

# INSTRUCTIONS FOR APPLYING TO TAKE COMP 40

**To request enrollment for Comp 40 in Fall 2018, you must fill out this web form before the deadlines described below:**

**[https://tufts.qualtrics.com/jfe/form/SV\\_4Jf3cteAxxrXmdl](https://tufts.qualtrics.com/jfe/form/SV_4Jf3cteAxxrXmdl)**

## Highlights

- **If you wish to apply for authorization to register for COMP 40 in SIS at your assigned registration time, here are steps you must take. Deadlines are: 4/3 if you are a rising junior, senior, graduate student, or postbac, or by 4/10 if you are a rising first-year or sophomore. If you have not met with your advisor by 4/3, and are considering taking COMP 40 but have not decided, please fill out the form indicating you wish to take the course (if you change your mind, you can email [comp40admit@cs.tufts.edu](mailto:comp40admit@cs.tufts.edu) to let us know we are no longer interested).**
- Unchanged from recent terms is that your status as a CS major or minor plays a role in determining your priority for admission to COMP. However: **In most years we manage to eventually admit all “rising sophomores” including those who are undeclared, and choosing a major is a very important decision.** *We strongly discourage students from declaring a CS major just to improve their chances of admission to COMP 40.*

## Reasons for the new procedures

The Computer Science department has been paying close attention to enrollments in core CS courses as demand grows. Our class sizes are limited both by available faculty and TAs, and by available classroom space. We also work very hard to fairly ensure that students who have the greatest need to be admitted are given priority. In recent terms, administering all of this through SIS has been very time-consuming for the department and frustrating for students. For those reasons, we are making the changes described below for Comp 40 for Fall 2018.

## IMPORTANT: Details of the new procedures and what you must do

The following summarizes the changes we have made, and what you must do to be considered for admission to COMP 40:

- We have designated COMP 40 as “high demand” for Fall 2018
- This means that the process for enrolling in the course will be different. Instead of directly registering for the course or a special waitlist section of the course in SIS **students will, several weeks before registration opens, fill out a web form to indicate their interest in taking the course.**
- **The form will remain open through the summer, but to be considered for on-time registration at your designated SIS registration date/time, you must complete the**

**Web form with all required information by 4/3 at 11:59pm for rising juniors and seniors, Postbacs, and graduate students, and by 4/10 at 11:59pm for rising sophomores and freshmen.** Registration requests received after those times will be considered as space allows.

#### How we will handle authorizations to register

No student will be allowed to register in SIS until his or her student id number is specifically authorized by the Computer Science department. The expected capacity of the class will be at least 120 students, but because of the need to serve an unpredictable number of PostBacs and others who will not register until very late summer, we need to reserve a significant number of seats until that time. We also understand how valuable it is for students to learn their status early. Therefore, based on the information received in the on-time Web form submissions:

- We will authorize for registration in SIS as many students as we can (likely about 100) in time for them to select COMP 40 when SIS registration opens for Fall term. Once authorized, students will be able to register in SIS (and must do so; authorization does not automatically register a student). You will be informed as soon as you are authorized, and then you must go ahead and register.
- We will do our best to communicate with other students through the Spring and the Summer as we get information about the likelihood that they will eventually be admitted
- Shortly before the term begins, and once we get firm information about registration requests from graduate students and postbacs, we will send final decisions to the remaining students who still wish to take COMP 40.

In all cases, decisions on whom to admit are at the discretion of the Computer Science department. We will use students' status (e.g. year, major, etc.), as documented in the form responses, to inform this decision. Among students who would otherwise have similar priority (e.g. same year, major, etc.) students *will be selected at random from those whose Web forms were received by the deadlines listed above*; there is no advantage to being the first to submit the Web form, as long as your form is received by the deadline for your year.

While our goal is for every student to be able to take the courses they want, we recognize that we do not always achieve that goal, and we very much appreciate your understanding. If you are not able to take the course in the Fall, it will be offered again in Spring 2019.

If you have any questions, please email [comp40admit@cs.tufts.edu](mailto:comp40admit@cs.tufts.edu), which will reach the administrative staff who handle registrations as well as the instructor.