

How to Apply for the Bachelor's/Master's Combined Program in Computer Science and Information Systems

The combined bachelor's/master's degree program in is designed to provide qualified students the means to complete the requirements for both degrees in a period of five years. A student will earn a B.S. in Computer Science and an M.S. in Computer Science and Information Systems. A key feature of the program is that a student can count up to 12 hours of graduate-level courses in order to fulfill requirements for the B.S. and use those same 12 credits toward the M.S. in Computer Science and Information Systems.

The program is designed for students in the B.S. program in Computer Science who have:

1. Completed a minimum of **seventy-five** (75) and a maximum of ninety-eight (98) credit hours in their undergraduate programs. Transfer students must have completed a minimum of two semesters as a full-time student at UNCW, a minimum of 24 hours.
2. Completed CSC 331. Completed a minimum of nine (9) hours of 300-400 level Computer Science.
3. A minimum accumulated grade point average (GPA) of **3.0** and a minimum grade point average (GPA) of **3.2** on all 100-400 level Computer Science courses at UNCW.

Second Semester of Junior Year

1. Students who meet the above criteria should meet with the Graduate Coordinator to fill out and submit the **CSC 4+1 Application Information Form** requesting permission from the department chair to apply up to 12 hours of graduate-level credit earned during their senior year towards their future master's degree in Computer Science and Information Systems.

2. The department chair, in consultation with the M.S. CSIS graduate committee, may grant permission to apply up to 12 hours of graduate-level credit earned during their senior year towards their future master's degree in Computer Science and Information Systems. (Departmental permission to apply to the bachelor's/master's degree program **does not** guarantee admission to the Graduate School. Admission to the Graduate School is contingent upon meeting eligibility requirements at the time of entering the graduate program.)

3. If permission is granted, the student meets with the Graduate Coordinator for advising and degree planning. During pre-registration, the student must fill out the **Undergraduate Request to Enroll in Graduate Course**¹ form for graduate courses to be taken in the fall (typically 1 course). This form requires signatures of approval from instructors of requested graduate courses, the Graduate Coordinator, the College of Arts & Sciences, and the Graduate School.

First Semester of Senior Year

1. 1. Non-Business Option students should complete the online BUS 500 course (3 credits) during the summer before their senior year. This course is not necessary for students completing the Business Concentration.

¹ A link here to a specific request form that allows the graduate class to be counted for two degrees.

2. The student typically will be enrolled in 2 graduate classes and 2-3 undergraduate classes. He or she must submit the standard application for admission to the Graduate School during the first semester of the senior year.
3. During pre-registration for the following spring, the student must fill out the **Undergraduate Request to Enroll in Graduate Course**² for the graduate courses to be taken in the spring (typically 3 courses). This form requires signatures of approval from instructors of requested graduate courses, the Graduate Coordinator, the College of Arts & Sciences, and the Graduate School.
4. Student must submit a **Graduate Degree Plan** during the first semester of their senior year, signed by the prospective student, the department chair, and the graduate coordinator.

The Graduate Degree Plan for the master's degree must clearly indicate:

The specific 500-level CSC courses (maximum of 12 graduate credit hours) that will be double-counted for both bachelor's and master's degrees.

The student's plan must show that the student has the potential to fulfill course requirements for the master's degree no later than a year after receiving the bachelor's degree.

The intended graduation date for the master's degree (typically one year after the B.S., in the spring)

Second Semester of Senior Year

1. Student will typically be enrolled in 2-3 graduate courses and 1-2 undergraduate courses.

Upon the graduate committee's review of the submitted materials, a letter of acceptance (or denial) to the master's program will be sent to the student. Acceptance will be provisional and contingent on meeting specified degree requirements, including completion of the bachelor's degree and maintaining a 3.0 or better on all 500-level courses. A student who is ineligible to participate or continue in, or withdraws from, the bachelor's/master's program cannot double count any courses for both bachelor's and master's degrees. For more details, see the graduate coordinator.

Summer after B.A. Graduation

Because this is an accelerated program, students will need to complete **3 hours** during the summer. They may choose from among internships, DIS, or a single course outside of the department for the other (3-6) hours.

Final Year in Program

Students will need to be registered full-time (9 hours) each semester. Students with TA or GA positions need to be aware of other obligations.

The program is 36 hours total (12 of which are counted for both BA and MA).

² Link here

**CSC 4+1 Application Information Form
(to be filled out second semester junior year)**

Student Name: _____

Student ID: _____

Current Overall GPA	
Current Major GPA	
Planned BS Graduation Date	

A. Basic Requirements

I certify that I have

1. Completed a minimum of **seventy-five** (75) and a maximum of ninety-eight (98) credit hours in my undergraduate programs³. Transfer students must have completed a minimum of two semesters as a full-time student at UNCW, a minimum of 24 hours.
2. Completed CSC 331. Completed a minimum of nine (9) hours of 300-400 level Computer Science.
3. A minimum accumulated grade point average (GPA) of **3.0** and a minimum grade point average (GPA) of **3.2** on all 100-400 level Computer Science courses at UNCW.

X _____
Student name (please print) Student Signature

B. References

Please provide the names of two full-time Computer Science professors who are familiar with your performance in 300-/400-level classes.

1) _____
Name of professor Course(s) taken with professor

2) _____
Name of professor Course(s) taken with professor

C. Transcript

Please attach a current transcript (may be unofficial) to this form.

X _____	
Department Chair	Date
X _____	
Graduate Coordinator	Date

³ Typically, 6 semesters as a full-time student, including the current semester. Some exceptions may be made when AP credit pushes the student over the 98 hrs. limit.

Graduate Degree Plan

(to be filled out the first semester of senior year, typically during pre-registration period)

Please list the specific 500-level CSC courses (max. 12 credit hours) that will be double-counted for both the B.S. and the M.S. and the semesters in which the courses were taken.

Please use this format:

CSC 532: Design and Analysis of Algorithms (Spring 20XX)

- 1.
- 2.
- 3.
- 4.

Intended graduation date for the M.S. degree (typically one year after the B.S., in the spring)

_____ (list month and year)

This certifies that I intend to fulfill course requirements for the master's degree no later than a year after receiving the bachelor's degree. Signature required.

_____ (student)

_____ (graduate coordinator)

_____ (department chair)