Summer Permit Request Procedure for COP 3514 Program Design and CDA 3103 Computer Organization

If you wish to take COP 3514 Program Design and/or CDA 3103 Computer Organization in Summer 2018, please complete the attached (next page) form and return it (in hardcopy, not by email) to the Department Undergraduate Coordinator (Dr. William Hendrix) in ENB 301C (office hours for Spring 2018 are MW 11am-1pm and F 11am-6pm).

Please complete all sections of the form. If a course is currently in progress, mark it as “IP” or “In Prog”; otherwise list ALL grades for listed courses completed. We will begin reviewing permit requests immediately and will complete the process before the start of the summer semester.

Permits are granted on the basis of
- space availability,
- student qualifications (GPA, prerequisite courses completed, grades in courses required for admission to the Computer Science and Computer Engineering programs), and
- other student attributes, such as level and classification.

The purpose of this permitting process is to ensure that the students enrolled in Program Design and Computer Organization have a strong academic record and are making sufficient progress towards meeting the admission criteria (a 3.1 in Calculus 1 and 2, Physics 1 and 2, and English Composition 1 and 2 and a “B” in Programming Concepts for the current catalog year). In almost all cases, students enrolling in Computer Organization should already have been accepted into the Department. The Department also offers a BS in Information Technology. The BSIT program does not require Calculus for admission. This may be attractive to some students.

If your request is granted, a permit to register for Program Design COP 3514 and/or Computer Organization CDA 3103 will be issued. When you receive notification via email that your request was granted/permit has been issued, it is your responsibility to use OASIS and register for any of the Program Design and/or Computer Organizations sections that have available seats. Please understand that the act of us issuing the permit does NOT guarantee your placement in the course, as you must still register for the class.

The USF Undergraduate Catalog describes the admission requirements for the Computer Science and Computer Engineering programs, see here: http://www.ugs.usf.edu/catalogs.htm.
Department of Computer Science and Engineering

COP 3514 – Summer Course Permit Request

Student: ___________________________________________  Major: Pre-CompEng

Last  First  Middle initial

Student ID: ___________________________  Phone: ___________________________

Address: ___________________________________________

Street  City  State  Zip code

Email: ___________________________@mail.usf.edu  Classification: Fresh

NOTE: Although seats may be available, submission of a permit request does not guarantee approval.

If issued a permit for the above class, I understand that, by the first day of class, I must have:

- Met all of the prerequisites for the course(s) I will be taking.
- Be on track to complete the six Departmental prerequisite courses (English Composition I and II, Calculus I and II, and Physics I and II with labs). Minimum of C is required (C- is not acceptable).
- Achieved the minimum required GPA in the above listed Departmental prerequisite courses (the current GPA requirement is found on the Computer Science and Engineering department website).

NOTE: Select a grade for each class or select EX = Exam credit, IP = In progress, NA = Not yet taken.

ENC 1101  ENC 1102  MAC 2281  MAC 2282  PHY 2048  PHY 2048L
PHY 2049  PHY 2049L  COP 2510  CDA 3103  COP 3514  COT 3100

- Submitted my application for entry into the department – Go to Engineering Student Services in ENC 1302 (submit application for entry into the department as soon as grades are posted).

I agree that if I do not meet department entrance requirements or if I do not meet the course prerequisite conditions by the start of the semester, then I will voluntarily withdraw from the above course before the end of the first week of class. If I do not voluntarily withdraw, the department may withdraw me later in the semester and this may incur a loss of tuition funds and the inability to add another course.

Agreed: ___________________________  Date: __________

Student

Department Approved: ___________________________  Department Undergraduate Advisor  Date: __________

This form is to be executed for every student enrolling in Departmental Courses who has not completed the six key Departmental prerequisites at the date of registration.

For Office use only:  Current GPA: ______

Dept. Approval: ___________________________  Date: __________  Issued: ______  Notified: ______

Distribution:

Original: Student file  Copy: Student