

# Software Engineering

MS Graduate Handbook

2024 - 2025

**MANUAL OF THE MS DEGREE IN  
SOFTWARE ENGINEERING**

**ARIZONA STATE UNIVERSITY**

**2024 – 2025**

For Software Engineering graduate degree, please contact:

Office of Graduate Programs  
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SE on the web: <http://SCAI.engineering.asu.edu/forstudent/graduate/software-engineering/>  
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## **I. Introduction to the Software Engineering Program**

The Master of Science (MS) in Software Engineering Program focuses on developing advanced knowledge and abilities in the design and application of software. The program involves the application of engineering principles to software development, including design methodologies, operation principles, and maintenance and testing approaches. The MS in Software Engineering Program builds upon the BS in Software Engineering Program. The program is aimed at developing professional skills in this discipline and providing opportunities for students to engage in and develop research abilities.

Here at ASU's School of Computing and Augmented Intelligence (SCAI), we envision a society where secure, accurate, and current information is ubiquitously available, and data is seamlessly collected, managed, and converted into information that entertains individuals, empowers businesses, and guides the decisions of both in their daily affairs.

We envision our school as a community recognized by its colleagues internationally as a leader in envisioning and enabling the information-driven society and by its students as a preferred location for acquiring the knowledge and skills necessary to contribute to this vision.

We envision a community of scholars cooperatively engaged in transdisciplinary research addressing the grand challenges of modern society and supporting the intellectual growth of students and colleagues.

Our mission is to benefit society through excellence in education, use-inspired research from basic to translational, and leadership in service to the profession and community. We seek to provide a supportive environment that promotes creativity, diversity, multidisciplinary teaming, scholarship, and ethical behavior to advance knowledge and practice in computing, information, and decision technologies to enhance society.

ASU prohibits all forms of discrimination, harassment, and retaliation. To view ASU's policy please see <https://www.asu.edu/aad/manuals/acd/acd401.html>.

Title IX protects individuals from discrimination based on sex in any educational program or activity operated by recipients of federal financial assistance. As required by Title IX, ASU does not discriminate based on sex in the education programs or activities that we operate, including admission and employment. Inquiries concerning the application of Title IX may be referred to the Title IX Coordinator or to the US Department of Education, Assistant Secretary, or both. Contact [titleixcoordinator@asu.edu](mailto:titleixcoordinator@asu.edu) or 480-965-0696 for more information. Office located at 1120 S. Cady Mall, INTDSB 284. For information on how to make a report, please go to [www.asu.edu/reportit/](http://www.asu.edu/reportit/).

The MS in Software Engineering has the following degree program outcomes:

**1. Technical Competence**

- A. Apply and adapt knowledge of software engineering and mathematics appropriate to engineering complex software systems.
- B. Analyze a software engineering problem; identify and define the computing requirements appropriate to its solution.
- C. Effectively develop and deploy advanced software systems to meet the needs of the user environment.
- D. Understand and apply computer science and software engineering best practices and standards.

**2. Design**

- A. Design, evaluate, and adapt software processes and software development tools to meet the needs of an advanced software development project.
- B. Elicit user needs and design an effective software solution.

**3. Communication and Team Skills**

- A. Function effectively on teams and apply and adapt teaming strategies to influence the team's productivity in accomplishing a software solution.
- B. Communicate effectively with a range of audiences.

**4. Professionalism and Perspective**

- A. Identify and understand professional, ethical, legal, security, and social issues and responsibilities relevant to engineering software systems.
- B. Understand the local and global impact of software engineering on individuals, organizations, and society.
- C. Recognize the need for and engage in continuing professional development.

**II. Objective of the Handbook**

The purpose of this handbook is to provide guidance and information related to admission, degree requirements, and general policies and procedures. Please note that in some cases, you will find differences between the Graduate Policies and Procedures and the Software Engineering (SE) Program requirements. In these cases, SE has established higher standards. Students must satisfy both sets of requirements. Note that policies and procedures are occasionally amended to improve the program. Changes will be communicated to students through email, and the [handbook](#) will be amended accordingly. Any updates to this handbook will be posted on our website <https://scai.engineering.asu.edu/>.

**III. Student Responsibility and Resources**

All students are expected to become familiar with university and program policies and procedures and abide by the terms set forth. Information is available both online and by hardcopy upon request. Most importantly, you should visit the following websites:

- The Graduate College: <http://graduate.asu.edu>
- Graduate Policies and Procedures: <https://graduate.asu.edu/policies-procedures> visit the section on policies & procedures.

- The Software Engineering Program – <https://scai.engineering.asu.edu/graduate-program-software-engineering/>
- The International Student Office – <https://international.asu.edu/>, if applicable.
- The Ira A. Fulton Schools of Engineering – <http://engineering.asu.edu>.

#### IV. ASU Resources

We believe graduate education provides an opportunity to grow in our knowledge and expertise, and during our studies, we may face challenges and hardships that can affect our wellbeing. The Graduate College and the ASU Graduate Student Association have compiled resources and best practices guides to help your educational journey. We encourage you to contact a SCAI Graduate Advising Office graduate advisor if you need additional guidance and support.

- [Graduate Wellness Resources](#) – a one-page guide to Financial, Social, Emotional, and Physical Health and Wellness Resources for ASU Graduate Students was developed by the GPSA.
- [10 Best Practices in Graduate Student Wellbeing](#) – proven ways to help graduate students better care for themselves under the increasing demands of graduate school
- [Success Coaches](#) - Part concierge, part support system, your coach will be there every step of the way to help you overcome hurdles between you and your goals.
- [Financial Aid](#) - A dedicated team for all your financial, funding, scholarship and FAFSA questions.
- [Pat Tillman Veterans Center](#) - Support team and services to ensure success among military students.
- [ASU Help Desk](#) - The ASU Helpdesk is available 24/7 to provide you with Technical support and assistance with your courses.
- [ASU Library](#) - All the resources of a traditional library, at your fingertips... articles, eBooks, tutorials, and the research help needed to support your academic success!
- [Student Accessibility and Inclusive Learning](#) - Also known as “SAILS” provides services to qualified students with disabilities on all ASU campuses.
- [Career Services](#) - Whether you are a student looking for an internship, an alum looking for a job or an employer looking to recruit, Handshake can get you connected.
- [Alumni Association](#) - Online students are welcome and encouraged to attend alumni events in their area.
- [ASU Online Social Media](#) - Stay up-to-date on university happenings and fun ways to connect with classmates and the university.
- [Sun Devils Connect](#) - An ASU Online Facebook group dedicated to current students. Connect and network with other students around the country and get the insider scoop on ASU Online events, competitions and opportunities.
- [Slack](#) - Live chat with your Success Coach, instructors, classmates or join a social channel.
- [ASU Bookstore](#) – Shop for your textbooks, computers, tablets, and other accessories as needed.

## V. **Software Engineering Faculty**

The members of the faculty of Software Engineering have diverse backgrounds and knowledge. Students interested in doing research are encouraged to take the opportunity to make individual appointments with faculty members with whom they have common interests. They are available to assist students who are researching with their plan of study and their educational and career goals. Please refer to the list of faculty names, areas of expertise, and research interests at the end of this handbook.

## VI. **Admission and Eligibility to the MS Degree Programs**

### *Traditional (non-accelerated) MS in Software Engineering*

The Software Engineering MS degree requires a background in engineering, computers, math, sciences, or closely related fields. However, in some cases, students with non-traditional educational backgrounds will be considered for admission. These students may be required to take foundational courses to better prepare for the graduate coursework. Students are encouraged to contact a graduate advisor in the School of Computing and Augmented Intelligence to obtain advice on their educational pursuits.

### **A. Eligibility**

Before applying to the SE MS program, students are required to have completed at least two (2) semesters or 6 credit hours of Calculus (Calc. I & II), one (1) semester or three (3) credit hours of Discrete Mathematics, and at least six (6) credit hours of computer programming or at least one (1) year of Software Industry experience.

### **B. Application**

All students must submit an application and all the required supporting materials to the Office of Graduate Admissions at <https://admission.asu.edu/graduate>. There is a required fee to have the application reviewed and properly processed.

### **C. Application Deadlines**

To receive full consideration, we ask you to submit all the required documents by the deadline.

- January 15 to begin the Fall semester
- September 15 to begin in the Spring semester

### **D. GRE Scores**

GRE scores are **not** required.

### **E. English Proficiency Requirement**

The University requires all international applicants from a country whose native language is not English to provide the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS) or the Pearson Test of English (PTE) scores. Or Duolingo English Test. The Software Engineering Program suggested average scores for the TOEFL are 575 (paper-based) or 90 (internet-based) TOEFL, or 7 for IETLS, or 65 for PTE, or 115 for Duolingo for



admission. **Note that your application will not be processed until the university receives the official English Proficiency scores, which are valid two years from the start date of the degree program.** There are some exceptions for students who have been living in the United States and would like to have the [English Proficiency](#) requirement waived. Please address all English Proficiency questions to the Office of Graduate Admission. The ASU institution code is 4007. If department code is required, use 99 for TOEFL.

#### **F. Personal Statement**

Applicant must submit a personal statement that indicates professional goals and reasons for desiring to enroll in the MS program.

#### **G. Curriculum Vitae (CV) or Resume**

All students are required to upload their CV or resume for full consideration. A comprehensive CV should include prior degree, work experience, conference presentations, publications and or past research.

#### **H. GPA Requirement**

To be considered for the MS program, we require a minimum cumulative GPA of 3.0 in the last 60 credit hours of the undergraduate degree.

#### **I. Application Evaluation**

Several factors are taken into consideration when evaluating a student's application: the student's cumulative GPA, major, institution, personal statement, standardized test scores, and performance in individual courses.

#### **J. Notice of Admission**

SE submits its recommendation to the Office of Graduate Admission, who will then send the final notice of admission to the applicant in writing via email. You may check your application status on My ASU ([my.asu.edu](http://my.asu.edu)).

#### **K. Deferrals**

Students may, with the recommendation of the degree program, defer their initial start semester and year of admission to one (1) semester. Requests for deferrals must be submitted by the start of the term of original admission. Students who miss the deferral deadlines have the option to submit a petition for an enrollment exception for the original admit term.

#### **L. Deficiencies**

Depending on prior academic preparation and accomplishments of an applicant, deficiency courses may be specified to ensure adequate background preparation. Please note that deficiencies are not intended solely as prerequisites for graduate coursework; they also satisfy the breadth requirement for all graduates of SE.

Below is a list of deficiency courses along with the associated ASU course numbers:

- SER 222 Design and Analysis of Data Structures and Algorithms, **or** CSE310 Data Structures and Algorithms
- CSE 240 Introduction to Programming Languages
- SER 334 Operating Systems and Networks, **or** CSE330 Operating Systems

Deficiency coursework completed with a grade of “C” or better will satisfy the admission requirements. An applicant to the program may be required to satisfy additional deficiency courses as determined by the program.

All students assigned with a deficiency in their admission letter have three (3) options to meet the assigned deficiency: Waiver process, Test-out exam, or enrolling in the course and passing with a grade of “C” or better. Deficiency courses must be successfully completed within a year of starting the program.

**Students must submit the Deficiency Waiver Options 1 and 2 before the first day of the semester of the admission term.**

#### **Option 1: Waiver Process**

Students wishing to have their course syllabi examined as evidence that deficiencies have been satisfied must submit a petition. The request must be submitted to the [Petition for Reevaluation of Deficiency Course](#) form and supporting documents, such as a syllabus, catalog description, and university transcripts (including the grade scale), to prove that you have met the requirements. Be advised that the documents you uploaded during the admission application have been evaluated, so a reevaluation petition should only be submitted if you have **new** information to provide. Once the petition has been reviewed, it is final. There will be no future petitions or consideration requests. If, after evaluation, the petition is not approved, the student may choose to take the deficiency test-out examination.

#### **Option 2: Deficiency Test-Out Exam**

An online course proficiency examination (Career Catalyst) is provided to allow students entering with deficiencies (listed in the admission letter) to take a test to establish whether they possess basic knowledge of the course material sufficient to have an assigned deficiency waived. The cost for each subject examination is \$59, payable at the time of registration. **This scheduled testing period is the only opportunity for deficiency test-outs. No other arrangements will be made for students to test out of assigned deficiencies.**

Students have until the **day before the first day of the semester of the admission term** to pass the Career Catalyst exam and submit the proof of completion to: <https://fultonapps.asu.edu/deficiency/>. Students who do not meet this deadline must complete the assigned deficiency course.

### **Option 3: Enrolling in the Course**

Students who could not clear their assigned deficiency through the waiver process or deficiency test-out exam are required to enroll and pass the course(s) in their first year. A student has a total of two (2) attempts to clear the deficiency.

### **M. Pre-Admission Credits and Transfer Credit**

Please refer to ASU's Graduate College policies and procedures. The SE program follows the Graduate College's allowable credits. **Approved transfer credit cannot count towards meeting the core requirement unless the credit was earned at ASU.**

### **N. Accelerated (4+1) Degree Program Admissions and Eligibility**

The Accelerated (4+1) degree program allows a BS Software Engineering student to pursue a Master of Science in Software Engineering while completing the bachelor's degree. The Accelerated program has higher requirements and expectations than the traditional MS in SE degree. The accelerated program allows a maximum of 12 credit hours to be shared with both their undergraduate and graduate programs.

Accelerated (4+1) students are required to adhere to the same admission application process and criteria as non-accelerated students as described in the previous section plus the following:

#### **O. Eligibility**

Students enrolled in the BS in Software Engineering may apply to the 4+1 B.S./M.S. Software Engineering degree option once they have earned 75 credits and can start taking shared courses once they have completed 90 credits. Applicants must have a minimum GPA of 3.2 at the time of application and maintain a GPA of 3.0 or higher for all coursework on the graduate program of study.

#### **P. Satisfactory Progress as an Accelerated Graduate Student**

All students must maintain a GPA of 3.0 or higher (Cumulative, Graduate, and iPOS). If a student falls below a 3.0 GPA, they are placed on probation and provided the timeframe for the GPA to be raised to the satisfactory level. Students who do not raise their GPA to a 3.0 within the provided timeline risk dismissal from the program. Please Note: any 500 level courses taken as an undergraduate student will immediately count towards your Graduate GPA calculation once you become a graduate student.

## **VII. Degree Requirements**

### **A. Formulation of the Plan of Study**

*A student must submit a plan of study (iPOS) online through My ASU before the end of their first semester of attendance.* The final iPOS is subject to approval by the Graduate Program Chair and the supervisory committee for thesis students. Thesis students need to finalize their committee in their 3<sup>rd</sup> semester. After approval at the

school level, the iPOS is forwarded to the Graduate College for final approval. The iPOS must contain a minimum of 30 semester hours of approved graduate-level work.

Any assigned deficiency courses must be completed by the end of the 1st year. A grade of “C” or better is required for deficiency courses. Note:

- **Students who are deficient in CSE240 must satisfy the deficiency before taking SER502.**
- **Students who are deficient in SER222/CSE310 must satisfy the deficiency before taking SER501.**

### **B. Degree Requirements, Area of Study Courses, and Capstone**

Students have the option to pursue the general degree focus or choose to focus on one of the two specializations: cybersecurity or data science (refer to the end of the handbook for the comparison table). The three (3) **core courses** from the courses listed below **must be completed by the end of the 18th credit hour applied to the Plan of Study** (three of the first six POS classes). These courses are intended to expose the student to fundamental topics across the SE spectrum. A grade of “C” or better must be achieved in each core course. Please note the core is not intended solely as a prerequisite for the graduate coursework, but it also satisfies the breadth requirement for all graduates in the program.

### **C. Required Core Coursework**

(9 credit hours) – general degree and cybersecurity specialization.

- SER 501 Advanced Data Structures and Algorithm Analysis (3)
- SER 502 Emerging Language and Programming Paradigms (3)
- SER 515 Foundations of Software Engineering (3)

### **D. Software Engineering Elective Courses**

(6 credit hours) – general degree and cybersecurity specialization

Two courses (6 credits) from the following list:

- SER516 Software Agility (3)
- SER574 Advanced Software Design (3)
- CSE563 Software Requirements and Specification (3)
- CSE564 Software Design (3)
- CSE565 Software Verification, Validation, and Testing (3)
- CSE566 Software Project, Process, and Quality Management (3)

### **E. General Degree: Free Elective Courses**

(9-12 credit hours, depending on the culminating experience)

- Maximum of 3 credits of approved SER4XX-level coursework.
- Maximum of 3 credits of approved CSE 500-level coursework, not including the CSE software engineering courses CSE563, CSE564, CSE565, and CSE566.
- MS SE students should be advised that CSE courses have enrollment precedence set up for Ph.D. and MS students in CS. This often results in

delayed enrollment in these electives for MS SE students limited by seat availability.

- Graduate advisors and chairs in CSE and SER work together to make a limited number of CSE courses available for regular enrollment to SER students. Please talk with Graduate Advising to get the current list of these elective CSE courses.
- The remaining elective credits must be drawn from the SER5XX elective courses offered from the catalog, or by taking additional software engineering elective courses beyond the credits required above.

## **F. Cybersecurity Specialization**

(9 credit hours)

- **Required core courses** – 9 credits (see above)
- **Required:** CSE 543 Information Assurance and Security (3)
- **Choose two (2) courses from the following:**
  - CSE 539 Applied Cryptography (3)
  - CSE 545 Software Security (3)
  - CSE 548 Advanced Computer Network Security (3)
  - CSE 591 or 598 Cybersecurity-related such as "Computer Security: Techniques and Tactics". Contact Advising if you have additional courses to consider.

## **G. Free Elective Courses**

(3 credits), if choosing Software Factory as culminating experience

- Must be drawn from the approved SER5XX/4XX elective courses offered from the catalog, or by taking additional software engineering elective course(s) beyond the credits required above.
- Maximum of 3 credits of approved SER4XX-level coursework

## **H. Culminating Experience Options**

general degree and cybersecurity specialization.

- Capstone: SER 517 Software Factory I (3) – in the last semester
- Thesis: SER 599 Thesis (6) over 2 semesters

## **I. Data Science Specialization**

- **Required core courses** - 9 credits (see above)
- **Software Engineering Elective Courses** (6 credits)
  - Two courses (6 credits) from the following list: SER516, SER574, CSE563, CSE564, CSE565, or CSE566.
- **Data Science Specialization** (9 credits):
  - SER 594: Data Science for SE (required)
- **Choose 1 course from the following:**
  - DSE 501, CSE 511, CSE 512, SER 533, CSE 543, CSE 578
- **Choose 1 course from the following:**
  - CSE 569, CSE 572, CSE 575, IEE 520, IEE 578

- **Free Elective Courses (3 credits, if choosing Software Factory as culminating experience)**
  - Must be drawn from the SER5XX/4XX elective courses offered from the catalog, or by taking additional software engineering elective course(s) beyond the credits required above.
  - Maximum of 3 credits of SER4XX-level coursework
- **Culminating Experience Options (3-6 credits)**
  - Capstone: SER 517 Software Factory I (3 credits)
  - Thesis: SER 599 Thesis (6 credits) over 2 semesters

The ASU Graduate College requires all graduate students to achieve a “B” or better grade in the culminating experience. Students not achieving this grade will need to repeat the culminating experience. **Students can take SER 517 a maximum of two (2) times.** A student will be removed from the program if he/she is not able to obtain a grade of “B” or better in the second attempt.

A student should expect to spend approximately 15-20 hours per week on the chosen Culminating Experience. Students must have no unsatisfied deficiencies when enrolling in thesis credits or the capstone course.

*MS Capstone Option (3 credits):*

MS students choosing the capstone option **must** register for SER 517 in the last semester of their studies unless the Graduate Program Chair approves an exception for extenuating circumstances. The capstone experience is designed to be a “synthesis” activity. Students are expected to demonstrate the degree program outcomes plus advanced technical competence and critical inquiry skills in the context of a complex project. The synthesis aspect means students should demonstrate, integrate, and apply the concepts learned during their graduate study.

Capstone projects may be culled from any number of sources at the discretion of the faculty. The capstone projects include, but are not limited to, research projects, industry-sponsored projects, entrepreneurial projects, or open-source projects. Capstones are team projects at the discretion of the faculty. The assigned instructor(s) for SER517 will define the specific deliverables from a software engineering process perspective. However, the criteria will always be defined in terms of synthesis of the degree program outcomes, advanced technical competence, and critical inquiry. Deliverables in the courses may include source code, deployable software, report(s), and presentation(s). SER517 capstone projects are typically required to be presented at a poster session after the course.

*MS Thesis Option:*

MS students completing a thesis require a research advisory committee comprised of a committee chair and at least 2 additional committee members. The two (2) members are chosen jointly by the committee chair and the student to facilitate

the student's research. At least one (1) member should be from the SE program faculty. Please refer to the back of the handbook for a list of area faculty and their research. The chair must be an approved SE graduate faculty member. CS graduate faculty with chairing rights may automatically co-chair an MS thesis and apply for full chair rights.

The software engineering faculty supports multi-disciplinary research in partnership with the wide variety of research programs at ASU. Software engineering students may have faculty in graduate programs other than SE or CS co-chair a thesis, provided at least one (1) research question of the thesis pertains to software engineering. Faculty members in other graduate research programs may also apply for full chairing rights on the SE graduate program faculty. Interested faculty should inquire with the SE Program Chair through the SCAI Advising Office.

For MS students, the thesis and a successful oral defense constitute their final examination. A majority pass vote by the student's committee is required. For visa reasons, international students have a maximum of two (2) semesters to finish the thesis after completion of coursework listed in the iPOS.

Thesis credits must be taken in consecutive semesters (Fall-Spring, Spring-Summer, Summer-Fall, or Spring-Fall) during the planned last 2 semesters of the student's program of study as indicated on the iPOS.

Once the thesis is completed, the student will submit it to the committee members. There will be an open oral defense following the completion of the thesis. A student can schedule the defense after securing approval from the thesis chair and obtaining approval from Graduate College for the formatted thesis document. The student must schedule their defense through MyASU at least 10 working days prior to the defense date.

Students must be physically present at the oral defense of their thesis or dissertation.

It is expected that oral defenses will be held on an ASU campus (for in-person defenses) and during regular business hours (8am-5pm AZ Mountain Standard Time) to facilitate student, faculty, and public accessibility. A student has the option to include a virtual link to encourage audience attendance. When sound educational reasons exist for holding a defense under different circumstances, contact the Graduate College for approval before scheduling the defense.

All members of a student's supervisory committee must attend the final oral defense of a thesis or dissertation. However, there are situations (e.g., faculty travel, faculty emergencies and/or faculty leave) that may necessitate holding a defense with one (1) or more committee member(s) absent. The committee chair must be in attendance, but if a committee member cannot attend, a qualified

substitute must be appointed to attend in their place. The substitute should be a regular faculty member within the academic unit. In these circumstances, the Graduate College must be notified with the name of the member who will be absent, the faculty member who will attend as a substitute, and the student's name and ID number. This information must be submitted before the defense.

Once a defense has been scheduled and approved in the iPOS, students must submit within 10 days a complete draft copy of the thesis/dissertation to be defended by uploading the document to their Interactive Plan of Study.

### ***Steps to Preparing for Your MS Defense:***

#### **Prior to defense:**

1. Obtain a consensus of approval from the committee chair and the committee members to proceed with the oral defense.
2. Schedule a date and time with your committee for the oral defense on MyASU.
3. Important: Ensure that a minimum of 50% of the official committee, including your chair, is physically present at the defense. If at least 50% of the committee cannot be physically present, the defense must be rescheduled.
4. Visit ASU's Graduate College [website](#) to familiarize yourself with the dates and deadlines for format approval.

**10 days before the defense:** These steps are required to be completed 10 business days before the date of the oral defense.

1. Follow the instructions [here](#) to reserve a room with SCAI.
2. Schedule your defense through your iPOS/My ASU.
3. Submit a [defense announcement](#) request to the SCAI main office. You will need to include your thesis title, abstract, full names of your committee members, defense date/time/place, and your name as you want it to appear on the announcement.

#### **On the day of the defense:**

1. Set up all your equipment at least one half-hour prior to your presentation to make sure it works properly.

#### **After the defense:**

1. Your committee will discuss the results of the exam with you and may have additional comments for you. In the end, the committee will make a recommendation: Pass, Pass with Minor Revisions, Pass with Major Revisions, or Fail. All committee members must submit the preliminary defense results via the defense results tab in the iPOS within 10 days after the defense occurrence. If the committee requires revisions, they must be completed and approved by the committee before a full "Pass" can be designated in the iPOS. If the committee's requested revisions are not completed by the graduation deadlines for the defense semester, the student



will need to maintain continuous enrollment until they are completed. If they are not successfully completed within one year of the defense, re-submission of the document and a re-defense of the thesis or dissertation may be required to ensure currency of the research.

2. A Fail decision is final.
3. Revisions are normal and are expected to be completed within one year. A student must remain registered until the finished document has been uploaded to ProQuest.
4. Follow My ASU's steps to upload your final thesis through Graduate College and ProQuest.

### **J. Accelerated (4+1) Students**

Accelerated students may share four (4) courses (12 credits) on the BS and MS programs of study. Therefore, 4+1 students must complete 18 additional hours of coursework after completion of their bachelor's degree, as defined above in the Software Engineering degree requirements. The current set of shared courses is SER501 and SER502, plus any 2 of SER421, SER422, SER423, SER431, SER432, SER450, SER456, and SER486. 4+1 students can count 6 credits of SER 4xx on their iPOS. **Students pursuing the Cybersecurity specialization will need to take three (3) graduate courses - SER 501, 502, and 515, and for the fourth course, consult with the Graduate Advisor on what to take depending if they want to do a thesis or a non-thesis.** The SCAI Graduate Advising Office maintains an up-to-date list of approved courses. Students should check with Advising before completing a program plan.

Accelerated 4+1 students have the same set of Culminating Experience Options available to them as non-accelerated students. Please review the Culminating Experience Options section above. Be advised that 4+1 students opting to pursue the thesis option should plan to start their thesis at the start of the graduate year (the "+1" year) to ensure timely graduation.

The Accelerated (4+1) option is designed to allow for completion of the master's degree in one year though extensions may be granted by the Program Chair. Accelerated (4+1) students who cannot complete in one (1) year may re-apply to the non-accelerated program. If such a student has completed SER501 or SER502 at the time of dropping out, then those courses may still double count for the BS in SE and the MS in SE (non-accelerated). However, the two (2) 4XX-level electives will no longer count as shared credits toward the masters, and the student will be required to take two (2) additional electives to complete the master's degree requirements.

All MS students, accelerated or non-accelerated, are reminded that they are still bound by all degree constraints specified by the Graduate College, the Ira A. Fulton Schools of Engineering, and School of Computing and Augmented Intelligence. In some places, this handbook provides more specific requirements. Please review these appropriate websites and consult with your academic advisor to understand these constraints.

## VIII. General Information

### A. Research Standards for Publication of Thesis

Graduate research is the study of an issue that is of sufficient breadth and depth to be publishable in an SE-related journal. The effort should reflect a minimum of 750 hours of thoughtful work for a thesis (MS). The research should follow a ‘scientific method’ and thus be objective. The thesis should demonstrate independent, original, and creative inquiry. There should be predefined hypotheses or developmental goals and objectives that are measurable and can be tested. The document should demonstrate written English proficiency and conform to the Graduate College format guidelines. For more information on format guidelines, please visit the Graduate College web site <http://graduate.asu.edu>. Publication of a research paper is not required for thesis defense.

### B. Financial Assistance and/or Fellowships

There are limited funds for MS students. We encourage students to pursue assistantships outside SE and not only limit their search to SE. ASU offers an undergraduate BS in SE online, which creates opportunities for MS SE candidates to receive teaching assistantships or hourly Graduate positions. The best way to earn one of these positions is to achieve high marks in the SE core courses. For more information on assistantships within SCAI programs, please visit [here](#). Information regarding other sources of financial assistance is available on the following websites:

- Financial aid: <https://students.asu.edu/financialaid>
- Graduate College: <https://graduate.asu.edu/pay-for-college>
- Fulton: <https://graduate.engineering.asu.edu/graduate-fellowships/>

### C. Continuous Enrollment

Once admitted to a graduate degree program, students must be registered for at least one (1) credit hour during all phases of their graduate education, including the term in which they graduate. This includes periods when students are engaged in research, working on or defending theses, or in any other way utilizing university resources, facilities, or faculty time.

Registration for every fall and spring semester is required. Summer registration is required for students taking examinations, completing culminating experiences, defending theses, or graduating from the degree program.

To maintain continuous enrollment, the credit hour(s) must:

- Appear on the student’s Plan of Study, OR
- Be research (592, 792), thesis (599), dissertation (799), or continuing registration (595, 795), OR
- Be a graduate-level course.
- Be a deficiency course that is listed on the student’s admit letter.

Grades of “W” and/or “X” are not valid registration for continuous enrollment purposes. “W” grades are received when a student officially withdraws from a course after the add/drop period. “X” grades are received for audit courses.

Additionally, students completing work for a course in which they received a grade of “I” must maintain continuous enrollment as defined previously. Graduate students have one year to complete work for an incomplete grade; if the work is not completed and the grade changed within one year, the “I” grade becomes permanent. Additional information regarding incomplete grades can be found at <http://asu.edu/aad/manuals/ssm/ssm203-09.html>.

#### **D. Medical/Compassionate Withdrawal**

There are appropriate circumstances when students may need to withdraw from the university (i.e., medical withdrawal, compassionate leave). The policies for such withdrawals are the same for both undergraduate and graduate students. An approved [Medical/Compassionate Withdrawal](#) is valid for meeting the continuous enrollment policy.

#### **E. Leave of Absence Policies**

An approved leave of absence will enable students to re-enter their program without Graduate students planning to discontinue registration for a semester due to extenuating circumstances. Students can submit a request for a Leave of Absence through their iPOS. **Requests should have enough detail to fully understand the situation and steps you should take so that you can continue in the next semester.** This request must be submitted and approved before the anticipated semester of non-registration. Students may request a maximum of two semesters during their entire program.

Having a Leave of Absence approved by the Graduate College will enable students to re-enter their program without re-applying to the university. Students who do not register for a fall or spring semester without an approved Leave of Absence are considered withdrawn from the university under the assumption that they have decided to discontinue their program. Students removed for this reason may re-apply for admission to resume their degree program. The application will be considered along with all other new applications to the degree program.

A student with a Graduate College-approved Leave of Absence is not required to pay tuition and/or fees. However, they are not permitted to place any demands on university faculty or use university resources. These resources include university libraries, laboratories, recreation facilities, and faculty time.

#### **F. Maximum Time Limit**

All work toward an MS degree must be completed within **six (6) consecutive years**. The six (6) years begins with the semester and year of admission to the program. Pre-admission graduate credit hours that are included on the Plan of Study must have been completed within three (3) years of the semester and year of admission to the program.

If coursework completed over three (3) years ago is being applied towards a degree program as pre-admission coursework, the maximum time limit may be updated to reflect the start date of the pre-admission coursework.

Any exceptions must be approved by the supervisory committee (thesis students), Graduate Program Chair, and the Graduate College Dean. The Graduate College may withdraw students who are unable to complete all degree requirements and graduate within the allowed maximum time limit.

### **G. Maximum Credit Load**

SCAI students attending on-campus are limited to a maximum of 11 credit hours per semester, unless they hold an RA/TA position. After the first semester, students in good academic standing may submit an overload request for permission to enroll in 12 credit hours. The 12 credits are the maximum allowed credit enrollment for SCAI graduate students.

### **H. Registration Requirements for Research Assistants (RA) and Teaching Assistants (TA)**

Students awarded an assistantship within the Ira A. Fulton School of Engineering are required to be registered for 12 credit hours. Audit credit hours do not count toward the 12 credit hours.

Students who obtain an assistantship outside the Ira A. Fulton Schools of Engineering are required to be enrolled in a minimum of six (6) credit hours. Audit credit does not count toward the six (6) credit hours. Enrollment in continuing registration (CSE 595) does not count toward the 6-hour requirement.

TAs and RAs are considered residents for tuition purposes. To be eligible for tuition remission, TAs and RAs must be employed for a minimum of 10 hours per week (25 percent Full-Time Equivalency {FTE}). TAs/RAs working 10-19 hours per week (25-49 percent FTE) receive a 50 percent remission of tuition for the semester or summer session of their employment. TAs/RAs working 20 hours per week (50 percent FTE) do not pay tuition during the semester of their employment. In addition, the university pays the individual health insurance premium for TAs and RAs working 20 hours per week (50 percent FTE). The TA/RA offer does not cover additional fees beyond tuition. In addition to a tuition waiver, students receive a stipend as specified in their offer.

The university provides an award covering the premium for individual health insurance for teaching and research assistants/associates who meet the minimum eligibility requirements during the duration of their appointment (coverage periods are August 16– January 15 and January 16–August 15). These are:

- appointment at 50% time (20 hours per week)
- hired as a TA or RA no later than the end of the eighth week of classes of the semester.

There are four (4) ways a student can fulfill the TA English language requirement. Any of the following will fulfill the language requirement:

1. Take and pass the SPEAK test with a score of 55 or higher. Only SPEAK scores from Global Launch are allowed.
2. Take the iBT (Internet-based TOEFL) test and receive a score of 26 or higher on the oral portion of the test.
3. Take the IELTS test and receive a score of 8 or higher on the speaking portion of the test.
4. Complete the ITA Teacher Training Course with a score of ‘certified

#### **I. Satisfactory Progress, Academic Probation, Progress Probation, and Withdrawal from the SE Program**

At the end of the student’s first completed semester and every semester thereafter, the school will conduct an audit to determine if the student is maintaining the required minimum satisfactory progress, including progress on academic (GPAs and deficiencies) and probationary issues. Any student that is not in compliance with the satisfactory academic/ progress requirements is notified that she/he is either

- on academic probation and is given the next 9 credit hours or two semesters (fall and spring) to bring the GPA up to the proper level or
- on continued progress probation and is required to meet the conditions outlined in the continued probation letter.

Failure to properly remediate the GPA or the conditions outlined in the letter within the time frame will result in the school recommending that the student be dismissed from the program.

**Note:** Fully admitted students who take optional summer courses are placed on probation after the summer term if the earned grade(s) causes their GPA to fall below the satisfactory progress GPA minimum.

If applicable, the above-noted audit will review each student’s progress toward removing enrollment deficiency courses and/or any other degree requirement milestone(s). Failure to satisfactorily complete all deficiency course(s) and/or required milestones by the stipulated deadline may result in a recommendation for dismissal to the Graduate College.

Each semester, the Software Engineering Program reviews students’ files for satisfactory progress toward completing the degree. All students are placed in one of the five categories:

1. Satisfactory progress
2. Academic probation
3. Progress probation
4. Dismissal from the SE program
5. Dismissal from the Accelerated (4+1) program

**1. Satisfactory Progress**

A student is meeting all program requirements. For thesis students, satisfactory progress includes communicating each semester with the student's committee chair regarding their progress.

**2. Academic probation**

Pertains to grades that might affect Program and University policies, including graduation. The following are reasons why a student may be placed on academic probation. Reasons for probation will be stated in the letter a student receives from the department when they are notified of the academic probation status.

- GPA below 3.0 in approved POS courses.
- Overall -post-baccalaureate GPA below 3.0.
- Overall graduate (500 level or above) GPA below 3.0 (does not apply to accelerated 4+1 students just completing their shared course in their undergraduate senior year; see last bullet for the senior year expectation for Accelerated 4+1 graduate students). Any 500-level courses taken as an undergraduate student will immediately count towards your satisfactory progress GPA calculation once you become a graduate student.
- All required deficiency courses have not been completed with a "C" or better grade by the end of the first year.
- (Accelerated 4+1 students) The GPA in shared courses between the BS and MS drops below 3.0.
- Failing the Capstone course.

**3. Progress Probation**

pertains to issues dealing with making progress toward a degree. The following are reasons why a student may be placed on progress probation. Reasons for probation will be stated in the letter a student receives from the department when they are notified of the progress probation status.

- Lack of Progress toward removing deficiencies as listed in your admission letter.
- Lack of Progress toward completing the three Core courses within the first 18 credit hours of POS courses.
- Lack of completing the Capstone within one year from the date assigned incomplete.

**4. Dismissal without an Appeal for Assigned Deficiency Courses**

Students admitted with deficiency courses in their admission letter cannot complete the course within two attempts; their names will be forwarded to the Graduate College to be removed from the program. Once the Graduate College completes the removal process, it will be final. Students wanting to return to the program must submit a new application for consideration. If any medical or extenuating circumstances hindered your progress from completing the course(s), please act on it immediately rather than waiting for the outcome.

#### 5. **Dismissal from the SE Program**

A student is recommended for **dismissal from the SE Program** if she or he fails to meet the probationary standards placed upon her or him in the semester mentioned in the probationary letter. The student will receive a letter from the Software Engineering Program explaining the reasons for the dismissal. The student will have **5 calendar days** from the date of the letter to appeal the decision. The SE Graduate Program Committee (GPC) will review the case and will make the necessary recommendations. The Graduate Program Chair, on behalf of the GPC, will provide a written explanation of the outcome. If the outcome is favorable, the student will have to meet all outlined requirements by the end of the specified period. The student will be required to sign an agreement acknowledging the recommendations and the consequences if the agreements are not met. If the GPC recommends that the appeal not be granted in favor of the student, the Graduate Program Chair, on behalf of the GPC, will recommend to the Dean's Academic Affairs that the student be dismissed from the MS SE Program. The notice of recommendation and the appeal will be forwarded to the Ira A. Fulton Schools Standards Committee to review the case and make the final ruling to the Associate Dean and the SE Program. If the appeal is not granted in favor of the student, the Dean's Academic and Student Affairs will recommend to the Office of Graduate College that the student be dismissed from the SE MS Program. Please refer to the Office of Graduate College catalog on policies and procedures or contact the graduate advisor in the SCAI Advising Center.

Students may be immediately recommended for dismissal from the MS in SE for repeated violations of the University's, Fulton Schools of Engineering, and SCAI or for a single violation of these policies that the SE GPC the SE GPC judges judge to be particularly egregious (deliberate and negatively impacting many students).

#### 6. **Dismissal from the Accelerated 4+1 Program**

Additionally, a student is recommended for **dismissal from the accelerated 4+1 program** if they do not complete the four shared courses listed on the 4+1 plan with a GPA of 3.0 or higher or if they receive below a "C" grade in any of the four courses. A 4+1 student may also be dismissed for not completing the "+1" program requirements in one academic year. Due to their timing, these conditions may cause an immediate dismissal recommendation *without a prior probationary letter*. Dismissal from the 4+1 program differs from the requirements for completing the undergraduate BS in SE. Further, the non-accelerated student may be eligible for admission to the non-accelerated MS in SE with an ability to re-use completed graduate coursework that was not shared toward the MS degree.

## **J. Academic Integrity**

The highest standards of academic integrity are expected of all graduate students, both in their academic coursework and related research activities. The failure of any graduate student to meet these standards may result in serious consequences including suspension or expulsion from the university and/or other sanctions as specified in the academic integrity policies of individual colleges as well as the university. All students are required to complete an independent academic integrity course module during their first semester in the program. Students are provided details of this requirement on MyASU under “Priority Task.”

Violations of academic integrity include but are not limited to, cheating, fabrication, tampering, plagiarism, or aiding and/or facilitating such activities. Students are expected to be familiar with these issues at the graduate level, and each student must take personal responsibility for their work. Also, graduate students are expected to follow university guidelines related to the Student Code of Conduct. University policies related to academic integrity and code of conduct are available in ASU’s Graduate College, or at <https://graduate.asu.edu/academic-integrity> and <https://eoss.asu.edu/dos/srr/codeofconduct>, respectively.

Unless explicitly allowed by your instructor, the use of generative AI tools to complete any portion of a course assignment or exam will be considered academic dishonesty and a violation of the [ASU Academic Integrity Policy](#). Students confirmed to be engaging in non-allowable use of generative AI will be sanctioned according to the academic integrity policy and FSE sanctioning guidelines.

## **K. Filing for Graduation**

During the final semester, a student must file an application for graduation with the Graduation Office of the Registrar through My ASU. The student's approved final plan of study (iPOS) must be on file with the Graduate College before the student can apply for graduation.

## **L. SER 584 - Internship**

Internship or Curricular Practical Training (CPT) is an academic experience usually obtained in off-campus work settings, allowing students to apply knowledge and skills gained in various classes. It is intended as a unique, hands-on learning experience to provide students with several valuable skills they can use upon graduation from their graduate degree programs. Accordingly, it is not available to full-time or part-time workers regularly employed by the company where the internship is proposed.

All students (domestic and international) may take part in an out-of-state internship during the summer session. The eligibility requirements for CPT internships remain the same as mentioned.



International students must work with the International Students and Scholars Center (ISSC) and submit additional documentation to obtain work authorization. To receive credit for the internship experience, students must include the internship course SER 584 (1 credit hour) as an integral part of their Program of Study, reflected by their approved iPOS.

The internship course(s) should be added at the initial submission of the student's iPOS during the first semester of study. SCAI recommends listing 3 individual SER 584 (1 credit hour) courses in the iPOS. The Internship course cannot be added to an approved iPOS once all coursework has been completed. Exceptions may be made if the internship is relevant to thesis research. In such cases, the SE Program Chair will determine the need for a CPT internship in consultation with the Graduate Academic Advisor.

Approval of an iPOS with the SER 584 course confirms that the internship is an integral part of the degree requirements as planned by the student. A student may enroll in a maximum of 3 separate, 1 credit hour sections of SER584 on the iPOS. An additional internship that is not part of the 30 credit hours can be removed from the iPOS. Note: Only internship courses can be removed from the iPOS. Courses that are approved as part of the overall degree program in the iPOS can only be substituted with other approved coursework.

A student must be in good academic standing\* to be eligible for an internship.

Summer:

- Students can participate in an out-of-state or an in-state internship, full-time or part-time in the summer semester if ALL their GPA's (graduate, iPOS, and CUM GPA) are at least 2.5.

Fall/Spring semesters:

- Students with a GPA\* between 3.0 and 3.24 may only participate in an in-state, part-time internship. **Campus presence is required.**
- Students with a GPA\* of 3.25 or higher may participate in an in-state or out-of-state, full- or part-time internship. **Campus presence is required.**

**Full-time CPT is 21 hours more. Part-time CPT is 20 hours or less.**

**For students doing CPT in their last semester, the end date is the last day of finals (Fall/Spring) or last day of class (Summer).**

\*GPA requirement specified above applies to all 3 GPA's – cumulative, graduate, and iPOS GPA.

During the regular Fall and Spring semesters, international graduate students in F-1 status must register for a minimum of nine (9) credit hours to maintain full-time status and be enrolled in six (6) credit hours of in-person, on-campus coursework at the ASU campuses. A maximum of three (3) credit hours of online courses are permitted.

The SER 580 Practicum course will not count as satisfying the student's "physical presence" at ASU.

Application steps for applying for SER 584 Internship (CPT) can be found at <https://sites.google.com/asu.edu/scai-cpt-process/>. Required documents must be submitted online at least 3-4 weeks before the requested start date of the internship. Students will not be able to request late-add registration of the SER 584 Internship credit to their class schedule after each semester's drop/add deadline.

An approved CPT application packet is required *before* commencing the internship. The request will include a statement from the employer that indicates they understand that the work is to satisfy a degree requirement. A sample letter and other required forms are available on the SCAI [CPT website](#). Students must receive approval from their faculty advisor before registering for SER 584. A final Plan of Study must be filed with ASU's Graduate College showing the Internship course before registering for SER 584. All application materials for an internship must be completed by the last day of regular registration for any semester. The student must take classes appearing on the Plan of Study the semester following the internship.

### **Renegé: (verb) to fail to carry out a promise or commitment**

It is unethical for students to continue to seek or consider other employment opportunities **once they have accepted an offer**. SCAI expects students to honor an acceptance and discontinue all employment-seeking activities upon accepting an offer. Students who accept an offer from an organization and later renege/decline the offer will be prohibited from further requesting future internships pending a meeting with the SCAI Director, Associate Director, or Software Engineering Graduate Program Chair.

### **Final Report**

A **final report** is required before a grade and credit is given. The final report must be submitted to the reporting industry supervisor for comments and approval before completing the internship. Thesis students must get to the faculty advisor for comments and final approval. Non-thesis students require the industry mentor and submit it for the Program Chair's review. The final report is expected to be approximately 5 pages long (not counting images) and follow the following outline:

- I. Company and specific division of the internship background.
- II. Summary of desired learning outcomes of the internship (should reflect what was stated on the internship application).
- III. Requirements of the internship as defined by the industry sponsor.
- IV. Summary of contributions the intern made to the sponsor organization.
- V. Summary of learning outcomes achieved, including 1) a summary of what courses in the student's iPOS contributed to the internship and how, and 2) a summary of how the internship experience will inform the student's research experience at ASU (if a thesis culminating experience is on the iPOS).

In keeping with the expectations of a graduate student, final reports should be original, well-written documents. Final reports will also be evaluated for proper references, citations, quotations, formatting, spelling, and grammar. Plagiarism in any form will result in immediate rejection of the report and an Academic Integrity Violation going on file for the student. Two rejections of the final report will result in non-acceptance of the 584 credits.

### **M. SER 590 Reading and Conference**

SER 590 Reading and Conference (Independent Study) is available for all MS students. The student must get written approval from the supervising faculty outlining the coverage of the content. The Graduate Program Chair must approve the Independent Study form and will be placed in the student's file. Students can take one credit of SER 590 three times or SER 590 once for 3 credits hours. A maximum of 3 credit hours is allowed on the iPOS.

### **N. Instructional Concerns and Course-Related Complaints**

Being part of a large university creates opportunities to learn from a diverse instructor population with different teaching styles and modalities for delivering course content. Courses are offered by a diverse set of faculties, including those who are research-intensive, those whose primary responsibility is teaching, GSA/TA instructional staff and part-time faculty who are working in the field. Based on enrollment or modality of offering, faculty may also be supported by graduate student teaching assistants, GSA's and graders. This diverse higher education delivery platform may differ significantly from previous experiences, and while it provides an opportunity to expand the student's ability to learn and develop problem-solving skills, concerns and conflicts with requirements and instructors may occasionally arise. SCAI students with instructional concerns should review and adhere to the following guidelines for attempting to resolve their issues. First and foremost, keep in mind that the faculty and advising staff are experienced, dedicated educators that are here to help you achieve your educational goals. At the same time, they have a responsibility to ensure standards are maintained and student outcomes are achieved before graduation. University culture recognizes the value of diversity in multiple dimensions and the presumption of expertise and academic freedom of the faculty.

### **Communicate with Your Instructor**

If you have a difference of opinion with your instructor, teaching assistant (TA) or graduate support assistant (GSA) or have concerns about technical or administrative aspects of the course, visit the instructor or TA/GSA during office hours or contact them via email (if you cannot visit them during the office hours). Express your concerns clearly and respectfully and ask for help. Be sure to provide concise information about what you have trouble understanding in the course or your concern. Instructors and GSA or TAs are here to help. Remember that you are responsible for prerequisite knowledge/skills required for a course and regularly studying the material taught in the course. The teaching staff may not be able to help

you with your problem if you lack the prerequisite knowledge/skills or have not been keeping up with the course material. As a guideline, for a 15-week course, you should spend three hours study time every week for each hour of course credit. Thus, you should schedule 8-10 hours each week to devote to each three-credit course. For a 7.5-week course, students should be prepared to spend 6 hours a week on coursework for every course credit. So, you should expect to spend approximately 18 hours a week on coursework for a three-credit course. Also, make sure to resolve the issues as soon as they occur and maintain all documentation. For example, if the assignment instructions are not clear, get the clarification on the day the assignment is assigned and do not wait until the assignment's deadline.

If you are still having problems in the course after communicating with your instructor, TA or GSA, connect with your academic advisor to understand your options moving forward.

### **Connect with Your Program Chair**

If you are unable to resolve the concern after initial contact with the instructor GSA or TA, and you have met with your academic advisor, you should then contact the program chair for your degree (or the department offering the course). The program chair will confer with the instructor and/or GSA/TA to better understand the concern and try to resolve the problem. Please note that before meeting with the program chair, you should have made a reasonable effort to meet with the course instructor (not just the support GSA or TA) and get the issue resolved. When contacting the program chair, provide all the relevant details such as the course syllabus, assignment handout, email exchange with the instructor, etc. so that the program chair can promptly act on your concerns. Please be brief and precise in the description of your concerns. In some cases, the graduate program chair would like to meet you. When coming for the meeting, bring along all the relevant documents.

If the instructional concern is not resolved with the program chair or the department offering the course, contact the Associate Dean of Academic Affairs Office for the college offering the course for assistance through the grade grievance process <https://engineering.asu.edu/grade-grievance/>.

### **Remain Focused**

When faced with instructional concerns, it is important to remain focused on the rest of the course while addressing specific areas that are under review. Be sure to stay connected with your academic advisor if there are any changes in your situation.

#### **NOTE:**

- Misrepresentation of facts or disrespectful behavior when confronting your instructor or teaching assistant is considered an academic integrity violation.
- Maintain all documentation.
- Act proactively and promptly.

### **Guidelines for Avoiding Problems**

- Be sure you have the prerequisite knowledge before starting a course
- Attend class and on-line exercises regularly
- Devote time each week to studying to avoid getting behind
- Contact the TA (if assigned) or instructor during office hours at first sign of trouble and come prepared to ask precise questions and to explain your difficulty
- Accept the fact that you grow intellectually and professionally by being challenged and learning to deal with diverse expectations and environments.

### **Process for Resolving Conflicts in Grading, Course Expectations, etc.**

- Contact the TA (if available) or instructor to explain your concern and seek resolution
- If the TA/instructor has attempted to assist you, but you are still having an academic difficulty that is causing personal stress or hindering your academic success, see your Academic Advisor
- If the TA/instructor is not responsive or does not provide a legitimate response/accommodation, then contact your Graduate Program Chair.
- If you still feel there is a legal, ethical or procedural violation that is victimizing you, contact the Office of the Associate Dean of Engineering for Academic Affairs.
- Circumventing this process will be considered a violation of professional ethics and protocol.
- See ASU's policy for Grade Appeals <https://catalog.asu.edu/appeal>

### **O. Student Chapters of Professional Societies**

Our graduate students are involved in many professional societies, most commonly the Association for Computing Machinery (ACM) and the Institute for Electrical and Electronics Engineers Computer Society (IEEE Computer Society). Most branches of Software Engineering have professional societies associated with them. Participation in professional societies is an excellent road to career and interest group connections. Student membership typically costs less than \$30 and includes many benefits, including a monthly magazine. Professors will be happy to sign a membership form that will entitle a student to reduced rates. The ASU student chapter of ACM and the Polytechnic Computing Students Association are popular among MSSE students.

**Software Engineering Graduate Faculty Approved to Chair MS SE Thesis**

**Nouh Alhindawai, Ph.D. Associate Teaching Professor (chair)**

Jadara University

**Ajay Bansal, Ph.D.; Assistant Professor (chair)**

The University of Texas Dallas (CS)

Programming languages, logic programming systems, software engineering, automated reasoning, and knowledge representation.

**Srividya Bansal, Ph.D.; Associate Professor (chair)**

The University of Texas Dallas (CS)

Semantic-based approaches to big data integration, Web service description, discovery and composition, and tools for outcome-based instruction design in STEM education.

**Tyler Baron, Ph.D.; Assistant Teaching Professor (chair)**

Arizona State University

**James Collofello, Ph.D.; Professor, SCAI (chair)**

Northwestern University (CS)

Software engineering, software project management, software quality assurance

**Kevin Gary, Ph.D.; Associate Professor (chair)**

Arizona State University (CS)

Software architecture, software process, agile methods, and open-source software. Web and mobile applications in healthcare and e-learning.

**Robert Heinrichs, Ph.D.; Lecturer (chair)**

Technische Universität Berlin, Germany

**Alexandra Mehlhase, Ph.D.; Lecturer (chair)**

Technische Universität Berlin, Germany

Classification of different types of variable-structure models. Development of methods to model variable-structure models independent of a specific modeling language. Formalization of variable-structure models and their simulation in Object-Z.

**Ayca Tuzman, Ph.D. Assistant Teaching Professor (Chair)**

Arizona State University

Software Verification and Validation

**Steve Yau, Ph.D.; Professor, SCAI (chair)**

Trust management and security, software engineering, distributed systems, service-based systems, ubiquitous/pervasive computing

**The following non-SE faculty have been approved to chair or co-chair SE culminating experiences:**

**Nathan Johnson, Ph.D.; Assistant Professor, The Polytechnic School (co-chair)**

Iowa State University (Mechanical Engineering)

Complex systems, modeling and simulation, engineering computation, embedded systems

**Robert LiKamwa, Ph.D.; Assistant Professor, School of Arts Media and Engineering (chair)**

Rice University Ph.D. (ECE)

Mobile systems, energy-efficient computing, operating systems, visual sensing systems, augmented reality, virtual reality, mixed reality.

<http://meteor.ame.asu.edu>

**Dragon Boscovic, Ph.D. (co-chair)**

University of Bath (EE and CS)

**Chitta Baral, Ph.D; Professor, SCAI (chair)**

University of Maryland (CS)

Knowledge representation, temporal logics, logic programming, dynamic systems, text extraction, question answering, natural language semantics, bioinformatics

**Hessam Sarjoughian, Ph.D; Associate Professor (chair)**

University of Arizona (ECE)

Agent-based modeling, multiformalism modeling, simulation-based design, software architecture

Additionally, all faculty approved with chair rights on the SCAI CE/CSE Graduate Programs  
Faculty automatically have rights to co-chair a culminating experience in the SE program.

Link to CS faculty with chair and co-chair rights: <https://graduateapps.asu.edu/graduate-faculty/degree/G2>

MS in SE – Cybersecurity Emphasis	MS in SE – Data Science Emphasis
<p>Required Coursework (9 credits)</p> <ul style="list-style-type: none"> <li>• SER 501 Advanced Data Structures and Algorithm Analysis (3)</li> <li>• SER 502 Emerging Language and Programming Paradigms (3)</li> <li>• SER 515 Foundations of Software Engineering (3)</li> </ul>	<p>Required Coursework (9 credits)</p> <ul style="list-style-type: none"> <li>• SER 501 Advanced Data Structures and Algorithm Analysis (3)</li> <li>• SER 502 Emerging Language and Programming Paradigms (3)</li> <li>• SER 515 Foundations of Software Engineering (3)</li> </ul>
<p>Software Engineering Elective Courses (6 credits)</p> <ul style="list-style-type: none"> <li>• Two courses (6 credits) from the following list: SER516, SER574, CSE563, CSE564, CSE565, or CSE566.</li> </ul>	<p>Software Engineering Elective Courses (6 credits)</p> <ul style="list-style-type: none"> <li>• Two courses (6 credits) from the following list: SER516, SER574, CSE563, CSE564, CSE565, or CSE566.</li> </ul>
<p>Culminating Experience Options (3-6 credits)</p> <ul style="list-style-type: none"> <li>• Capstone: SER 517 Software Factory I (3 credits)</li> <li>• Thesis: SER 599 Thesis (6 credits) over 2 semesters</li> </ul>	<p>Culminating Experience Options (3-6 credits)</p> <ul style="list-style-type: none"> <li>• Capstone: SER 517 Software Factory I (3 credits)</li> <li>• Thesis: SER 599 Thesis (6 credits) over 2 semesters</li> </ul>
<p>Cybersecurity Emphasis (9 credits):</p> <ul style="list-style-type: none"> <li>• CSE 543 Required</li> <li>• Choose 2 courses from the following: CSE 539, 545, 548, or Cybersecurity-related 591 such as "Computer Security: Techniques and Tactics"</li> </ul>	<p>Data Science Emphasis (9 credits):</p> <ul style="list-style-type: none"> <li>• SER 594: Data Science for SE (required)</li> <li>• Choose 1 course from the following: DSE 501, CSE 511, CSE 512, SER 533, CSE 543, CSE 578</li> <li>• Choose 1 course from the following: CSE 569, CSE 572, CSE 575, IEE 520, IEE 578</li> </ul>
<p>Free Elective Courses (3 credits, if choosing Software Factory as culminating experience)</p> <ul style="list-style-type: none"> <li>• Must be drawn from the SER5xx/4xx elective courses offered from the catalog, or by taking additional software engineering elective course(s) beyond the credits required above.</li> <li>• Maximum of 3 credits of SER4XX-level coursework</li> </ul>	<p>Free Elective Courses (3 credits, if choosing Software Factory as culminating experience)</p> <ul style="list-style-type: none"> <li>• Must be drawn from the SER5xx/4xx elective courses offered from the catalog, or by taking additional software engineering elective course(s) beyond the credits required above.</li> <li>• Maximum of 3 credits of SER4XX-level coursework</li> </ul>

<p>CSE 543 Information Assurance and Security  CSE 539 Applied Cryptography  CSE 545 Software Security  CSE 548 Advanced Computer Network Security  CSE 591 Cybersecurity-related topics</p>	<p>DSE 501 Statistics for Data Analysts  CSE 511 Data Processing at Scale  CSE 512 Distributed Database Systems  SER 533 Database-Centric Enterprise Applications Development  CSE 543 Information Assurance and Security  CSE 578 Data Visualization  CSE 569 Fundamentals of Statistical Learning and Pattern Recognition  CSE 572 Data Mining  CSE 575 Statistical Machine Learning  IEE 520 Statistical Learning for Data Mining  IEE 578 Regression Analysis</p>
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