



College of Computer and Information Science Cooperative Education Program

Graduate Co-op Computer Science PLANNING YOUR SCHEDULE DIRECTIONS (8/12/08)

1. Write up a GRADUATE CHECKLIST, after at least one semester of classes have been completed in CCIS
 - a. List core courses (any two) to be taken each semester until graduation along with grades.
 - b. Have your academic advisor or Professor Simms sign the checklist.
 - c. Attach a current Northeastern University transcript.
 - d. A mid-term Graduate Checklist must be presented before clearance to use the database.
 - e. A final Graduate Checklist must be presented before starting work on the co-op.
2. Have your faculty advisor or Professor Simms in the College of Computer and Information Science approve the Graduate Checklist written above. His/Her signature required only on the checklist.
3. Make copy of all materials for your records.
4. Bring the original materials into Dr. Simms either during your 1st formal interview or any meeting therefore
5. Co-op approval application process should be completed before attempting the above process.

Note: Prerequisites to Co-op:

Any two core courses (CSG 110, CSG 111, CSG 112, CSG 113) and participation in Co-op Graduate Seminar must be completed before starting co-op.

Successful completion of CSG107 Program Design Paradigms with B or better.

Must be enrolled as a full time graduate student in the College of Computer and Information Science for two consecutive semesters.

Must be completing at least 16 semester hours of approved level graduate courses but not more than 24 semester hours in order to start co-oping.

Background courses are not counted in the minimum of 16 semester hours.