

Graduation Regulation of Graduate program in Dept. of Computer Science & Engineering (CSE)

Contents

1. Mandatory Sessions	3
2. Requirements for Completion	5
3. Credit Transfer	6
4. Credit Transfer from Other Institutions.....	7
5. Degree Plans	8
6. Thesis Submission Qualification Exam (Master's)	9
7. Completion of Coursework– Class Registration	11
8. Thesis Screening.....	16

1. Mandatory Sessions (1)

- Mandatory Sessions for M.S and Ph.D Thesis Submission Qualification Exams
 - ① Institute of Environmental Protection & Safety **Education for Environment Protection**
Sessions for incoming and enrolled graduate students majoring in science and engineering
Sessions are scheduled every February (for students enrolling in March) and August (for students enrolling in September).

1. Mandatory Sessions (2/2)

- Mandatory Sessions for Master's and Doctoral Thesis Submission Qualification Exams

- ② College of Engineering **Education for Life Protection**

Sessions for incoming and enrolled graduate students majoring in science and engineering

How to Register: Visit the College of Engineering Website (<http://eng.snu.ac.kr/>)

> "Online Service" > "Education for Life Protection"

2. Requirements for Graduation

- **Master's Degree (M.S)**

- Minimum number of enrolled semesters: 4
- Maximum years of enrollment: Cannot exceed 4 years as a master's candidate (excluding leaves of absence)
- Required credits: Minimum of 24
- GPA: GPA of all courses and majoring courses should be 3.0 or above.
- **Have to work as TA in 1 or more department course before completing M.S. course**

- **Doctoral Degree (Ph.D.)**

- Minimum number of enrolled semesters: 4
- Maximum years of enrollment: Cannot exceed 6 years as doctoral candidate (excluding leaves of absence)
- Required credits: Minimum of 36 (Minimum of 60 credits including credits from the master's program)
- GPA: GPA of all courses and majoring courses should be 3.0 or above.
- **Have to work as TA in 1 or more department course before completing Ph.D. course**

- **Combined Master's and Doctorate Degree (Combined M.S and Ph.D.)**

- Minimum number of enrolled semesters: 6
- Maximum years of enrollment: Cannot exceed 8 years in the combined degree program (excluding leaves of absence)
- Required credits: Minimum of 60
- GPAs: GPAs of all courses and majoring courses should be 3.0 or above.
- **Have to work as TA in 1 or more department course before completing Combined course**

3. Credit Transfer (within SNU)

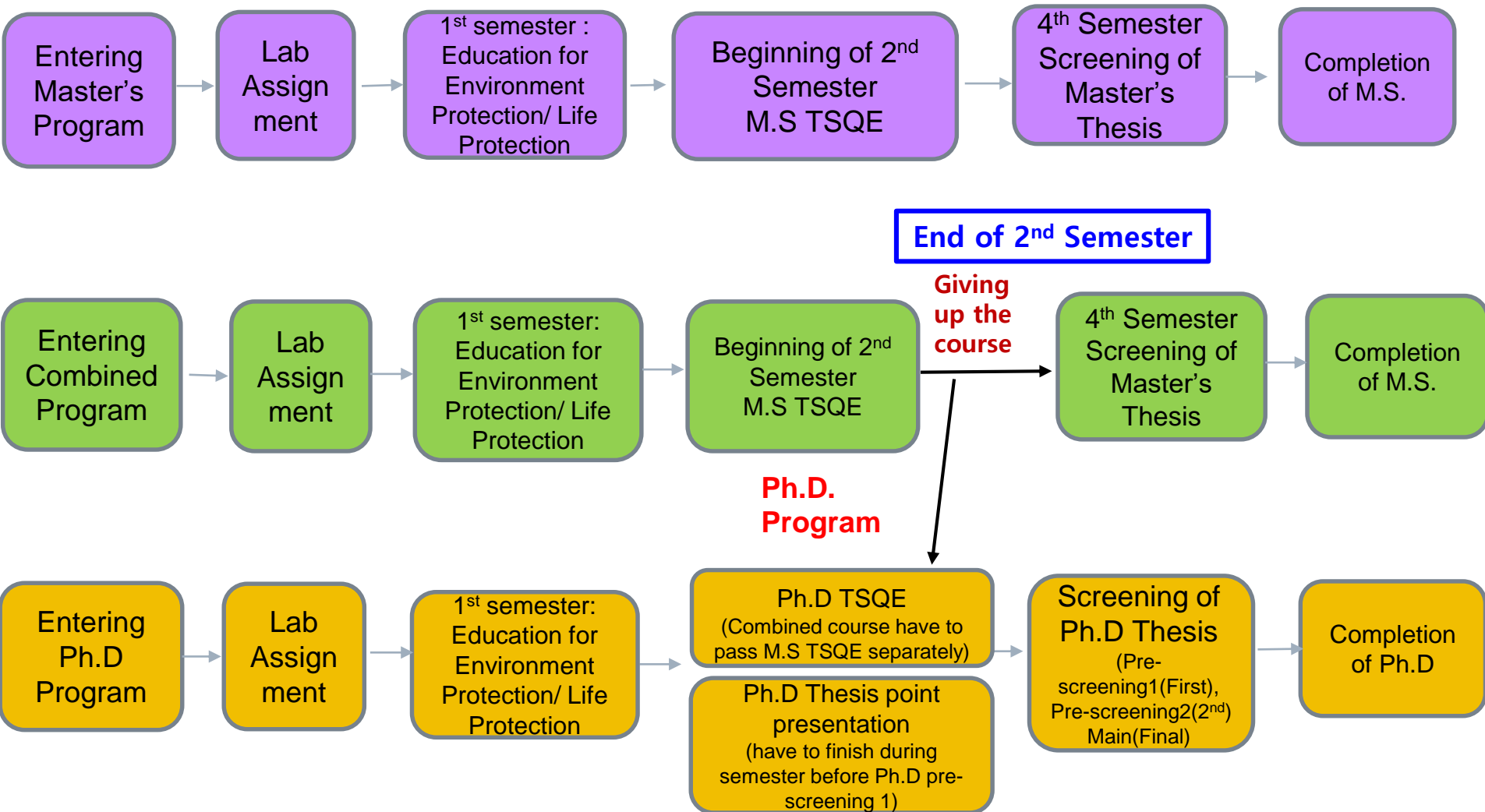
- Purpose: To recognize credits from other **Seoul National University** programs and credits for the Combined Master's and Doctoral Program (Combined M.S and Ph.D.)
 - ① **Transferring credits from graduate courses taken as an undergraduate**
 - Recognized if the student has taken the course after qualifying the minimum credit for graduation
 - Up to 6 credits are accepted for courses with the grades of B0 or above.
 - ② **Transferring credits from master's program(M.S) taken as Doctoral program (Ph.D.) (Only applies to the same major)**
 - If a student has taken more than **24 credits** in the master's program, up to 12 extra credits are accepted only for courses with the grades of B0 or above.

(Example: If you have taken 36 credits as a master's student, 12 credits will be transferred to your doctoral program.)
- Execution: Submit the application form for credit transfer and transcript to the department office upon notice at the beginning of your first semester.

4. Credit Transfer from Other Institutions

- Purpose: To recognize credits from graduate programs at other institutions
 - ① Conditions for transferring credits from the same major (CSE) and the same degree program (master's(M.S), doctoral(Ph.D.), etc.) of **other universities (not SNU)**
 - Courses with grades of B0 or above
 - Courses that are taken **within 10 years**
 - **Up to 6 credits for master's program, 9 credits for the doctoral program, 15 credits for the combined degree program** are accepted.
 - ② Credit Transfer Process
 - Obtain a letter of recommendation from your thesis advisor and request the Department Chair to confirm the similarity with SNU CSE's curriculum.
 - Afterward, your application will be reviewed by the relevant committees.
 - ③ Transcription of transferred credit and GPA calculation
 - A statement that the student has taken a similar course to an SNU equivalent course will be recorded.
 - The name of the former institution will be recorded.
 - The grades of transferred courses are excluded from the total GPA in your SNU transcript
 - ④ Students are not allowed to re-take a similar course at SNU after transferring credits.
- Execution: Submit the application form for credit transfer and transcript from other institutions to the department office upon notice at the beginning of each semester (application at the beginning of the first semester is strongly recommended).

5. Degree Plans



* Some steps require ordering relations

6. Thesis Submission Qualification Exam (TSQE) (M.S)

- You need to pass TSQE to submit your master's thesis
- Eligibility
Students who have been enrolled for two or more semesters and have taken the sessions on Environment Protection and Life Protection
- You may choose **one or two subjects out of the selected subject by the academic affairs committee** and take a written examination.
 - The current subjects: **Computer Architecture, OS, Algorithms, Programming Languages, Introduction to Machine language**
- **1~2 Subjects selection will happen after looking at questions during exam, Exam will take 80 minutes.**
- **To pass, your score should be 60/100 or above**
- International students whose first language is English should **pass the Korean test or take Korean language courses.**
- International students whose first language is not English should either **pass the Korean test, take the Korean language courses, or pass the English test**
 - You can choose TEPS or TOEFL for the English test.

6. Thesis Submission Qualification Exam (TSQE) (Ph.D.)

- You need to pass TSQE to submit your doctoral thesis
 - Eligibility: For both Combined Degree and Doctoral Programs, students who have been enrolled for two or more semesters and have taken the sessions on Environment Protection and Life Protection
 - The TSQE is **an oral English presentation of one paper selected by the academic affairs committee, which is assessed by the TSQE committee consisting of 3 full-time professors.**
 - Students should discuss with their thesis advisors before selecting the members of their TSQE, as well as the date and place of the examination. Students should then notify the administrative staff of the TSQE schedule.
 - To pass, your score should be 70/100 or above
 - Students in the **Combined Degree Program** are required **to pass TSQE for the master's program** before taking TSQE for the doctoral degree. To pass, their scores should be 60/100 or above. The current subjects are **Computer Architecture, OS, Algorithms, Programming Languages, and Introduction to Machine Languages.**
 - Caution: Doctoral students **may apply for thesis proposal in the following semester and may apply pre-screening1(first), pre-screening2(middle), main screening(final) after they have passed the TSQE in the previous semester (Students may not apply for thesis proposal in the same semester they passed their TSQE).**
 - International students whose first language is English should pass the Korean test or take Korean language courses.
 - International students whose first language is not English should either pass the Korean test, take the Korean language courses, or pass the English test
- You can choose TEPS or TOEFL for the English test.

7. Completion of Coursework– Class Registration (1)

- Limited Credit Accumulation of Topics Courses(research subjects):
 - In the case of a course whose name starts with “Topics in”, up to 1 course for the master’s program and 2 courses for the doctoral program and up to 4 courses for the combined degree program will be recognized.
 - (For master’s students who have taken all two topics courses, only 3 credits will be recognized for the Thesis Research course.)
 - Thesis research course will be exempted from Topics courses (research subjects) approval.
 - Limited Credit Accumulation of Courses Taught by the Same Professor:
 - For the courses taught by the same instructor, up to 2 lecture courses and 1 topics courses will be recognized. (Excluding the Thesis Research course and undergraduate courses taught by the professor.)
 - This limitation is equally applied to the master’s, doctoral and the combined degree programs.
 - Credit Accumulation Limits for Thesis Research Courses (Not Mandatory):
 - Master’s Program: up to 6 credits (2 courses), Doctoral Program: up to 12 credits (4 courses), Combined Degree Program: up to 18 credits (6 courses)
 - Seminar Courses(Mandatory):
 - Master’s Program: 2 credits, Doctoral Program: 3 credits, Combined Degree Program: 3 credits
 - M.S Students must take the “4190.781 Advanced Computer Engineering Seminar” for twice(2times), Ph.D/Combined must take 3times
- ※ 4190.781 Advanced Computer Engineering Seminar (1 credit) is a second-group graduate course which is opened every semester under a different sub-theme and can be taken multiple times.

7. Completion of Coursework – Class Registration (2)

■ For Graduate Students Taking Undergraduate Courses

- Up to **6 credits** during the entire graduate program will be recognized
- Students must submit an “application form for credit transfer” signed by their thesis advisor to the administration office.
- Only the major undergraduate courses will be accepted.
- Credits from liberal arts classes will not be accepted.

■ For Graduate Students taking Undergraduate or Graduate Courses from Other Departments

- Only **up to half of the credits** for the completion of the program may be recognized for courses opened in other departments. Excess credits will not be accepted (ex.) Students enrolled in the combined degree program may get up to 30 credits recognized from courses held in other departments.
- This should also be approved by your thesis advisor and the department head and thus requires a signed “application form for credit transfer” which should be submitted to the administration office.
- Courses from the Graduate School of Convergence Science and Technology, the Department of Industrial Engineering, and the Department of Electrical and Computer Engineering are all considered as courses from other departments.
- Please note that **undergraduate course credits from other departments are also included in the 1/2 credits for the completion of the program** as mentioned above.

■ Caution

- Please note that the English courses for graduate students, such as the advanced English Academic Writing (990.664) and the advanced English Academic Presentation (990.666), will not be counted for the credits necessary for the completion of the program (Grades will be given as either Successful or Unsuccessful).

7. Completion of Coursework – Class Registration (3-1)

Departmental Regulations for Completion of Graduate Coursework (Accumulation of Credits Across Different Fields)

- 1) Article 1 (Completion of Courses) As noted in Article 2, students in the Master's and/or Doctoral programs must complete **a minimum of 4 graduate-level courses in at least 3 out of 8 fields of study** (either 1+1+1+1 or 2+1+1). **The grades of all courses should be B0 or above.** Note that this article does not apply to the doctoral program students who obtained their Master's degree from the Department of Computer Science and Engineering at Seoul National University.
- 2) Article 2 (Fields of Study) The fields of study are as follows. The courses relevant to each field are determined by the academic committee.
 - ① System Software
 - ② Programming System and Software Engineering
 - ③ Information Systems
 - ④ Graphics and Human-Centered Computing
 - ⑤ Networks
 - ⑥ AI
 - ⑦ Architecture and Embedded System
 - ⑧ Theory
- 3) Article 3 (Replacement of courses) Course subject not specified in Article 2 may be alternatively recognized as courses required by Article 1.

7. Completion of Coursework – Class Registration (3-2)

Departmental Regulations for Completion of Graduate Coursework (Accumulation of Credits Across Different Fields)

- 1) Article 3 (Replacement of courses) Course subject not specified in Article 2 may be alternatively recognized as courses required by Article 1.
 - To accumulated the courses offered by other departments, students must receive approval from the academic committee in advance.
 - Students wishing to accumulate the courses of other departments must receive the approval from their thesis advisor and submit the application form to the academic affairs committee.
 - The academic affairs committee will decide whether to accept the credits of non-CSE courses in consideration of the syllabus of the course, future directions of the field and the student' area of study.
 - **As a general rule, only up to 1 graduate-level course taken in other departments may be accepted as one of 4 subjects stipulated in Article 1**
 - Courses opened at the Department of CSE can be substituted without any limits. The application for credit accumulation of the courses from the Department of CSE should be submitted before the course registration period, so that the academic affairs committee can decide whether the student can accumulate the credit of the course.

7. Completion of Coursework – Class Registration (4)

- **Students in the Combined Degree Program should arrange a meeting with their advisor professor at the **end of their second semester****
 - Students who wish to **graduate with a master’s degree** should submit a “**renunciation form for the combined master’s/Ph. D. program**” and their transcript.
 - **Students who wish to proceed to the doctoral program** should submit their transcript and a “**research plan.**”
 - The academic committee will determine the students’ graduation or their entrance to the doctoral program based on the submitted documents and transcripts.
(Regulations for Entering the Doctoral Program for Students in the Combined Degree program)
- **All graduate students** must submit a **research report** every year at the beginning of the first semester.
 - The research report should include research accomplishments, published journal papers, and the research plan for the following year.
(Specific forms to be used for the Application for Master’s Degree, Research Proposal, and the Annual Research Report)

8. Thesis Screening (1)

- Eligibility

- Students who passed the Foreign Language and Major Exams of the Thesis Submission Qualification Exam
 - Master's Program – Students who completed a minimum of 24 credits
 - Doctoral Program – Students who completed a minimum of 36 credits
 - Combined Master's/ Ph. D. Program – Students who completed a minimum of 60 credits
- (The grades of all courses and major courses should be 3.0 or above)**
- Students who have not passed the permitted period for submitting their master's thesis or doctoral thesis
 - Students who have been approved to extend the thesis submission period based on Article 9, Clause 2 of the University Regulations on Graduation Requirements
 - Students who have been allowed to submit their thesis on the ground of Article 9, Clause 4 of the University Regulations on Graduation Requirements
 - Students who have met the requirements specified by each department in regards to the submission of Master's or doctoral thesis

Schedule

- Scheduled according to each semester's schedule.

8. Thesis Screening (2)

■ Master's Degree

- Students should pay the thesis screening fee and submit the Thesis Screening Registration Form. (for research students, also a copy of research student registration form)
- The schedule for the thesis presentation will be announced on a later date.
- The Final Report should be submitted on schedule.
- The original file of the thesis and a copy of the thesis should be submitted to the SNU Central Library for preservation.

■ Doctoral Degree

- Students should pay the thesis screening fee and submit the Thesis Screening Registration Form, letter of recommendation from the thesis advisor, curriculum vitae, letters of recommendation from thesis committee, personal information of external committee members, and the payment statements for external committee members. (for research students, also a copy of research student registration form)
- The dates for **presentation of thesis outline, pre-screening1(first), pre-screening2(middle), main-screening(final)** must be scheduled independently and only the date and place of the presentation of the thesis outline should be notified to the department administration office, **pre-screening1 will be open-presentation.**
- **Students participated in pre-screening1 will be approved as taking CSE seminar class once.**
- **Presentation of thesis outline will be form of Thesis proposal by appointing Thesis guide committee with 3 full-time professors before having pre-screening1**
- The **final report** (outline of thesis, final report of preliminary evaluation, 5 copies of the transcript of the oral examination, 5 copies of ballots, and the thesis evaluation results sheet) should be submitted to the department administration office and the **original file** of the thesis and a copy the thesis to the SNU Central Library for preservation.
- Extending the thesis evaluation period and applying for your thesis to be not open to the public should be done before the final thesis evaluation

8. Requirements for Master's(M.S) Thesis Evaluation

- Master's thesis should be at a level that could be published in an international or national academic journal.

8. Requirements for Doctoral(Ph.D.) Thesis Evaluation

- To receive a doctoral degree, the doctoral candidate should publish two Thesis which meet the following conditions and show that the candidate is the author of the articles and are affiliated with Seoul National University.
 - **1 publication in an international journal (SCI- or SCIE-level) or a top-tier international academic conference**
 - **1 publication in an international conference or an international journal or a domestic journal**
- The doctoral candidate should submit a **“Confirmation of Eligibility for the Application for the Doctoral Degree Evaluation”** issued by their thesis advisor to the department head for confirmation.
- The two published articles written by the doctoral candidate should have **the doctoral candidate as the first author with exception to the candidate’s thesis advisor**, and relevant documents that confirm that the papers have been published or will be published should be submitted to the department head for confirmation.
- The candidate may be the first co-author but in cases which the article has two or more authors, the number of publication will be calculated by dividing 1 by the number of co-authors and by rounding off the numbers to the nearest hundredths.

8. Terms for Thesis Evaluation

- International Journals & International Conferences
 - Internationally recognized journals and academic conferences that are published regularly and are peer-reviewed
- Domestic(National) Journals
 - Journals that are published regularly and are peer-reviewed in Korea
- Top-tier International Academic Conferences
 - International academic conferences separately approved by the academic committee

8. Extension of Thesis Submission Period

- The submission period could be **extended up to 2 years** after completing the coursework; up to **4 years** for the master's program and up to **6 years** for the doctoral program
- After the two-years extension, students must register as “research students with extended thesis submission period”
 - Master's students should **enroll** for a **minimum of 1 semester** and doctoral students **for a minimum of 2 semesters.**
 - Courses: Master's candidates should complete a minimum of **6 credits**, and the doctoral student a minimum of **9 credits.**
 - **Candidates can be granted with an additional three-year extension.**
 - The three-year extension is **only given once.**