in the specific term. If fees are not paid by the Fee Payment Deadline, class cancellation may occur. A late fee may also be assessed.

Q: Why was I charged for health insurance?
This is an error. Please contact Amy at ahinsley@cc.gatech.edu or Mimi at mimi@gatech.edu to get this corrected. Include your full name and GT id.

Q: I took Graduate Level classes that did NOT count toward another degree, prior to matriculating at Georgia Tech. Can I transfer those hours?
Yes, it might be possible. You may send an email to Amy at ahinsley@cc.gatech.edu, beginning the week of August 31, requesting the transfer credit form (do not make this request sooner than that date).
Q: I have a documented disability. How do I find out what resources are available to me?
Please contact The Office of Disability Services which is a division of the Dean of Students office. The
website is: www.adapts.gatech.edu and their contact information is adaptsinfo@gatech.edu
404.894.2563.

Q: What if I have a personal or family emergency and need an extension on an assignment
or exam, or need to withdraw from a class or from school after the deadline?
The worst thing you can do is not tell anyone! Please reach out to your TA if it's something that has
come up with work, family, etc. If your TA would like you to go through the Dean of Students office
for assistance you may fill out this form https://gatech-advocate.symplicity.com/care_report/ or
search their website for more information www.deanofstudents.gatech.edu . You may also contact
Amy at ahinsley@cc.gatech.edu or Mimi at mimi@gatech.edu for advice. Withdrawing from a class or
school past the deadline requires a Petition to the Faculty, but must go through Amy or Mimi first.

SECTION K. NEED HELP? JOIN OUR LIVE TWITTER CHAT!

OMS CS Academic Advisor, Amy Hinsley, and our Social Media Guru, Brittany Aiello will be available for a Live Twitter
Chat on the following days and times. Please note that all times are Eastern Time (ET).

Friday, August 7: 12:00PM – 1:00PM
Thursday, August 13: 12:00PM – 1:00PM, 8:00PM – 9:00PM

Our Twitter Accounts for the Live Chat:
Amy Hinsley: @GTOMSCSAmy
Brittany Aiello: @GTOMSCS

All participants must tag their tweets with #OMSCChats for their tweet to appear in the chat stream.

SECTION L. GET CONNECTED!

We have some great on-boarding videos for your viewing pleasure:
➢ http://www.cc.gatech.edu/current/masters/omscsporal

You are encouraged to connect through Social Media:
➢ Facebook (OMS CS Official)
   https://www.facebook.com/gtomscs

➢ Twitter (OMS CS Official)
   https://twitter.com/gtomscs

➢ Google+ Community (This is not an OMS CS Official page, however we do keep our eyes on it. It is run by
students, for students and is a great way to connect to your classmates across the globe.)
   https://plus.google.com/communities/108902554607547634726

Your main point of contact is:
Ms. Amy Hinsley (for New Fall 2015 students)
Academic Advisor for the OMS CS program
E-mail: ahinsley@cc.gatech.edu (best way to reach her)

Again, welcome! We look forward to working with you.

College of Computing Graduate Program Staff