

**TO INTERESTED STUDENTS REGARDING CSC 893/694 INDUSTRIAL
RESEARCH**

(Revised 8/31/06)

Objective of this course is to leverage your industrial experience as part of your academic education. It is therefore important to make sure that a certain level of learning and academic discipline is achieved while you are working on industrial projects.

In order to achieve this, here is the procedure we require:

Step 1) Proposal: write a short proposal describing what the project is and your role in it. Please consult with your industrial supervisor and make sure this proposal does not have any confidential information. Proposal format also to include:

Title: Industrial Research Project CSC 893/694: *Proposal*

Student name

Company name

Name of the supervisor from the company.

Length: up to 1 page.

Step 2) This proposal is to be submitted with your request for an ADD sticker for the class.

Step 3) Upon completion of the assignment, please write Industrial Research Summary Report covering the following:

Title: Industrial Research Project CSC 893/694: *Summary Report*

Your name

Company name

Name of the supervisor in the company

Project description and objectives (OK to repeat from proposal)

- What have you done
- What were the technical challenges
- What were the other challenges (organizational, teamwork, learning)
- Reference to your final project if available (WWW link, product name etc.)

Length: up to 3 pages.

Step 4) Please provide employment offer letter from the employer (hard copy or PDF file sent via e-mail) that besides the offer, also confirms that the work will be limited to 20 hours/week for internships done in Fall or Spring semesters.

Course credit will be contingent upon instructor approving your Industrial research Summary Report.

Professor Dragutin Petkovic

Chair, CS Department, SFSU

Instructions for Foreign Students

Immigration Service rules impose additional constraints on taking CSC 694/893.

International students must:

- have a valid F-1 status
- be in good academic standing
- be a full time student for one year prior to registering for CSC 694/893

Note also that for international students, units earned in CSC 694/893 **must count as electives toward their degree** (that is, all units of CSC 694/893 must appear on their Petition for Graduation/GAP form).

CSC 694/893 CANNOT be taken if:

- all electives have been completed
- the student is currently working on his/her thesis, or
- if CSC 893 would delay the completion of the thesis or graduation

Since INS rules change from time to time, students interested in registering for CSC 694/893 are encouraged to check with the Office of International Programs BEFORE planning for this option in their studies. If you qualify, please proceed with the steps below.

The following steps are required for International Students who wish to enroll and participate in CPT.

- Go to the OIP website page: <http://www.sfsu.edu/~oip/handouts/menu.htm>
Scroll down the page until you see the link regarding employment. Select the CPT link. Please follow these guidelines.
- You must obtain an ADD sticker from the Chair of the Computer Science Department to register for this course.
- You must be registered in the CSC 694/893 course prior to obtaining a letter from the department office. The date on the letter must be on or after the date you enroll in CSC 694/893 both from the department and from your employer.
- For information on the CSC 694/893 Requirements, go to <http://www.cs.sfsu.edu> and proceed to the Department Forms page. You will be able to open the Page showing the Requirements for CSC 694/893.