

# COMPUTER SCIENCES: PROFESSIONAL PROGRAM, M.S.

## POLICIES

### GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (<https://grad.wisc.edu/acadpolicy/>) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

### NAMED OPTION-SPECIFIC POLICIES

#### PRIOR COURSEWORK

##### Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 14 credits of post-baccalaureate graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

##### UW–Madison Undergraduate

With program approval, students are allowed to count no more than 7 credits from a UW–Madison undergraduate degree. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

##### UW–Madison University Special

With program approval, students are allowed to count no more than 14 credits of coursework numbered 400 or above taken as a UW–Madison University Special student. Coursework earned five or more years prior to admission to a master's degree is not allowed to satisfy requirements.

#### PROBATION

At the end of any regular (non-summer) semester, a student is considered to be making satisfactory academic progress (SAP) if the following conditions are all satisfied:

- The student has completed at least 6 (if full load) or 3 (if part load) credits of approved courses during the semester.
- The student has removed all Incomplete grades from any previous regular semester or summer session.
- The student has passed any required exams and procedures within designated time limits.

Any graduate student who fails to make SAP during two consecutive regular semesters (fall and spring, or spring and fall) will be dismissed from the department at the end of the subsequent summer session. Any graduate student who fails to make SAP due to missed deadlines (criterion 3 above) will be dismissed from the department at the end of the subsequent summer session.

### ADVISOR / COMMITTEE

A member of the Professional Programs Committee must formally approve all graduate schedules each semester.

### CREDITS PER TERM ALLOWED

15 credits

### TIME LIMITS

This program follows the Graduate School's Time Limits policy. (<https://policy.wisc.edu/library/UW-1221/>)

### GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (<https://doso.students.wisc.edu/bias-or-hate-reporting/>)
- Graduate Assistantship Policies and Procedures (<https://hr.wisc.edu/policies/gapp/#grievance-procedure>)
- Hostile and Intimidating Behavior Policies and Procedures (<https://hr.wisc.edu/hib/>)
  - Office of the Provost for Faculty and Staff Affairs (<https://facstaff.provost.wisc.edu/>)
- Dean of Students Office (<https://doso.students.wisc.edu/>) (for all students to seek grievance assistance and support)
- Employee Assistance (<http://www.eao.wisc.edu/>) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (<https://employee disabilities.wisc.edu/>) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (<https://grad.wisc.edu/>) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (<https://compliance.wisc.edu/>) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (<https://conduct.students.wisc.edu/>) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (<http://www.ombuds.wisc.edu/>) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (<https://compliance.wisc.edu/titleix/>) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

### OTHER

Information on the Professional Master's Program is available at: <http://www.cs.wisc.edu/pmp> (<http://www.cs.wisc.edu/pmp/>).