CIS Student Advising Guide

Starting the Advising Process

1) **Meet with a Student Advisor**

   Student Advisors located in the CIS Advising Hub (YR 207) can assist with any of the following:

   - Selecting and enrolling into courses for the upcoming semester(s)
   - Creating your individual Degree Completion Plan (DCP)
   - Answering questions you may have regarding academic advising in general
   - To schedule an appointment, please visit: https://calendly.com/cisadvisinghub
   - **Note: Student Advisors cannot remove holds from your account**

2) **Contact your Faculty Advisor**

   To have your academic holds removed from your account, please reach out to your faculty advisor. **Note: Your advisor may contact you first regarding their procedures for removing your holds. Pay attention to your TU email inbox.**

   - If you have a Degree Completion Plan Hold on your account, please email your Academic Advisor your completed DCP made with or reviewed by a Student Advisor
   - If you only have an Academic Advising Hold, please refer to your Academic Advisor's instructions to see what they require in order to have the hold lifted

   Your Academic Advisor's contact information can be found in your Towson Online Services (TOS) Student Dashboard
   (Academics ➜ Advisor Information)

3) **Register for Classes**

   Once your holds have been lifted, you can register for classes on your assigned enrollment date, which is listed in your TOS Student Dashboard
   (Enrollment ➜ Enrollment Dates)

Graduation Requirement Reminders

Overall Requirements

- Have completed 120 credits, with at least 32 being upper-level (300 and 400-level courses)
- Have satisfied the University's Core Requirements (Cores 1 – 14)
- Complete your last 30 credits at Towson University
- Have a GPA of 2.0+
- Complete all Major Requirements

Major Requirements

- Prerequisites are strictly enforced (unless specified, you cannot take a course concurrently with its prerequisite)
- All major courses must be completed with a grade of C or better
- Third attempts are not allowed for major requirement courses

Helpful Reminders for Your Major

All CIS Majors

- Must take COSC 175, COSC 236, MATH 263
- COSC 175 must be completed before COSC 236
- COSC 236 must be completed before MATH 263 (ITEC 236 is the transfer equivalency for ITEC majors)
- ITEC/IS Majors: Must Complete COSC 111 & CIS 211
- Must take ENGL 317 and COSC 418 for Cores 9, 14 respectively
- COSC 236 & COSC 237 must be taken at the same institution to receive credits for both courses
- If pursuing a track, it must be declared in your Academic Requirements

Computer Science

- Must take COMM 131 to satisfy Core 5
- Must take two Lab Sciences from the pre-approved list to satisfy Cores 7 & 8 (see COSC Major Sheet)

Information Technology

- Must take COMM 131 to satisfy Core 5
- Must take MATH 115, MATH 231 or ECON 205 before COSC 236
- Can take ITEC 315, ITEC 325 concurrently with MATH 263

Information Systems

- Not required to take COMM 131 to satisfy Core 5
- Must be declared in a track (Business, Systems, Interface Design, or Data Analytics)