

INI Pittsburgh - Silicon Valley School Catalog

*Academic Year 2018-2019 as defined by the Official Academic Calendar at
<https://www.cmu.edu/hub/calendar/docs/1819-academic-calendar.pdf>*

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Campus Information

Standard Disclosure

Carnegie Mellon University (CMU) is a private, non-profit institution, approved to operate in California by the California Bureau for Private Postsecondary Education. CMU is accredited through a voluntary, peer-review process coordinated by the Middle States Commission on Higher Education (MSCHE or Middle States). MSCHE is one of six regional accrediting agencies in the United States, each accrediting institutions of higher education within a specific geographic region. Middle States is recognized by the U.S. Department of Education. This recognition enables MSCHE's member institutions to establish eligibility to participate in federal financial aid programs (e.g., federal loans, grants, and work-study) administered by the U.S. Department of Education. CMU has been accredited by Middle States since 1921. More information regarding accreditation standards and processes and to view the University's re-accreditation reports on the Middle States Accreditation website at: <http://www.cmu.edu/middlestates/>.

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 toll-free or by completing a complaint form, which can be obtained on the bureau's internet website, at www.bppe.ca.gov

Carnegie Mellon University – Information Networking Institute

4616 Henry Street
Pittsburgh, PA 15213
Phone:(412) 268-7195; Fax: (412) 268-7196
<https://www.cmu.edu/ini/>

Branch Campus: Carnegie Mellon University – Silicon Valley

NASA AMES RESEARCH PARK, MS 23-11
Moffett Field, CA 94035
Phone: (650) 335-2886; Fax (650) 603-7032
www.cmu.edu/silicon-valley/

Class Location

Classes offered for the INI Pittsburgh - Silicon Valley MSIT - IS/MOB programs in California are held at:

Branch Campus: Carnegie Mellon University - Silicon Valley

NASA AMES RESEARCH PARK, MS 23-11

Moffett Field, CA 94035

Phone: (650) 335-2886; Fax (650) 603-7032

www.cmu.edu/silicon-valley/

INI Website California Private Postsecondary Education Act Section

The INI Pittsburgh-Silicon Valley School Catalog along with all other relevant documents and information is available under the California Private Postsecondary Education Act section on the INI website at <https://www.cmu.edu/ini/academics/msit/bppeact.html>.

Welcome to the INI

The Information Networking Institute (INI) at Carnegie Mellon University (CMU) educates and develops engineers through technical, interdisciplinary master's degree programs in information networking, security and mobility that incorporate business and policy perspectives.

With extraordinary agility, the INI has navigated the changing landscape of technology from wired communications in the 1980s to wireless, mobile and Internet of Things in today's world. We were established in 1989 in response to a demand from industry for professionals skilled in both computing and communications. Looking at first principles in each of those domains, we designed a program that would prepare students for the world we saw coming in which distributed computing and communications would be indistinguishable.

What began as a small fledgling program has evolved over the past three decades to become an integral part of Carnegie Mellon's College of Engineering and home to close to 300 students each year from across the world. Our students are provided with a distinctly interdisciplinary learning experience: an advanced, specialized curriculum in information networking and computer systems, complemented by coursework in business, management, and policy.

The INI Mission, Vision and Values are available at: <https://www.cmu.edu/ini/about/mvv.html>.

Programs Offered

The INI offers two degrees through bicoastal delivery in collaboration with the Silicon Valley campus: Mobility (MSIT-MOB) and Information Security (MSIT-IS). These technical, interdisciplinary graduate degree programs provide students with an advanced, specialized curriculum combining computer science, electrical and computer engineering, software engineering, and information systems. It also exposes students to topics in business, management, and policy. The unique combination of rigorous technical topics, practical

industry-oriented topics, and real-world project experience empowers students to be the movers and shakers of the tech industry, whether launching a tech start-up, joining an enterprise R&D team, or fighting cyber-crime.

MSIT- MOB: Prepares students to be at the forefront of the mobility field with a multidisciplinary curriculum spanning both technical and business topics in mobile applications, services and devices.

MSIT- IS: Prepares students to become industry leaders in information security by blending education in information security technology with other topics essential for the effective development and management of secure information systems.

For detailed outline of the requirements for completion of the INI Pittsburgh - Silicon Valley MSIT - IS/MOB programs, including required courses, any required internships, and the total number of units required for completion please refer to the INI Pittsburgh - Silicon Valley MSIT programs' curriculum webpages:

- [MS29 Curriculum](#) (students entering program during the Fall 2017 semester)
- [MS30 Curriculum](#) (students entering program during the Fall 2018 semester)
- [Course descriptions](#) for the INI Pittsburgh - Silicon Valley MSIT - IS/MOB

A printable version of the Pittsburgh-Silicon Valley MSIT Curriculum is available at: https://www.cmu.edu/ini/academics/academics_docs/MSITCurriculumSheet_MS30_2018.pdf.

Due to the interdisciplinary nature of our programs, INI students can take classes from various departments across CMU's campus while in SV including:

- Electrical & Computer Engineering (ECE): <https://courses.ece.cmu.edu/>
- School of Computer Science (SCS) : <http://www.cs.cmu.edu/course-listings-department>
- H. John Heinz III College of Information Systems and Public Policy (Heinz): https://api.heinz.cmu.edu/courses_api/course_list/
- Integrated Innovation Institute (III): <https://www.cmu.edu/iii/degrees/mssm/curriculum.html>

Faculty

Due to the interdisciplinary nature of our programs, INI students can take classes and work with faculty members from various departments across CMU's campus while in SV. Faculty directories for each of these departments are available at:

- INI: <https://www.cmu.edu/ini/about/team/inifaculty.html>
- ECE: <http://www.ece.cmu.edu/directory/index.html>
- SCS: <http://www.cs.cmu.edu/directory>
- Heinz: <http://www.heinz.cmu.edu/faculty-and-research/faculty-profiles/index.aspx>
- III: <https://www.cmu.edu/iii/innovators/faculty-staff/index.html>

CMU University Policies

It is the responsibility of each member of the Carnegie Mellon community to be familiar with university policies and guidelines. In addition to this catalog, the following resources are available to assist you in understanding community expectations:

- The Word/Student Handbook: www.cmu.edu/student-affairs/theword/index.html
- Academic Integrity Website: www.cmu.edu/academic-integrity
- Graduate Education Website: <http://www.cmu.edu/graduate/policies/index.html>

The complete index of CMU university policies is available at: <https://www.cmu.edu/policies/>.

Some of the university policies most relevant to the INI students are also highlighted in this section.

Carnegie Mellon Code

Students at Carnegie Mellon, because they are members of an academic community dedicated to the achievement of excellence, are expected to meet the highest standards of personal, ethical and moral conduct possible.

These standards require personal integrity, a commitment to honesty without compromise, as well as truth without equivocation and a willingness to place the good of the community above the good of the self. Obligations once undertaken must be met, commitments kept.

As members of the Carnegie Mellon community, individuals are expected to uphold the standards of the community in addition to holding others accountable for said standards. It is rare that the life of a student in an academic community can be so private that it will not affect the community as a whole or that the above standards do not apply.

The discovery, advancement and communication of knowledge are not possible without a commitment to these standards. Creativity cannot exist without acknowledgment of the creativity of others. New knowledge cannot be developed without credit for prior knowledge. Without the ability to trust that these principles will be observed, an academic community cannot exist.

The commitment of its faculty, staff and students to these standards contributes to the high respect in which the Carnegie Mellon degree is held. Students must not destroy that respect by their failure to meet these standards. Students who cannot meet them should voluntarily withdraw from the university.

The Carnegie Mellon Code is also available online at: <http://www.cmu.edu/student-affairs/theword/code.html>.

CMU Statement of Assurance

Carnegie Mellon University does not discriminate in admission, employment, or administration of its programs or activities on the basis of race, color, national origin, sex, handicap or disability, age, sexual orientation, gender identity, religion, creed, ancestry, belief, veteran status, or genetic information. Furthermore, Carnegie Mellon University does not discriminate and is required not to discriminate in violation of federal, state, or local laws or executive orders.

Inquiries concerning the application of and compliance with this statement should be directed to the university ombudsman, Carnegie Mellon University, 5000 Forbes Avenue, Pittsburgh, PA 15213, telephone 412-268-1018.

Obtain general information about Carnegie Mellon University by calling 412-268-2000.

The Statement of Assurance is also available online at: <https://www.cmu.edu/student-affairs/theword/assurance.html>.

Admissions & Enrollment policies

Deferral Policy

The INI does not allow admission deferrals. Each year applicants are reviewed and ranked with the current applicant pool. Students are accepted for admission into the program for a particular academic year and may not defer admission.

Applicant's Responsibility

It is the responsibility of the applicant to provide all required information on the program application and to submit all requested supporting documents in the manner stated on the INI website or requested by the Admissions Staff.

An application may remain "Incomplete" if required documents are not received in the INI office or are not submitted in the proper manner. Applications not completed by the posted deadlines will remain incomplete.

The admissions staff makes every effort to assist applicants in completing their submission; however, the INI does not accept responsibility for documents that are missing or are improperly submitted resulting in an application remaining incomplete and un-reviewed.

The application submission package (<https://www.cmu.edu/ini/admissions/howtoapply.html>) must include the material listed below.

To be considered for admission, you must submit the following documents:

- A completed Online Application Form (<https://engineering.cmu.edu/education/graduate-programs/apply.html>)
- Unofficial transcripts should be uploaded to the online application. Applicants should not upload WES reports; they are not accepted unless requested. Admitted applicants who accept enrollment must be prepared to show Proof of Graduation from their undergraduate program. Proof includes final official transcripts and degree certificate and/or diploma submitted no later than the end of July in the manner requested by the INI. Proof of graduation is a condition of enrollment. Submission of an application serves as an agreement to meet this requirement. Failure to submit proof of graduation can result in termination of enrollment.
- Three letters of recommendation (online only)
- Official GRE General Test scores
- Official TOEFL scores for applicants whose native language/mother tongue is not English

International Students

The INI admits students from other countries. All foreign students must obtain an F-1 or J-1 visa in order to attend CMU. Required documents are processed through the Office of International Education (OIE) which acts as sponsor of foreign students entering CMU. Incoming students are instructed of the necessity to pay for shipping of their I-20 certificate or DS-2019 certificate.

All foreign students originating in countries where English is not the native language/mother tongue must demonstrate English language proficiency in one of the following ways:

- 1) Results from the internet-based Test of English as a Foreign Language (TOEFL), there is no stated minimum;
- 2) Results from the International English Language Testing System (IELTS), there is no stated minimum;
- 3) Attendance at a U.S. University in a four-year undergraduate program. Students must obtain a waiver of the test requirement; decisions are made on a case-by-case basis.

For students who have had the TOEFL or IELTS waived, the INI submits to OIE a Verification of English Language Proficiency for Graduate Admissions form, signed by the INI Director and the Dean of the College of Engineering (CIT).

Confidentiality of Communications

All information provided to students as a result of their application including subsequent correspondence is considered confidential and should not be communicated to other applicants. Please note that applicants are expected to comply with the confidentiality requirement as a condition of admission.

Transfer of Credit Policy

Up to 24 units of courses taken at another university, whether taken before or after entering the INI graduate program, may be transferred and count as electives, providing:

1. They fulfill an INI graduate program requirement;
2. They are graduate-level courses at the university where they were taken; and
3. They have not been used to fulfill requirements for any previously earned degree.

A grade of 'B' or better must be earned for the courses transferred. All transfer credits must be approved by the INI and the CIT Dean's Office, and the INI will determine how the transferred credits will be reflected in the student's degree requirements. The transfer credits will appear on the student's transcript as an INI elective and are not factored into the core or cumulative GPAs.

Transfer credit is not granted prior to admission to the graduate program and must be approved by the INI and the CIT Dean's Office after the student has satisfactorily completed at least 36 units of graduate courses at Carnegie Mellon. After matriculating to Carnegie Mellon, INI students should consult with their academic advisor before taking a course at another university.

Students should submit an INI petition, along with an official transcript and the course syllabus from the semester in which the course was completed to the INI AAO. Information regarding petitions can be found on our website. Students may be required to show proof that the course(s) they want to transfer were not used to fulfill requirements for any previously earned degree. In addition, the student must complete the Graduate Transfer Credit Request Form, located with the CIT graduate student policies at: <https://engineering.cmu.edu/education/academic-policies/undergraduate-policies/transfer-credit.html>. The INI, not the student, will forward the appropriate information to the Dean's Office for approval.

The university's policy on Transfer Credit Evaluation and Assignment is available at the following link: <http://www.cmu.edu/policies/>

INI has not entered into an articulation or transfer agreement with any other college or university for that provides for the transfer of credits in the bicoastal MSIT-IS and MSIT-MOB programs.

Cancellation, Withdrawal, Leave of Absence, and Refund Policies

Student's right to cancel (withdrawal/leave of absence)

1. A student has the right to cancel the student's Enrollment Agreement by either taking a leave of absence from the program (leaving CMU temporarily with the firm and stated intention of returning) or by withdrawing from the Program (leaving CMU with no intention of returning). If the student withdraws or takes a leave of absence from CMU, the student may be eligible for a tuition adjustment or a refund of certain fees (excluding any Application Fee, Registration Fee and Enrollment Deposit, and any applicable Student Tuition Recovery Fund assessment).

2. To cancel the student's Enrollment Agreement and take a leave of absence or withdraw, the student must complete CMU's Leave of Absence or Withdrawal form, as applicable, and return it to CMU's Registrar's Office, at 5000 Forbes Ave., Warner Hall A12, Pittsburgh, PA 15213. The Leave of Absence and Withdrawal forms, and additional information of leaves of absence and withdrawal, can be found on CMU's website, at

<https://www.cmu.edu/hub/registrar/leaves-and-withdrawals/index.html>

3. If the student notifies CMU of the student's intent to withdraw or take a leave of absence, the student's official date of withdrawal or leave of absence is the earliest of:

- The date the student began the student's withdrawal or leave of absence process at CMU;
- The date the student notified the student's home department at CMU;
- The date the student notified the associate dean of the student's College at CMU; or
- The date the student notified the CMU Dean of Student Affairs.
- If the student does not notify CMU of the student's intent to withdraw or take a leave of absence, the student's official date of withdrawal or leave of absence is:
 1. The midpoint of the relevant semester in which the student withdraws or takes a leave of absence;
 2. The last date the student attended an academically-related activity such as an exam, tutorial or study group, or the last day the student turned in a class assignment.

Refund Policy

1. Refunds in General. Students who withdraw from the Program or take a leave of absence after having paid the current semester's tuition and fees or receiving financial aid are subject to the following refund and repayment policies. No other charges are refundable. Student Tuition Recovery Fund assessment, if any, is non-refundable.
2. Exit Counseling. All borrowers of Federal student loans must complete a Federally-mandated exit counseling session when graduating or dropping to less than half-time enrollment status, including by withdrawing or taking a leave of absence. Exit counseling prepares students for repayment. Students must complete an exit counseling session in its entirety, with complete and correct information; otherwise, the student's degree, diploma and official transcripts may be withheld. Information about exit counseling sessions can be found on CMU's website, at <https://www.cmu.edu/sfs/>.
3. Withdrawals/Leaves on or Before 10th Class Day. Students who withdraw or take a leave of absence on or before the 10th class day of the relevant semester may receive a refund of 100% of tuition and fees (excluding any Application Fee or Registration Fee and Enrollment Deposit). STRF assessment, in any, is non-refundable.
4. Withdrawals/Leaves after 10th Class Day. Students who withdraw or take a leave of absence after the 10th class day of the relevant semester but before completing 60% of the semester will be assessed tuition based on the number of days completed within the semester. This includes calendar days, class and non-class

days, from the first day of classes to the last day of final exams. Breaks which last five days or longer, including the preceding and subsequent weekends, are not counted. Thanksgiving and Spring Break are not counted. There is no tuition adjustment after 60% of the semester is completed. There is no refund of fees after the 10th class day of the relevant semester.

5. Tuition Adjustment Appeals. Students may appeal to have tuition adjustments for their leave of absence or withdrawal if they feel that they have extenuating circumstances. These appeals will be reviewed in the context of CMU's tuition adjustment policy, as stated above. These appeals must be made in writing to CMU's Registrar using CMU's Tuition Appeal Adjustment form. Information about CMU's tuition adjustment policy, and tuition adjustment appeals, can be found on CMU's website, at <https://www.cmu.edu/sfs/tuition/adjustment/index.html>
6. Repayment to Lenders/Third Parties. If any portion of refundable tuition and/or fees was paid from the proceeds of a loan or third party, the refund may be sent to the lender, third party or, if appropriate, to the Federal or state agency that guaranteed or reinsured the loan, as required by law and/or CMU policy. Any amount of the refund in excess of the unpaid balance of the loan shall be first used to repay any student financial aid programs from which the student received benefits, in proportion to the amount of the benefits received, and any remaining amount shall be paid to the student.
7. Responsibility for Loan. If the student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If the student has received Federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds. If the student is eligible for a loan guaranteed by the Federal or state government and the student defaults on the loan, both of the following may occur: 1) The Federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan. 2) The student may not be eligible for any other Federal student financial aid at another institution or other government assistance until the loan is repaid.

Academic Standards

Grades

Below are the policies surrounding grades for students in the INI.

University Policy on Grades

The university policy on grading offers details concerning university grading principles for students taking courses and covers the specifics of assigning and changing grades, grading options, drop/withdrawals and course repeats. It also defines the undergraduate and graduate grading standards.

The CMU Grading Policy is available at: <https://www.cmu.edu/policies/student-and-student-life/grading.html>.

CIT Grading Policy

INI follows the CIT letter grade scale. The letter grade scale is 'A' (highest for CIT students), 'A-', 'B+', 'B', 'B-', 'C+', 'C', 'C-', 'D+', 'D', and 'R' (lowest). CIT students cannot receive an 'A+' grade on their transcript, even if a course is taken from another college where 'A+' is given. Grades lower than 'C', meaning C- or below, are considered failure in CIT and will not count toward degree requirements.

The CIT Registration, Grading and Credit Policies are available at: <https://engineering.cmu.edu/education/academic-policies/graduate-policies/registration-grading-credit.html>.

Incomplete Grade

Incomplete grades will be assigned at the discretion of the course instructor, per the university grading policy.

The CMU Grading Policy is available at: <https://www.cmu.edu/policies/student-and-student-life/grading.html>.

Withdrawal Grade/Withdrawing from Courses

Students can withdraw from a course after the add/drop deadline. Students should adhere to the withdrawal deadlines outlined in the Official CMU Academic Calendar available at: <https://www.cmu.edu/hub/calendar/index.html>. This will result in a 'W' on the transcript, which is not factored into the grade point average (GPA). To withdraw, the course withdrawal request form must be completed and submitted to the academic advisor for approval. If approved, the academic advisor will send the form to the HUB for processing.

Grade Point Average

In order to graduate, each student must have a GPA of at least 3.0 in both core GPA and cumulative GPA.

Academic Standing

Good academic standing is defined by having a core GPA and cumulative GPA of at least 3.0 or above. A student will receive a warning letter for a GPA lower than 3.0 in the most recently completed semester but will remain in good academic standing if core and cumulative GPAs meet the minimum requirement. If a student is not in good academic standing, it is their responsibility to consult with their academic advisor in a timely manner.

A student can be in good academic standing and on probation at the same time due to incidents unrelated to their academic performance.

Probation and Dismissal Policies

Academic Probation for Poor Performance

At the end of each semester, the academic performance of each student is reviewed after final grades have been posted. The GPA for academic review is computed based on the guidelines for graduation requirements.

It is the sole responsibility of the student to set up a meeting with their academic advisor after receiving notification that they have been placed on academic probation. This meeting should occur within 14 days after receipt of the letter. The student and advisor are required to meet and sign the letter. The signed letter must be returned to the INI Director's Office within that timeframe.

Any student with a core and/or cumulative GPA of less than 3.0 is immediately placed on academic probation and may be subject to the following penalties:

- May have any INI scholarships and/or financial awards awarded by the INI rescinded
- Cannot be selected to receive awards, fellowships or scholarships
- May not formally represent INI as an officer or other position in a student club or campus organization

A student on academic probation will automatically be removed from probation during the next academic review if their core and cumulative GPAs are 3.0 or better at that time, unless the student has committed an academic integrity violation. The student's scholarship or financial award will be reinstated for the future semesters if they are removed from probation; however, the amount that was rescinded will not be reapplied to the student's account.

A student may be permanently dropped from the INI if they have a core or cumulative GPA lower than 3.0 at the end of two consecutive full semesters. They will have an opportunity to appeal if this occurs. The first appeal must go to the Dean of the College of Engineering's office. The student is not entitled to a refund of tuition or student fees unless the decision is overturned. A detailed summary of the graduate student appeals process can be found here: <http://www.cmu.edu/graduate/policies/appeal-grievance-procedures.html>.

Courses that negatively affect the core GPA cannot be moved from the core requirement unless another completed course can replace the course with the lower grade.

Academic Integrity

Students at Carnegie Mellon University are engaged in intellectual activity consistent with the highest standards of the academy. The relationship between students and instructors, along with their shared commitment to the overarching standards of respect, honor and transparency,

determine the integrity of our community of scholars. The actions of our students, faculty, and staff are a representation of our university community as well as the professional and personal communities that we lead. Because of this, we hold a deep and abiding commitment to academic integrity, as it is fundamental to a Carnegie Mellon education. Honesty and good faith, clarity in the communication of core values, professional conduct of work, mutual trust and respect, and fairness and exemplary behavior represent the expectations for ethical behavior in all members of the Carnegie Mellon community.

The INI adheres to Carnegie Mellon's policy on academic integrity. The complete policy can be found at the following link: <https://www.cmu.edu/policies/student-and-student-life/academic-integrity.html>.

The INI adheres to the CIT's policy on graduate student academic integrity violations. The complete policy can be found at the following link: <https://engineering.cmu.edu/education/academic-policies/graduate-policies/index.html>

INI Student Penalties for Violating Academic Integrity

In addition to the course-level action imposed by the instructor, a student at the INI will be placed on academic probation for the remainder of the INI program and will be subject to the following penalties:

- The student will have any scholarships and/or financial awards awarded by the INI rescinded immediately including those received in previous semesters;
- The student cannot be selected to receive awards, fellowships or scholarships for the duration of the INI program (including Scholarship for Service and other federal awards); and
- The student may not formally represent INI as an officer or other position in a student club or campus organization for the duration of the INI program.

In accordance with the university's policy, a student who violates the academic integrity policy will not be permitted to drop the course in which the offense occurred in order to avoid penalty. If the student attempts to drop the course, he/she will be re-enrolled.

Students who want to appeal an academic disciplinary action must state in writing to the provost their intention to do so within one week of the penalty date in question, and then must submit their written appeal to the provost no later than two weeks after said penalty date. Appeals must be in writing, with appropriate documentation.

If a student is appealing to the provost, he or she must schedule a mandatory meeting with the INI Director within one week after the provost's decision has been released. If a student is not appealing to the provost, he or she must schedule a meeting with the INI Director as soon as possible.

In extreme cases where a first violation is particularly deplorable as determined by the INI Director, a student may be permanently dropped from the INI. Upon second academic integrity

violation, the student will be permanently dropped from the INI, even if an earlier offense has not been fully processed.

Attendance policies

Students must be physically present and attend class at the start of the semester. If extenuating circumstances exist that prevent a student from arriving to campus at the start of the semester, the student must notify their academic advisor immediately. Not attending class from the start of the semester will have a detrimental effect on a student's progress in the program. The INI will make an effort to verify all students have arrived to begin their program and will consider a student as "withdrawn from the university" if he or she is not here by the tenth day of class.

Suspension/Required Withdrawal Policy

University suspension is a forced, temporary leave from the university. A student may be suspended for academic, disciplinary and administrative reasons. The INI adheres to Carnegie Mellon's policy on student suspension/required withdrawal policy. The complete policy is available at the following link: <https://www.cmu.edu/policies/student-and-student-life/suspension-required-withdrawal-policy.html>.

Student Rights and Grievance Procedures

The INI adheres to Carnegie Mellon's Students' Rights policy. The complete policy can be found at the following link: <https://www.cmu.edu/policies/student-and-student-life/students-rights.html>.

The INI adheres to Carnegie Mellon's Graduate Student Appeal and Grievance procedures. The summary of these procedures can be found at the following link: <https://www.cmu.edu/graduate/policies/appeal-grievance-procedures.html>.

Student Record Retention Policy

The INI adheres to the CMU Student Record Retention Policy. The complete policy is available at <https://www.cmu.edu/es/docs/record-retention-policy.pdf>.

Financial Information

Fees and Charges for INI Pittsburgh - Silicon Valley MSIT – IS/MOB programs 2018-2019 (while on SV Campus)

	Entire Program (SV Campus)	First Semester	
Program Tuition*	\$42,500	\$21,250	Prorated upon withdrawal/leave of absence. See Refund Policy provisions of this Enrollment Agreement. The amount quoted covers only the estimated tuition for the portion of the program provided in California.
Required University Fees	\$852	\$426	Non-Refundable after the 10th class day of the relevant semester. See Refund Policy provisions.
Technology Fee	\$420	\$210	
Student Activity Fee	\$216	\$108	
Transportation Fee	\$216	\$108	
Books and Supplies (estimated)	\$2,212	\$1,106	Estimated cost for entire program. Used, digital and rented books and other factors may reduce/increase actual cost. The amount quoted covers only the estimated cost for the portion of the program provided in California.
Student Tuition Recovery Fund (STRF)	\$0	\$0	Non-Refundable (\$.00 for every \$1,000 of net tuition** rounded to the nearest \$1,000). See information below about the STRF.

ESTIMATED TOTAL FEES/CHARGES FOR THE ENTIRE PROGRAM	\$45,564
ESTIMATED TOTAL FEES/CHARGES FOR FIRST SEMESTER	\$22,782
FEES/CHARGES DUE UPON ENROLLMENT	\$0

Financial Aid

Meeting the cost of a graduate education is a significant investment. CMU is committed to making it financially possible for graduate students to enhance educational development and reach their career goals. There are many financial aid resources available to students pursuing graduate studies at CMU. CMU participates in a number of Federal and state financial aid programs. Information about these financial aid programs can be found on CMU’s website, at <http://www.cmu.edu/finaid/index.html>.

Student Loan Repayment Obligation

If you obtain a loan to pay for INI Pittsburgh-Silicon Valley MSIT - IS/MOB programs, you will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If you have received federal student financial aid funds, you are entitled to a refund of moneys not paid from federal student financial aid program funds.

Pending Bankruptcy Disclosure

CMU does not have a pending petition in bankruptcy, is not operating as a debtor in possession, and has not filed a petition in bankruptcy within the preceding 5 years, nor has Carnegie Mellon had a petition in bankruptcy filed against it within the preceding 5 years that resulted in re-organization under Chapter 11 of the United States Bankruptcy Code.

Student Services

The CMU-SV student affairs office assists students with a variety of needs and inquiries. A detailed description of the services and support offered by the student affairs office is available at: <http://www.sv.cmu.edu/student-services/student-affairs-office.html>.

Career Services

The INI Career Services Office strives to bring together the talents of our students with professional opportunities, including:

- Internships

- Full-time jobs
- Practicum projects
- Research sponsorships
- Fellowship and scholarship support

At the INI, the students learn and develop professionally as much beyond the walls of our classrooms as they do in lecture halls and laboratories. They may contribute to real-world research, fulfill valuable internships and complete team-based projects for clients.

To this end, the INI career services office facilitates partnerships with representatives in industry, government and academia. The office also specializes in providing career counseling to students.

The students enrolled in the MSIT-IS and MSIT-MOB programs also have access to the CMU-SV career services office. More information about the CMU-SV career and professional resources is available at <http://www.sv.cmu.edu/career-services/index.html>.

A list of employment positions within the education field for the INI MSIT-IS and MSIT-MOB programs graduates as of 2017 is available at:

https://www.cmu.edu/ini/academics/academics_docs/2018MSITEmploymentPositions.pdf.

The INI Career Services disclosure statement is available online at:

https://www.cmu.edu/ini/academics/academics_docs/BPPECareerServices_MSIT-2018.pdf

Housing

While CMU does not have dormitories or other housing near the CMU-SV campus, the CMU-SV student affairs office is happy to offer advice or suggestions on locations that may be of interest to incoming graduate students. More information about the housing related services provided to students on the CMU-SV campus is available at <http://sv.cmu.edu/student-services/index.html>.

Facilities and Equipment

The CMU-SV campus is located in the NASA Research Park, which is a shared facility, including many other companies, residents and agencies. More information about the rooms and spaces the CMU-SV campus is available at <http://sv.cmu.edu/information-center/campus-resources/rooms-and-spaces.html>.

The complete CMU-SV Facilities and Campus Policies can be found at

<http://sv.cmu.edu/information-center/campus-resources/facilities-and-campus-policies.html>.

Library and Resources

CMU-SV does not operate a library on campus, but we do have specialized library resources available for students, faculty, and staff. Detailed description of the library resources is available at <http://sv.cmu.edu/student-services/library-resources.html>.

Student Tuition Recovery Fund

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of non-collection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at CMU is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree and diploma you earn in the INI Pittsburgh - Silicon Valley MSIT - IS/MOB programs is also at the complete discretion of the institution to which you may seek to transfer. If the units or degree, or diploma that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending CMU to determine if your units, or degree, or diploma will transfer.