



MS611 Project & MS621 Exam Orientation



MS 611 Project



Purpose of MS 611

This course aims to enhance the student's research planning and writing skills based on the integration of practical experience and academic coursework.



Which Option to Choose

- ▶ Students must choose one of the following options **at least three quarters** prior to the last quarter.

Option#1: MS 611 Project

Option#2: MS 621 Comprehensive
Examination



MS611 PROJECT

Three Paths To Start Your MS611 Project:

Path1: MS 611 Project based on a minimum 1 year of prior work experience

Path2: MS 611 Project based on work experience completed without the need of CPT

Path3: MS 611 Project based on work experience completed with CPT



When to Start MS611

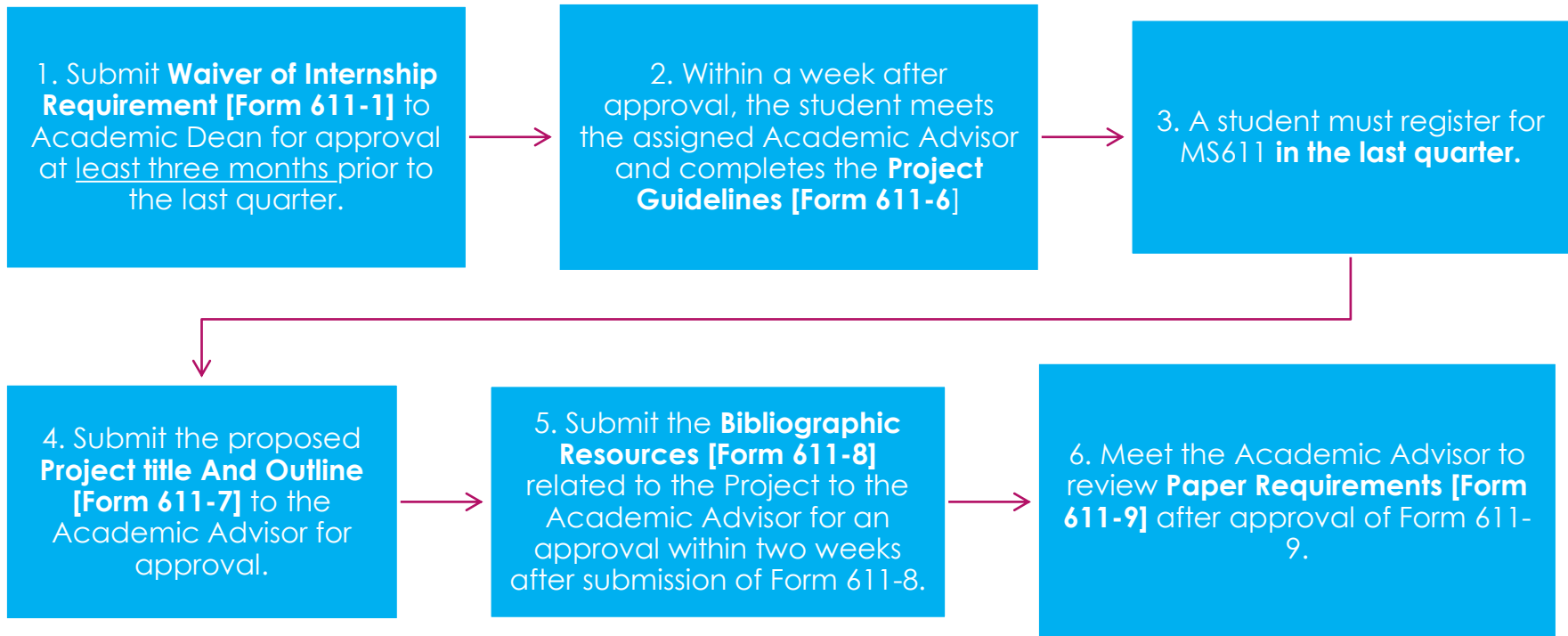
- ▶ **For students in Path1**, they can start MS 611 at least three quarters prior to the last quarter.
- ▶ **For students in Path2**, they can start MS 611 from anytime they complete at least three months of work experience.
- ▶ **For students in Path3**, they can start MS 611 from anytime they complete at least three months of work experience through CPT.



Requirements for MS611

- ▶ Students must meet the following requirements before they register the MS 611 **at the last quarter**.
 - Must attend the MS-611 Orientation
 - Meet SAP requirements (a minimum CGPA of 3.0)
 - Complete the work experience
- ▶ Students must complete MS611 **within the last quarter** with a passing grade of 'B' or higher.
- ▶ If students fail to complete MS611 in the last quarter, they can extend **ONLY one quarter**. The extension fee is \$500.

Procedures for Path 1



Procedures for Path (Continued)

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7. Submit a draft of the Project to the Academic Advisor within a month after the review of Paper Requirements.

8. The Academic Advisor reviews a draft and provides feedback to the student within two weeks after the submission of a draft of the Project.

9. Submit a revised draft of the Project to the Academic Advisor within a week after feedback is given, if necessary.

10. Repeat steps 7 and 8 until the Academic Advisor approves a draft of the Project.

11. A student submits a final draft of the Project to the Academic Dean by the end of 6th week of the last quarter.

Procedures for Path 2

1. Find a proper employer where you will have work experience related to your field of study.

2. Submit the **Employment Information [Form 611-2]** to the Student Services Advisor for job verification and approval.

3. Once it is verified and approved, a student can start the internship at an approved workplace.

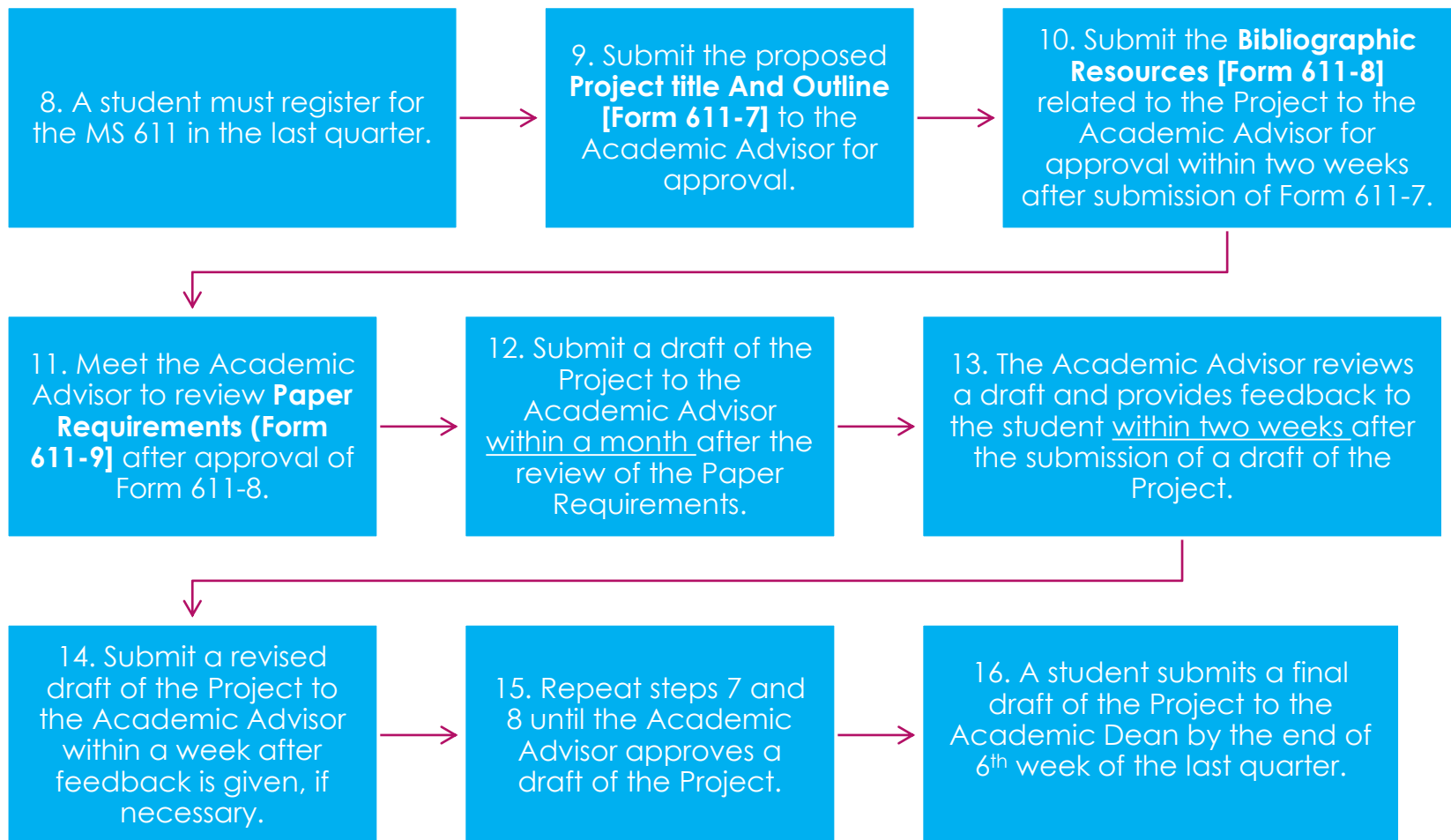
4. A student must submit **Learning Objectives [Form 611-4]** to Academic Advisor within two weeks after starting work.

5. Submit the **Internship Progress Report [Form 611-5]** to the Student Services Advisor two months after starting work.

6. A student must complete the internship period at least one month prior to the start of the last quarter.

7. Within a week after the registration of the MS611 Project in the last quarter, a student must meet the assigned Academic Advisor and complete the **Project Guidelines [Form 611-6]**

Procedures for Path **2** (Continued)



Procedures for Path 3

1. Find a proper employer where you will have work experience related to your field of study.

2. Submit the **Employment Information [Form 611-2]** and **Cooperative Agreement [Form 611-3]** to the Student Services Advisor for verification and approval.

3. Meet the DSO for CPT employment authorization

4. Once it is verified and approved, a student can start the internship at an approved workplace.

5. A student must submit **Learning Objectives [Form 611-4]** to Academic Advisor within two weeks after starting work.

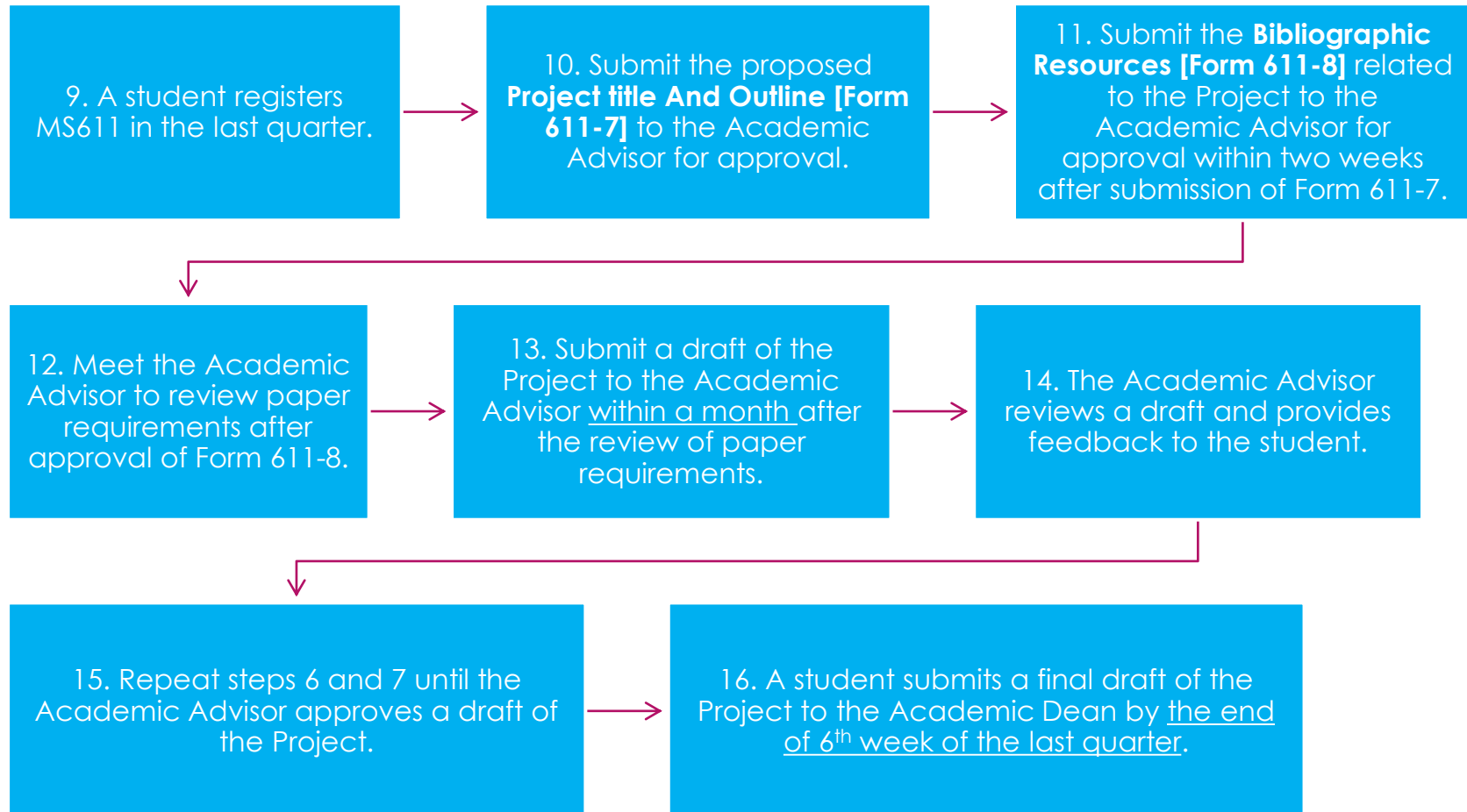
6. Submit the **Internship Progress Report [Form 611-5]** to the Student Services Advisor every two months during the work.

7. A student must complete the internship period at least one month prior to the start of the last quarter.

8. Within a week after the registration of the MS611 Project in the last quarter, a student must meet the assigned Academic Advisor and complete the **Project Guidelines [Form 611-9]**

Procedures for Path 3 (Continued)

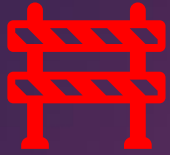
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WARNING TO CPT STUDENTS

- ▶ Don't work before or after your CPT authorization dates
- ▶ Don't work without your I-20 authorizing CPT
- ▶ Submit the Progress Report every two months during the CPT period.
- ▶ Be noted that Unauthorized Employment is grounds for IMMEDIATE TERMINATION of your SEVIS record.
- ▶ OPT will NOT be available if your CPT period exceeds eleven months.



Requirements for CPT Workplace


- ▶ The workplace must be within 65 miles of the school.
- ▶ The workplace must be related to your field of study.
- ▶ The job offer must be received two weeks or more in advance.
- ▶ The start date of the work must be after approval of the following documents
 - Employment Information Form
 - Cooperative Agreement
 - CPT authorization
- ▶ You must receive CPT authorization prior to starting to work
- ▶ Students must report to DSO immediately if the employer is changed.
- ▶ Ending CPT early requires terminating CPT with the DSO.



MS 621

Comprehensive Examination

Eligibility Requirements for MS 621

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- ▶ Students must meet the following requirements to be eligible for the MS621.
 - Must complete 56 units.
 - Must meet SAP (a minimum CGPA of 3.0)
 - Must Attend the Orientation

Procedures and Evaluation for MS 621



- ▶ Must inform Academic Dean of intent to take MS621 at least three quarters prior to the last quarter.
- ▶ Must attend the MS611 and MS621 Orientation.
- ▶ Must take the Comprehensive Exam in the last quarter. (Test dates will be announced every quarter.)
- ▶ Must pass all four sections of the MS621 at one time.
- ▶ Must receive at least a 70% on each section to pass MS621.
- ▶ Students will be given **ONLY three attempts** to pass the MS621. The fee for the first attempt is \$350. The fee for the second attempt is \$100. The fee for the third attempt is \$200. Three attempts must be completed **within the following quarter of the quarter of the first attempt.**

Guidelines of MS 621 for MBA students



- ▶ Students must take four sections that consist of two mandatory courses and two selective courses at one time.

- ▶ The following two courses are mandatory.
 1. **BA512 Advanced Strategic Management**
textbook: Strategic Management 6e, Frank Rothaermel, 6th Ed, McGraw-Hill LLC, 2024

 2. **BA521 Leadership and Organizational Behavior**
textbook: Organizational Behavior, Emerging Knowledge, Global Reality, 10th Edition. 2024. S. McShane and M. Von Glinow, New York, McGraw-Hill Education.

Guidelines of MS 621 for MBA students (Continued)



- 1) Two selective courses from the following courses can be selected by the student.
 1. **BA531 Operation Planning and Control**
textbook: OM 2, 2nd Edition, David Alan Collier; James R. Evans/Textbook ISBN-10: 0-538-74556-8, ISBN-13: 978-0-538-74556-7
 2. **BA541 Financial Management and Analysis**
textbook: CFIN 2010, 1st Edition, Scott Besley; Eugene F. Brigham/Textbook ISBN-10: 0-538-74800-1, ISBN-13: 978-0-538-74800-1
 3. **BA573 Project Planning and Management**
textbook: Successful Project Management, 5th Edition, Jack Gido; James P. Clements, Textbook ISBN-10: 0-538-47897-7, ISBN-13: 978-0-538-47897-7
 4. **BA575 Business Analytics Programming**
textbook: Data Analysis Using SQL and Excel, Second Edition. (2015) Gordon S. Linoff. Wiley; ISBN-10: 111902143X. ISBN-13: 978-1119021438

Guidelines of MS 621 for MSCIS students



- ▶ Students must take four sections that consist of **two mandatory courses** and **two selective courses** at one time.
- ▶ The following two courses are mandatory.
 1. **BA512 Advanced Strategic Management**
textbook: Strategic Management 6e, Frank Rothaermel, 6th Ed, McGraw-Hill LLC, 2024
 2. **BA521 Leadership and Organizational Behavior**
textbook: Organizational Behavior, Emerging Knowledge, Global Reality, 10th Edition. 2024. S. McShane and M. Von Glinow, New York, McGraw-Hill Education.

Guidelines of MS 621 for MSCIS students (Continued)



- ▶ Two selective courses from the following courses can be selected by the student.

1. **CS531 Information Systems Planning**

textbook: Managing and Using Information Systems: A Strategic Approach, 4th Edition, Keri E. Pearlson and Carol S. Saunders, John Wiley & Sons, Inc., 2010, ISBN-13: 978-0-470-34381-4.

2. **CS551 Information Systems Project Management**

textbook: Information Technology Project Management, Revised 6th Edition, Kathy Schwalbe, Course Technology, 2011, ISBN-13: 978-1-111-22175-1

3. **CS561 Data Modeling and Database Administration**

textbook: Database Systems: Design, Implementation, and Management, 10th Edition, ISBN-10 1111969604 ISBN-13: 9781111969608

4. **CS521 Management Information Systems**

textbook: Management Information Systems, 6th Edition, Effy Oz, Course Technology, 2009 ISBN-13: 978-1-4239-0178-5



Where to find
detailed
information

WWW.CALUMS.EDU/MS611AND621



Thank you!