Starting the Advising Process

1. **Contact your Advisor**
   - Your advisor can be found in your Student Center. Click on details under their name to send an email.
   - Your advisor may also send out an email with their advising procedures. Pay attention to your TU email inbox.

2. **Pick up or print out advising forms**
   - Advising forms can be found in YR406 or online under Student Resources on our website. *Note: you should select the form with your catalog year (the year you started at Towson University.)*

3. **Complete advising forms**
   - Prior to meeting, fill out your degree completion plan and email it to your advisor.

4. **Set an appointment with your advisor**

5. **Sign up for classes**
   - Sign up for classes on your enrollment date. Your enrollment date is listed on your Student Center. Click on the date for your enrollment time.

   `www.towson.edu/cis`

Overall Requirements

- Must complete 120 Credits
- Must complete 32 Upper Level Units
- Must complete all University CORE (or Gen Ed) requirements
- Must complete all major requirements
- Must complete last 30 credits at Towson
- Must graduate with an overall GPA of 2.0 or higher

Major Requirements

- All prerequisites are strictly enforced
- No third attempts allowed for major courses
- No core exceptions can be made by our department
- All required courses must be completed with a grade of C or better
- COSC 236 and COSC 237 must be taken together at either Towson University, a Community College, or 4 year school

Internship Requirements

- Must have a GPA of 2.8 or above
- Student must have acquired an internship
  (Note: The Career Center can help you find an internship)
- Completed 2 upper-level (300+) courses in the major
Helpful Tips for Your Major

**Computer Science**
- Must take MATH 119 or equivalent before COSC 236
- Must take COSC 175 or equivalent before COSC 236
- Must take 2 sciences that are on the required list for the major
- If pursuing a Computer Science Track, major must be declared in Peoplesoft
- Required Cores:
  - Core 5: COMM 131
  - Core 9: ENGL 317
  - Core 14: COSC 418

**Information Systems**
- Must take MATH 119 or equivalent before COSC 236
- Must take COSC 175 or equivalent before COSC 236
- All IS students must select a track:
  - Business
  - Interface Design
  - Systems
- ITEC 231 is now required for IS students starting 2017-2018 catalog year
- COSC 111 is not a required course but it is a prerequisite for CIS 211
- CIS 115 (transfer course) is equivalent to COSC 111
- Required Cores:
  - Core 9: ENGL 317
  - Core 14: COSC 418

**Information Technology**
- COSC 175 is now a requirement for IT students starting 2018-2019 catalog year
- Must take MATH 231 before taking COSC 236
- ITEC 236 is equivalent to COSC 236 for IT majors only (students do not need to retake COSC 236)
- CIS 115 (transfer course) is equivalent to COSC 111
- Required Cores:
  - Core 5: COMM 131
  - Core 9: ENGL 317
  - Core 14: COSC 418

How to Select Classes

1. Open your Academic Requirements in your student center.

2. Using the course sheet for your major, check off completed courses.

3. Note courses you need - both major and core courses. (Needed courses will show as Not Satisfied in your AR)

4. Using the back of the course sheet for your major and keeping in mind prerequisites, list courses you want to take next semester. (An up-to-date Degree Plan makes this step easier)

5. Review plan with your advisor.