

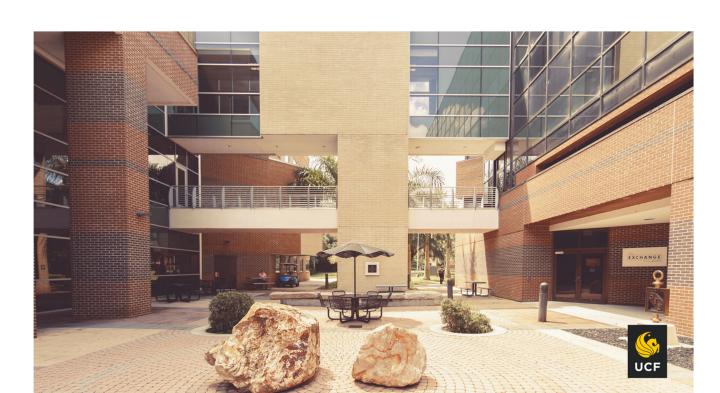
UNIVERSITY OF CENTRAL FLORIDA

Graduate Program Handbook - 2023/24

Master of Science in FinTech (MS)

Reference this handbook to learn about the unique policies, requirements, procedures, resources, and norms for graduate students in the MS FinTech program.

Christo A. Pirinsky • May 21, 2023 • Department of Finance



Last updated: May 24, 2023



Welcome to UCF's College of Business and the Master of Science in FinTech program!

You have made a wise decision regarding your professional development by joining our program. Information Technology is profoundly changing our lives and Finance is at the forefront of this transformation. With an MS in FinTech — provided in partnership by the College of Business and College of Engineering & Computer Science (CECS) — you will be able to capitalize on the opportunities and challenges triggered by the disruptive technologies of FinTech. The program's interdisciplinary curriculum provides you with employable technical skills in areas such as artificial intelligence, blockchain, crowdfunding, cybersecurity, mobile application development and peer-to-peer lending.

We look forward to having you in the MS FinTech program!

Best wishes,

Christo A. Pirinsky & Sevil Sonmez

Christo A. Pirinsky, Ph.D. Director, FinTech Program UCF College of Business

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Associate Dean of Faculty, Research, and Graduate Programs College of Business UCF College of Business

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Navigating Policy and Resources at the University of Central Florida

This handbook is one of many sources to consult as you become familiar with the policies, procedures, requirements, resources, and norms of graduate education at the University of Central Florida.



How to Use This Handbook

Together, the <u>Graduate Student Handbook</u> and your graduate program handbook should serve as your main guide throughout your graduate career. The Graduate Student Handbook includes university information, policies, requirements and guidance for all graduate students. Your program handbook describes the details about graduate study and requirements in your specific program. While both of these handbooks are wonderful resources, know that you are always welcome to talk with faculty and staff in your program and in the Graduate College.

The central activities and missions of a university rest upon the fundamental assumption that all members of the university community conduct themselves in accordance with a strict adherence to academic and scholarly integrity. As a graduate student and member of the university community, you are expected to display the highest standards of academic and personal integrity.

Here are some resources to help you better understand your responsibilities:

- Academic Honesty
- Academic Integrity Training Open to all graduate students at no cost
- Plagiarism

Who to Contact for Questions

Many of your questions about how to meet expectations and thrive as a graduate student will be answered by the various sources of policies, procedures, requirements, resources, and norms listed in this document. Several key positions in this department and on campus are ready to answer your remaining questions:

Program Director Dr. Christo Pirinsky

Office: BA1 420

Email: cpirinsky@ucf.edu

Director, Admissions

Kelley Dietrich

Graduate Admissions Coordinator

Meredith Smart

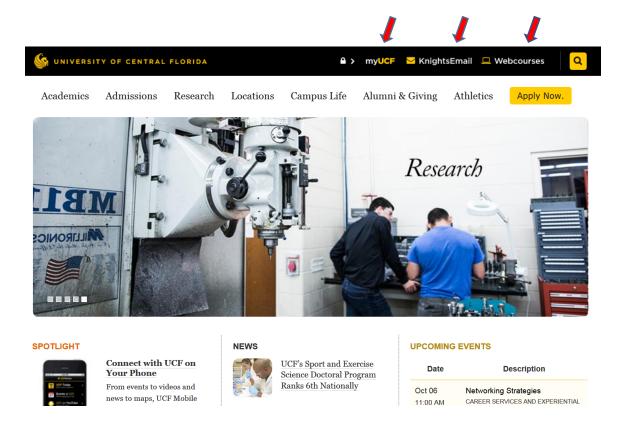
Email: fintech@ucf.edu

Graduate School Services

For general graduate inquiries and graduate student services from the Graduate School, please review the <u>College of Graduate Studies</u> website as an additional resource.

Getting Started

Many of the tools to get started in your program, as well as tools that you will continue to use throughout your program, can be accessed from the UCF Home Page (www.ucf.edu); namely myUCF, Knights Email and Webcourses. Below you will find information on how to access each area.



UCF NID & UCF ID

As a UCF student you are assigned two unique identifiers, your NID and your UCF ID. It is important to understand the difference between these two identities and when each is to be used.

NID (**Network ID**): Your NID is formed from combining the first two letters of your first name with unique random numbers and is assigned when you are first entered into the UCF system. Your NID is yours for life and will never be assigned to another individual. Your NID is used for logging on and gaining access to many UCF systems such as:

- The my.ucf.edu portal
- The UCF_WPA2 wireless network

Your NID serves no other purpose than to authenticate you into UCF systems. However, it is very important that your NID not be shared, and that the password be kept secure as anyone that gains access using your NID will have access to your data within the UCF system.

To lookup your NID go to https://my.ucf.edu/nid.html. The box below will appear. Follow the instructions.



NID PASSWORD: Once you have your NID, go to my.ucf.edu and click on "NID PASSWORD RESET." The box below will appear. Follow the instructions. This is also where you go to reset your NID password.

- There is no default NID password. You set it for the first time with a password reset.
- Always use a strong password (8 or more characters, mix of letters, numbers, special characters).
- Your NID password expires 60 days after the last reset and can't be used to access UCF services until it is reset.

If you have difficulty using the self-service tools or have additional questions, you can contact the UCF Service Desk at 407-823-5117 or email at servicedesk@ucf.edu.

GETTING LOCKED OUT: Be sure to log off all secondary devices (smartphones, iPads, laptops, etc.) and sign out of all services (e-mail, wireless, etc.) that are using your NID and NID password before you change it. If those devices or services keep trying the old password, your NID account will become locked. If your NID is locked, change the password on devices that store it and then sign out of all devices and services. Wait 20 minutes and then attempt to sign back in. If you find the account is still locking up, contact the UCF Service Desk at 407-823-5117 for further assistance.

UCF ID: Your UCF ID is a unique random number that is assigned when you first enter the UCF system. Like your NID, your UCF ID is yours for life and will never be assigned to another individual.

Your UCF ID is your primary identification number within the UCF system. This number is associated with your student record that contains your personal information as well as

things like grades and class schedule. Your UCF ID is not used to log on to the portal or any other system at UCF. It is used only to identify you within the system.

Your UCF ID number is printed on the front of your newly assigned UCF student ID card. If you do not know your UCF ID, please follow these steps:

- 1. Go to my.ucf.edu.
- 2. Sign on using your NID and NID password.
- 3. Go to Student Self Service > Personal Information > UCF ID Info.
- 4. Your UCF ID, NID and UCF ID Card # information will be displayed.



Student Email & Contact Information

Every student must register for, and maintain, an email account at: https://knightsemail.ucf.edu

The university email is the primary email for all UCF students and the predominant means of communication between UCF professors, staff and students for official university business. The email system is hosted by Microsoft and powered by Office 365, but UCF maintains control of the accounts. All official university communications will be sent through the university email, including information on registration, deadlines, financial assistance, scholarships, tuition and fees, and any other official university correspondence.

The university email may not be forwarded to any outside system. Communications sent

to the email address on record will be deemed adequate notice for all university communications. The university does not accept responsibility if official communication is rejected or fails to reach a student who has not registered for, or maintained and checked on a regular basis, their university e-mail account.

Each student must have an up-to-date emergency email address and cell phone number on record, which will be used for emergency purposes only. Students must also ensure that permanent and mailing (local) addresses and telephone numbers are always current with the university. Students can update their contact information online at my.ucf.edu.

Required Modules

Honor Your Knighthood

As a new UCF student, you are required to complete "Honor Your Knighthood." Honor Your Knighthood is a concept regarding new UCF students developing an understanding of the importance UCF places on subject matters related to **Academic Integrity**, **Alcohol Awareness**, **Sexual Assault**, **and Hazing Prevention**. Through the completion of four individual on-line modules, UCF students will begin to demonstrate tenets associated with the UCF Creed of Integrity, Scholarship, Community, Creativity, and Excellence. UCF is committed to student safety and success both inside and outside the classroom.

Each module has a unique access date (when the module is available to take) and a unique deadline date for completion. We encourage the completion of these four individual modules prior to the designated deadlines for each module. Failure to complete each of these modules by the deadlines will result in a HOLD on the student's account mid-semester, which will prevent registration for future semesters. Access and deadlines dates for the current term are located at honor.sdes.ucf.edu/integrity.

Questions? Please visit the Honor Your Knighthood website at honor.sdes.ucf.edu for more information.

Pressures to Plagiarize

The College of Graduate Studies requires all graduate students to complete the Pressures to Plagiarize Module. Please expect the module to appear in your Webcourses account toward the end of week two or beginning of week three in your first semester of your graduate program. This module takes approximately 45 minutes to complete.

If you were previously enrolled in another graduate program at UCF, and completed the Plagiarism module at that time, you will not be required to complete it a second time; however, you will need to send an email with a screenshot of your final quiz grade, your name and UCF ID to graddegr@ucf.edu to be removed from the course. If you do not send this email, a hold will be placed on your student account.

Students who fail the Pressures to Plagiarize Module quiz three times will be required to write an essay about plagiarism. This information is included in the FAQ and weekly course reminders sent to your Knights Email. Failure to complete this module will result in a HOLD being placed on your student account, which will block future course registration.

Wellness Course Module

Currently, the College of Graduate Studies is developing this module. It will go into effect Fall 2021 and will be a requirement for you to complete at that time. Failure to complete it will block future course registration. Please check your Knights Email for updates.

Student Accessibility Services

Students who are requesting accommodations for disabilities or other learning differences need to register with the UCF Office of Student Accessibility Services. More information about the services offered and how to register can be found on their website sas.sdes.ucf.edu or by calling 407-823-2371. Their office is located on the main campus at 4000 Central Florida Blvd., Ferrell Commons 7F, Room 185, Orlando, FL 32816-0161.

MyUCF & The Student Center

myUCF is an online personalized portal that is accessed with your NID and NID password. This secure site allows you to view your UCF account as well as update personal information. Through the Student Center, you can view your class schedule and grades, view HOLDS and TO DO LISTS (necessary items that require action), pull a fee invoice, pay your tuition, view your Financial Aid status, accept/decline Financial Aid awards, apply for graduation, and request official transcripts. To access myUCF, go to the UCF home page www.ucf.edu, > UCF SIGN IN > myUCF and sign in using your NID and NID password or go to my.ucf.edu.

UCF STUDENT CENTER:



Graduate Plan of Study (GPS)

GPS Overview

GPS, the Graduate Plan of Study tool, is an automated degree audit system that serves to empower students and enable college administrators to plan for and track a student's academic progress. Certain features allow a student to test "What If" scenarios by accessing the academic impact of certain course choices or future track changes.

To access your Graduate Plan of Study (GPS) (the UCF graduate degree audit) in the Student Center click on the "other academic..." drop down box under Academics and click on Graduate Plan of Study. Follow the prompts from there to review your plan.

Please be advised that the GPS is your degree audit, so please make sure to NOT use the My Knight Audit feature when looking for this document. Click on Graduate Plan of Study to review your records.

What Does GPS Feature?

- Real-Time updates and 24-hour access to a student's Plan of Study
- The ability to view transfer credit, review completed courses and monitor inprogress coursework
- The ability to access the number of courses or other program requirements needed to complete your degree
- The ability to simulate "WHAT IF" scenarios and determine the impact of course changes, should you decide to make changes to your program.
- The ability to display progress in non-course requirements.
- Allows for class enrollment directly from the Interactive Report.
- Easy to identify outstanding courses needed to graduate.

Below are training resources to assist in using your GPS.

Training Guides

How To Process Your Interactive GPS Report How To Process Your WHIF (What If) Report

Registration

Make sure to check the <u>Academic Calendar</u> at the beginning of the Spring semester to determine the date that your enrollment appointment day/time and the schedule for following academic year will be posted for viewing only.

- For appointment times, check the term and year as the system defaults to the current term and year.
- Students need to wait for the enrollment appointment time listing in MyUCF.
 Students cannot enroll on the day the scheduled is posted.

Please note: You will NOT be able to register for classes until the day/time of your enrollment appointment.

New Student Registration

 Allow one business week from the time you accept your admission to the time you can register.

UCF/State Employee Registration

Students using the UCF/State employee tuition waiver program must wait until
the Friday before classes begin for each term to register for that term.
 Registration attempts (including placing items in your shopping cart) will result in
the nullification of your tuition waiver.

For those not using a tuition waiver program, you should register for summer, fall and spring on the date of your appointment time.

Please pay attention to Add, Drop and Withdraw deadlines for each semester available on the UCF <u>Academic Calendar</u>.

Holds

If you have a hold on your account preventing you from registering, then you must click on the link for more information about the hold and the contact information for the department that placed the hold. Our office does not place holds, nor can we remove them.

Webcourses

Some of your faculty will use Webcourses, an online course platform that organizes class communications, allows for collecting, storing, and grading assignments. It allows students to track their performance and offers a shortcut to UCF's online library.

Webcourses is also referred to as 'Canvas' and can be accessed through <u>my.ucf.edu</u> under the 'Online Course Tools' tab or <u>www.ucf.edu</u>, at top 'UCF SIGN IN' button.

If you are new to Webcourses, we recommend you view this short video on using Webcourses: https://online.ucf.edu/support/webcourses/other/student-tour/

TO ACCESS WEBCOURSES:

- 1. Go to webcourses.ucf.edu.
- 2. Log in using your NID and NID Password.
- 3. Hover over Courses or Courses & Groups at the top of the window.
- 4. Select the course or group you wish to access.

You may contact Webcourses for support by phone at 407-823-0407, or webcourses@ucf.edu and live chat, or through the Online Support Form available at https://cdl.ucf.edu/support/webcourses/.

Library

The UCF Library offers many resources such as academic journals, magazines, and databases. The library can be accessed online by using your NID and NID password. A listing of popular business databases and resources can be found at http://guides.ucf.edu/Business. Each database holds different types of information. For example, Business Source Premier contains mostly articles, journals, and periodicals while NetAdvantage contains current industry and business summaries. Students have free access to the UCF Library as long as they are an active student.

Questions? For UCF Library questions, contact your Business Librarian, at min.tong@ucf.edu or 407.823.3604. To schedule an appointment, go to ucf.ibcal.com/appointment/7775. As the UCF business librarian, Min's mission is to support the research needs of students and faculty in the College of Business.

UCF Apps & Wireless Connection

UCF APPS

Use your NID and NID password to access and download Microsoft Word, Excel, and PowerPoint.

To use UCF Apps on a computer running Windows or Mac OS:

- 1. Visit http://my.apps.ucf.edu.
- 2. Enter your NID and NID password.
- 3. Install the Citrix Receiver client when prompted.
- 4. When the install is finished, add the applications you need by clicking the "+" on the left-hand side of the browser window.
- 5. Start using your apps!

To use UCF Apps on your Android or iOS device:

- 1. Go to your device app store.
- 2. Search for, download, and install the free Citrix Receiver app.
- 3. Click add account and fill out the following information:
 - Address: my.apps.ucf.edu
 - Username: Your NID
 - Password: Your NID Password
 - Domain: net
- 4. Add the applications you need.
- 5. Start using your apps.

Questions/issues? Visit www.it.ucf.edu. You may visit the Student Support Desk in Technology Commons on the main campus, email TechCommons@ucf.edu or call the UCF IT Support Center at 407-823-5117.

Connection to UCF Wireless

First-time Set-Up: Sign on to UCF_WPA2 with your NID and NID password.

Credentials: Select the UCF_WPA2 network and sign on with your credentials.

• Your Username: Your NID (<u>Don't know your NID?</u>)

• Your Password: Your NID Password (Don't know your NID password?)

Domain: NET

Accept the "AddTrust External CA Root" and the "InCommon Server CA Root" certificates. Be sure to set network type as "Public."

Tips:

Remove cached Credentials on shared computers.

• Be sure your computer has the latest updates installed.

• Remove credentials on shared computers.

Note your NID password expires every 60 days.

Additional Support:

UCF IT Support Center Main Campus

Phone: 407-823-5117, Monday-Friday from 7 a.m. to 10 p.m.

Email: itsupport@ucf.edu

Visit: <u>it.ucf.edu</u>

Introduction/Overview Section

Complete Name of Degree

Master of Science in FinTech

College

College of Business and College of Engineering & Computer Science

Department

Department of Finance and the Department of Computer Science

Program Type

Master

Program Website

https://www.ucf.edu/degree/fintech-ms/

Program Overview

The College of Business and the College of Engineering & Computer Science provide you with the unique opportunity to embark in the disruptive technologies of FinTech. The program's interdisciplinary curriculum provides you with employable technical skills in areas such as artificial intelligence, blockchain, crowdfunding, cybersecurity, mobile application development and peer-to-peer lending.

Throughout your course work you will learn how to:

- Gain a deeper understanding about the current financial system, critically examine inefficiencies and develop effective/efficient solutions
- Formulate business plans for a new FinTech venture that solves a necessity in the current market and defend the plan
- Conceptualize, design and implement websites and artificial intelligence systems
- Use data to inform financial decision making and implement technologies

College of Business Mission

To offer high-quality academic programs designed to give students a competitive advantage in the world of business now and in the future. As such, the college will establish partnerships with some of the nation's most innovative leaders to model new best practices that harness evolving technology and ensure students are well prepared to enter the marketplace.

College of Business Vision

To continue the transformation into a next-generation business school through the development of a unique college culture; one that promotes engagement, risk-taking, cross-disciplinary collaboration and data-driven decision making. In delivering these programs, the college places primary emphasis on excellence in teaching and research with a strong commitment to developing mutually supportive relationships with the business community of central Florida. In pursuit of its mission, the College of Business Administration affirms its commitment to the university's focus on excellence and accent on the individual. Furthermore, the college pledges to deliver innovative and progressive programs to its clientele.

Program Accreditation

The College of Business Administration is independently accredited by the AACSB.

Student Learning Outcomes/Competencies

- Students completing the MS degree will identify and analyze critical issues at the crossroad of Finance and Information Technology.
- Students completing the MS degree will apply critical thinking skills when analyzing FinTech issues.
- Students completing the MS degree will be able to work with Software engineers on emerging technology problems in the company.
- Students completing the MS degree will be able to communicate the emerging technology problems to high-level firm executives in a non-quantitative manner.

Professional Conduct

Students are expected to adhere to the rules and regulations as stipulated by the University of Central Florida and the program handbook. Professionalism encompasses behaviors and qualities that are expected of graduate business students in both the academic setting and in the business world. University of Central Florida College of Business degrees begin at the time of program application; therefore, professional conduct is assessed from that point forward.

Attendance, timeliness, and attire are all reflections of professionalism. In the assessment of professionalism, instructors and program administrators will consider each student's conduct; the quality of interactions; tone of oral and written communication; language; meaningful engagement in all aspects of the program; and substantive contribution to class discussions. Students who are in violation of these behaviors will be counseled and reminded of UCF expectations. In such events, the faculty or program administrators may conclude that the student is not able or willing to demonstrate an acceptable standard of professionalism. Repeated disregard or violation of these behaviors will lead to dismissal from the program. Some of the criteria by which a student's professional demeanor is measured are below.

- <u>Civility:</u> Students are expected to behave in a respectful and courteous manner to instructors, fellow students, guest speakers, college and university administrators, and UCF Staff. Examples of respectful behavior include but are not limited to modulated tone of voice; professional language that avoids inappropriate, vulgar, or foul expressions; maintaining control of emotions and avoiding threatening or bullying behaviors; respect for others' personal space; respect for UCF property; refraining from distracting and disruptive behaviors while on campus, in hallways and in classrooms; and a generally civil demeanor.
- Attendance: It is required for students to attend each lecture and comply with the instructor's attendance policy as stated in the course syllabus.
- <u>Timeliness:</u> Students are expected to regularly arrive in class on time and to comply with each instructor's tardiness policy as stated in the course syllabus.
- <u>Use of Technology:</u> The use of computers, cell phones, or electronic devices during class that are unrelated to course activities or not permitted by instructors (i.e., web searches, IMs, etc.) is considered unprofessional.
- <u>Use of Electronic Media:</u> As per Florida Law (§ 934.03) it is illegal to audio or video record any interaction with another individual without their explicit consent. This includes lectures, meetings with instructors, meetings with fellow students, or any situation involving UCF personnel.
- <u>Professional Attire:</u> Refers to a minimum of business casual that may include pants, khakis, dress shirts, skirts, dresses, and jeans free of rips/tears/fraying that are neat and clean. Note that clothes that are revealing (plunging necklines, tank tops, open midriffs, short skirts/shorts, sheer fabrics); offensive T-shirts; sweatpants, leggings, workout clothes; thongs/flip-flops/Croc-like sandals; and overpowering perfumes/colognes can be distracting or annoying to others.
- <u>Guest Speakers / Presentations:</u> The program often invites guest speakers from the local business community. Students in the program must demonstrate professional conduct, respect, and appreciation for these professionals' donation of their time to enrich students' educational experiences. Students are expected to arrive to class

on time and be attentive as a sign of appreciation for their time. Professional business attire is required when guest speakers are present.

Professional Development

Coordinated by the College of Graduate Studies, the Pathways to Success program offers the following free development opportunities for graduate students including workshops in Academic Integrity, Graduate Grantsmanship, Graduate Teaching, Personal Development, Professional Development, and Research. For more information and how to register, please visit graduate.ucf.edu/pathways-to-success/.

How to Get Involved

As a graduate student at UCF, you have a multitude of opportunities to become involved on campus and in your academic discipline. This involvement often enhances your academic, professional, and personal growth through developing advanced leadership, communication, and collaboration skills. It also provides opportunity for professional networking.

In Our Program

Visit the Master of Science in FinTech Webcourses page to review program information, subscribe to get notifications of job postings, and start a discussion with your classmates.

Curriculum Section

Admission Requirements

For information on general UCF graduate admissions requirements that apply to all prospective students, please visit the <u>Fir nextest</u> section of the Graduate Catalog. Applicants must <u>fuug-tsqsj</u>. All requested materials must be submitted by the established deadline.

In addition to the general UCF graduate application requirements, applicants to this program must provide:

- A Bachelor's degree in a STEM-related discipline or business discipline from an accredited institution recognized by UCF.
- The GRE is not required for admission to this program.
- Completed coursework in statistics, econometrics, computer science (Artificial Intelligence) is preferable.
- A goal statement. This is your opportunity to outline in 500 words why you wish
 to join the program, what you think you will contribute to the program, and how
 you feel the program will enhance you both personally and professionally in the
 future.
- Updated résumé.
- Applicants applying to this program who have attended a college/university
 outside the United States must provide a course-by-course credential evaluation
 with GPA calculation. Credential evaluations are accepted from <u>World Education</u>
 <u>Services</u> (WES) or <u>Josef Silny and Associates</u>, <u>Inc</u>. only.
- Test of English as a Foreign Language for Non-U.S. Citizens: A TOEFL or IELTS is required of all applicants who do not have a degree from a U.S. institution or English instruction institution. A minimum score of 577 paper-based; 233 computer-based; 91 Internet-based; or 7.0 IELTS is required. For more information on exams and locations, go to www.ets.org/toefl.

Letters of recommendation are not required.

Degree Requirements

The FinTech MS is a 10-course (30-credit hours) lock-step cohort program with 5 courses (15-credits) each in Finance and Computer Science and will not have any tracks or specializations. Students must choose only one delivery mode: Full-Time Face-To-Face or Part-Time Online and complete the following:

- o FIN6406 Strategic Financial Management (3)
- o FIN6515 Analysis of Investment Opportunities (3)
- o FIN6778 Foundations of FinTech (3)
- o FIN6779 FinTech in Decision Making (3)
- o FIN6777 FinTech Entrepreneurship (3)
- o COT5480 Computational Methods in FinTech I (3)
- o COT6481 Computational Methods in FinTech II (3)
- o CAP5619 Artificial Intelligence for FinTech (3)
- o COP5818 Full Stack Development for FinTech (3)
- o CIS5730 Blockchains and Smart Distributed Contracts (3)

Grand Total Credits: 30

Completion Timeline

Full-time face-to-face cohort schedule:

1st Year - Face-to-Face Track

Fall 1	Spring 1	Summer 1
 COT 5480 Computational Methods in FinTech I 	 CAP 5619 Artificial Intelligence for FinTech 	 No enrollment required. Students may use this term for internships.
 FIN 6406 Strategic Financial Management FIN 6778 Foundations of FinTech 	 COT 6481 Computational Methods in FinTech II FIN 6515 Analysis of Investment Opportunities 	 Students may also consider enrolling in the online CIS 5730 Blockchains and Smart Distributed Contracts to reduce the Fall 2 courseload.
Semester Total: 9 credit hours	Semester Total: 9 credit hours	Semester Total: 0

2nd Year - Face-to-Face Track

Fall 2

- CIS 5730
 - **Blockchains and Smart Distributed Contracts**
- COP 5818
 - Full Stack Development for FinTech
- FIN 6777
 - FinTech Entrepreneurship (Capstone Course)
- FIN 6779
 - FinTech in Decision Making

Semester Total: 12 credit hours

Part-time online cohort schedule:

1st Year – Part-Time Online Track

Fall 1		Spring	1	Summe	er 1
•	COT 5480 Computational Methods in FinTech I FIN 6778 Foundations of FinTech	•	CAP 5619 Artificial Intelligence for FinTech FIN 6406 Strategic Financial Management	•	CIS 5730 Blockchains and Smart Distributed Contracts to reduce the Fall 2 courseload. FIN 6515 Analysis of Investment Opportunities
Semes	ster Total: 6 credit hours	Seme	ster Total: 6 credit hours	Semes	ter Total: 6

2nd Year - Part-Time Online Track

Fall 2	Spring 2
 COP 5818 Full Stack Development for FinTech FIN 6779 FinTech in Decision Making 	 COT 6481 Computational Methods in FinTech II FIN 6777 FinTech Entrepreneurship (Capstone Course)
Semester Total: 6 credit hours	Semester Total: 6

Program and Institutional Policies

Absences

Students who anticipate that they may not be able to enroll continuously due to external circumstances should apply for <u>Special Leave of Absence</u>. Specifically, students who are taking courses should apply for a Special Leave of Absence when they cannot enroll in more than two consecutive semesters. Students who are in thesis/dissertation hours should apply for a Special Leave of Absence when they cannot enroll in every semester (including summer).

To qualify for a Special Leave of Absence, the student must demonstrate good cause (e.g., illness, family issues, financial difficulties, personal circumstances, recent maternity/paternity, employment issues). The specific reason for the Leave of Absence request must be indicated by the student on the <u>Leave of Absence Form</u>. Due to current U.S. government regulations, international students must be enrolled every fall and spring semester. For students in this category, a Special Leave of Absence is only available for documented medical reasons.

Academic Performance Concerns

For any academic performance concerns speak with your professor. It is best to bring your concerns to your professor's attention as soon as possible.

For grade disputes, students must follow the UCF Golden Rule. Grounds for a grade appeal and timeline requirements are outlined in the UCF Golden Rule https://goldenrule.sdes.ucf.edu/, section UCF-5.016 Student Academic Appeals.

Accommodations

UCF admits a diverse graduate student population. Some of those students may need an (or a variety) of accommodations to help them be successful in the program. Students should contact Student Accessibility Services for information about requesting accommodations: https://sas.sdes.ucf.edu/accommodations/

Communication

UCF uses email as the official means of notifying students of important university business and academic information concerning registration, deadlines, financial assistance, scholarships, student accounts (including tuition and fees), academic progress and problems, and many other critical items for satisfactory completion of a UCF degree program. The university sends all business-related and academic messages to a students Knights Email address to ensure that there is one repository for that information. Every student must register for, and maintain a Knights Email account at https://extranet.cst.ucf.edu/kmailselfsvc and check it regularly to avoid missing important and critical information from the university. Any difficulty with establishing an account or with accessing an established account must be resolved through the UCF Computer Services Service Desk so that a student receives all important messages. Additionally, each student must have an up-to-date emergency e-mail address and cell phone number by which to be reached in case of a crisis on campus. This emergency contact information will be used only for emergency purposes. Also, both permanent and local mailing addresses must be on the record, so that any physical documents that must be mailed can be delivered.

It is critical that students maintain and regularly check their Knights Email account for official announcements and notifications. Communications sent to the Knights Email address on record will be deemed adequate notice for all university communication, include issues related to academics, finances, registration, parking, and all other matters. The University does not accept responsibility if official communication fails to reach a student who has not registered for, or maintained and checked on a regular basis, their Knights Email account. Please ensure that this information is current and that any changes in contact information are made online through the myUCF portal at https://my.ucf.edu/.

Continuous Enrollment

All graduate students are required to enroll in at least one class over the span of the Academic year. Failure to enroll in 3 consecutive terms results in dismissal from the program. The institutional policy from the graduate catalog around continuous enrollment can be found here: Continuous Enrollment and Continuous Enrollment and Active Students.

Dismissal/Discipline

Conduct Violation Process:

- 1. If a violation of a conduct policy occurs, it will be reported to the Associate Dean. This will be submitted in writing and shared with the Director of the program.
- 2. Program Director will evaluate the matter and determine an appropriate course of action ranging from written warning to convening the Master's Program Review Committee (MPRC) for evaluation to immediate dismissal based on the egregiousness of the violation.
- 3. If the MPRC is convened, member will discuss the student's academic progress and/or professional conduct when concerns arise and recommend appropriate action based on the severity of violation up to and including program dismissal.

The following may be grounds for dismissal from the program.

- Receiving a "D" or "F" grade in a course listed as a part of the program's curriculum. The student will be summarily dismissed from the program at that time.
- Failure to achieve ≥3.0 GPA by the end of the Academic Probation period.
- Receiving more than 6 credit hours of "C" grades. Exceeding this limit is reason for dismissal from the program.
- Cheating: Which includes plagiarizing of materials from previously published sources or previously submitted course assignments. Students will not discuss the content of written or oral examinations until cleared to do so by the course instructor. See Golden Rule, UCF's Student Handbook- Rules of Conduct.
- Unprofessional behavior: Behavior that is inconsistent with the aforementioned expected professionalism or failure to correct unprofessional behavior as defined by the program handbook is grounds for dismissal from the program. This includes failure to attend classes or excessive unexcused absences, or repeated lateness.

Note: All references to GPA refer to Graduate Status Grade Point Average. A graduate status GPA will be calculated based on the graduate courses taken at UCF since admission into each degree or certificate program. See UCF Graduate Catalog for more information: http://catalog.ucf.edu/content.php?catoid=4&navoid=201#grade-system

Diversity Statement

One way to promote a safe and caring classroom community is to encourage each student's unique voice, perspective, and presence. The following diversity statement gives professors language for explaining how students' contributions will be valued:

The University of Central Florida considers the diversity of its students, faculty, and staff to be a strength and critical to its educational mission. UCF expects every member of the university community to contribute to an inclusive and respectful culture for all in its classrooms, work environments, and at campus events. Dimensions of diversity can include sex, race, age, national origin, ethnicity, gender identity and expression, intellectual and physical ability, sexual orientation, income, faith and non-faith

perspectives, socio-economic class, political ideology, education, primary language, family status, military experience, cognitive style, and communication style. The individual intersection of these experiences and characteristics must be valued in our community.

Title IX prohibits sex discrimination, including sexual misconduct, sexual violence, sexual harassment, and retaliation. If you or someone you know has been harassed or assaulted, you can find resources available to support the victim, including confidential resources and information concerning reporting options at https://letsbeclear.ucf.edu/. and https://letsbeclear.ucf.edu/.

If there are aspects of the design, instruction, and/or experiences within this course that result in barriers to your inclusion or accurate assessment of achievement, please notify the instructor as soon as possible and/or contact <u>Student Accessibility Services</u>.

For more information on diversity and inclusion, Title IX, accessibility, or UCF's complaint processes contact:

- Title IX OIE http://oie.ucf.edu/ & askanadvocate@ucf.edu
- Disability Accommodation Student Accessibility Services http://sas.sdes.ucf.edu/ & sas@ucf.edu
- Diversity and Inclusion Training and Events www.diversity.ucf.edu
- Student Bias Grievances Just Knights response team http://jkrt.sdes.ucf.edu/
- UCF Compliance and Ethics Office http://compliance.ucf.edu/ & complianceandethics@ucf.edu
- Ombuds Office http://www.ombuds.ucf.edu

Golden Rule

The Golden Rule is the university's policy regarding non-academic discipline of students and limited academic grievance procedures for graduate (grade appeals in individual courses, not including thesis and dissertation courses) and undergraduate students. Information concerning The Golden Rule can be found at www.goldenrule.sdes.ucf.edu/. Section 11, Student Academic Behavior, addresses appeals of graduate program actions or decisions.

Grading and Grading Procedures

A graduate status GPA will be calculated based on the graduate courses taken at UCF since admission into each degree or certificate program. See UCF Graduate Catalog for

more information at http://catalog.ucf.edu/content.php?catoid=4&navoid=201#grade-system.

Overalla	Grade Points Per	Overde	Grade Points Per
Grade	Semester Hour of Credit	Grade	Semester Hour of Credit
Α	4.00	С	2.00
A-	3.75	C-	1.75
B+	3.25	D+	1.25
В	3.00	D	1.00
B-	2.75	D-	0.75
C+	2.25	F	0.00

Grades will be available on myUCF after each term ends. To view dates, go to the UCF Academic Calendar at <u>calendar.ucf.edu</u>. Our office will not have access to grades before they are officially posted at myUCF.

UCF does not award GPA honors such as Magna Cum Laude and Summa Cum Laude at the graduate level.

Each student's academic progress is reviewed by both the College of Business and the College of Graduate Studies each semester. Students who have not met conditions or restrictions of their admission may be prohibited from further study in the program. Additionally, students who have not performed to academic standards of the program or university will be placed on Probationary Status or Dismissed from the program.

In accordance with the College of Graduate Studies' Policies and with the minimum university standards for satisfactory performance to continue graduate study, the College of Business graduate programs maintain the following requirements for all business graduate students:

- Students must maintain a GPA* of at least 3.0 or higher in order to maintain regular graduate student status, receive financial assistance, and qualify for graduation.
- Students are not permitted to get more than two "C" grades (C, C+, C-).
- A course in which a student has received an unsatisfactory grade may be repeated; however both grades will be used in computing the GPA. The opportunity to re-take courses is at the discretion of the College of Business.

Grade Policy Comparison Chart

	College of Graduate Studies Grade Policies	College of Business Grade Policies
GPA	3.0 minimum GPA ; <3.0 will be put on Academic Probation	3.0 minimum GPA; <3.0 will be put on Academic Probation
"D" and "F" grades	Unsatisfactory grade; Course may be repeated	Unsatisfactory grade; Cause for dismissal
"C" grades	Maximum of 6 credits of "C" grades usable towards degree program	Maximum of 6 credits of "C" grades usable towards degree program; more than 6 credit hours is cause for dismissal
"C" grades in undergraduate foundation courses taken while in MSA		Students must maintain a 3.0 GPA in the accounting foundation core. Students must earn a grade of "B-" (2.75) or higher in any undergraduate course taken after completion of the Bachelor's degree in order for that course to count as a prerequisite in or to fulfill an admissions requirements for the MSA degree.

Harassment

The University of Central Florida values diversity in the campus community. Accordingly, discrimination on the basis of race, sex, national origin, religion, age, disability, marital status, parental status, veterans status, sexual orientation, or genetic information is prohibited.

Sexual harassment, a form of sex discrimination, is defined as unwelcome sexual advances, requests for sexual favors, or verbal or physical conduct of a sexual nature including any of these three situations.

- 1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or enrollment.
- 2. Submission to or rejection of such conduct by an individual is used as the basis for employment or enrollment decisions affecting such individual.
- 3. Such conduct has the purpose or effect of substantially interfering with an individual's work performance or enrollment, or creating an intimidating, hostile, or offensive working or academic environment.

Sexual harassment is strictly prohibited. Occurrences will be dealt with in accordance with the guidelines above and university rules. Employees, students, or applicants for employment or admission may obtain further information on this policy, including grievance procedures, from the OIE Coordinator. The Director of the Office of Institutional Equity Programs is the campus Equity Coordinator responsible for concerns in all areas of discrimination. The office is located on the main campus, in Barbara Ying CMMS Building 81, Suite 101. The phone number is (407) 823-1336. Policies and guidelines are available online at http://www.eeo.ucf.edu.

Probation

Probationary Status means that the student is at risk (academic, professional, or ethical) within the program. A student cannot graduate from the program while on probationary status. A student may be placed on Probation if any of the following occur:

- <u>Academic Probation:</u> Per College of Graduate Studies' policy, if the graduate status GPA falls below the required 3.00, the student will have to bring the GPA above a 3.00 by the end of the probationary period in order to have the Academic Probation removed. Students will receive notice in writing from the College of Graduate Studies.
- <u>Conduct Probation:</u> Any minor violation of the aforementioned professional conduct expectations. The severity of violation will be determined by the procedures outlined in the following section.

Please refer to the Graduate Catalog for the additional information: <u>Academic Progress</u> and Performance

Religious Observances

It is UCF policy to reasonably accommodate the religious observances, practices, and beliefs of individuals regarding admissions, class attendance and the scheduling of examinations and work assignments. A student who desires to observe a religious holy day of his or her religious faith must notify all his or her faculty and will be excused from classes to observe the religious holy day.

The student will be held responsible for any material covered during the excused absence but will be permitted a reasonable amount of time to complete any missed work. Where practicable, major examinations, major assignments and university ceremonies will not be scheduled on a major religious holy day.

Students who are absent from academic activities because of religious observances will not be penalized. A student who believes that he or she has been unreasonably denied

an educational benefit due to his or her religious belief or practices may seek redress under the Student Grievance Procedure, located in <u>The Golden Rule</u>.

Time Limits to Degree Completion

As a non-cohort program, students have flexibility in meeting program requirements. However, there are limitations put in place by university policy. Please refer to the Graduate Catalog for additional information: <u>Time Limitation and Continuous Enrollment Policy</u>

Use of Portable Devices

The use of portable devices during class is ultimately at the discretion of the faculty. Below are a few reminders for professional use of portable devices in the classroom.

- Laptops are acceptable for taking notes and participating in course simulations or research. The faculty retains the right to request, at any time, that a student close their laptop and refrain from use.
- Cellphones should be turned off or set on silent during class time. Students
 expecting an urgent phone call during class, should alert the faculty in advance
 and step outside the classroom to accept the call.
- Voice recording devices should not be used unless permission is obtained in advance from the faculty or instructor. All lectures and course information are considered the intellectual property of the presenting faculty.
- Cellphone, earbuds, or headphones are not allowed during exams.
- Students may, without prior notice, record video or audio of a class lecture for a class in which the student is enrolled for their own personal educational use. A class lecture is defined as a formal or methodical oral presentation as part of a university course intended to present information or teach students about a particular subject. Recording classroom activities other than class lectures, including but not limited to lab sessions, student presentations (whether individually or part of a group), class discussion (except when incidental to and incorporated within a class lecture), clinical presentations such as patient history, academic exercises involving student participation, test or examination administrations, field trips, and private conversations is prohibited. Recordings may not be used as a substitute for class participation and class attendance, and may not be published or shared without the written consent of the faculty member. Failure to adhere to these requirements may constitute a violation of the University's Student Code of Conduct as described in the Golden Rule.

Weather Alerts & Campus Closure Alerts

All UCF campuses follow the lead of the UCF Main campus or affiliated regional campus partner when deciding to cancel a class due to emergencies and man-made or

natural disasters. If the UCF Main campus is closed for any reason, an announcement will be posted on the UCF homepage, www.ucf.edu. For regional campus closures, please check with the affiliated regional campus partner's website.

- UCF Downtown programs/students follow the UCF Main Campus/UCF Downtown campus closures.
- Regional campus program/students follow the regional campus closures.

UCF ALERT: UCF Alert is a multi-media communications system that provides timely and accurate information about emergency situations that could impact the university. Students are encouraged to sign up to receive UCF alerts on myUCF.

- Log on to myUCF and select Student Self-Service.
- Scroll down to the "Personal Information" section and select "UCF Alert."
- Fill out contact information and select "Save."

Additional Program Details

Financial Aid Funding

Students with qualifying assistantships or university-wide fellowships will receive financial packages that include an assistantship or fellowship stipend, tuition remission, and health insurance. Qualifying fellowships are accompanied by tuition waivers. Qualifying assistantships include single appointments of at least .50 FTE (20 hrs/week) or two appointments of at least .25 FTE (10 hrs/week). Tuition remission is in the form of either tuition waivers or tuition payments that cover in-state (resident) tuition. Non-resident students with financial packages are not charged out-of-state tuition or the non-resident financial aid fee.

For additional information about funding for graduate school, please visit funding.graduate.ucf.edu/.

Key points about financial support:

- If you are interested in financial assistance, you are strongly encouraged to apply for admission early. A complete application for admission, including all supporting documents, must be received by the priority date listed for your program under "Admissions."
- You must be admitted to a graduate program before the university can consider awarding financial assistance to you.
- If you want to be considered for loans and other need-based financial
 assistance, review the UCF Student Financial Assistance website at
 finaid.ucf.edu and complete the FAFSA (Free Application for Federal Student
 Aid) form, which is available online at fafsa.ed.gov/. Apply early and allow up
 to six weeks for the FAFSA form to be processed.
- For information on assistantships (including teaching, research, and general graduate assistantships) or tuition support, contact the graduate program director of your major.

For more information on scholarships for the discipline, visit the <u>College of Business</u> <u>Administration website</u>.

Commencement

Commencement is held on the UCF main campus at the end of each term.

Commencement is considered an optional event and the exact date of Commencement

is determined by the University Registrar. Students graduating from this program graduate from the College of Business (NOT the College of Graduate Studies).

Intent to Graduate Form

The Intent to Graduate Form serves as your confirmation of commencement attendance and as a request to issue your diploma at the completion of your program. For information on filing your intent to graduate: https://graduate.ucf.edu/commencement/.

The ability to file online opens at mid-term of the semester **prior** to the semester of graduation. Intents to graduate should be filed online no later than the last day of registration for the semester of graduation.

Below are the steps for indicating your intent to graduate.

- Students who intend to graduate must complete the online Intent to Graduate Form by logging into myUCF and navigating to the Student Self Service—Other Academics > Intent to Graduate: Apply.
 - Once the online form is completed, students will receive e-mail communications from the College of Graduate Studies at various stages of the review process. Students can also log in to myUCF and check the status of their Intent to Graduate at any time by navigating to the Student Self Service— Other Academics > Intent to Graduate: Status
 - Intent status will be moved to pending status once it is reviewed in a precertification process by the academic college and the College of Graduate Studies. It will stay in pending status until after grades officially post, and all requirements have been satisfied and final degree certification has been completed.
 - An approved status indicates the degree has been awarded. Degrees are typically awarded within 45 days of Commencement Ceremonies, while diplomas can take approximately 6-10 weeks to be mailed.
 - Official transcripts will reflect the conferred degree in approximately 24 hrs after being awarded. Transcripts must be ordered online through the MyUCF portal. <u>registrar.ucf.edu/transcript-request/</u>.
 - Please refer to the <u>Student Help Guide</u> for assistance in completing the online form. If you still have questions or concerns, please feel free to email us at <u>graddegr@ucf.edu</u>.
- If your record is placed on hold, please refer to Record Holds in the <u>Student Handbook</u> for information on how to satisfy the hold requirements.

Please refer to the Academic Calendar for dates to apply for graduation.

Note: Names of students who are approved for a late intent to graduate may not appear in the printed Commencement Program (or Virtual Ceremonies), and the ability to participate in the commencement ceremony, or obtain tickets to inperson ceremonies is NOT guaranteed.

• If you are unable to graduate in that semester, a new online form must be filed at the beginning of the semester of anticipated completion.

Rental of Commencement Regalia

The University requires each student to order their rented commencement regalia online. Commencement regalia fees are **not** included in your program fees. As part of your program, our Students Services team will pick up regalia from the main campus and deliver directly to students. Students must complete a release form allowing our office to pick up regalia from the main campus prior to commencement. After commencement, students will be required to return their rented regalia to the UCF Main Campus Bookstore.

GPA honors such as Magna Cum Laude, Summa Cum Laude, and Cum Laude are not awarded at the graduate level of study at UCF.

Job Search and Career Pathways

UCF's Career Services department offers a wide range of programs and services designed to assist graduate students. These services include evaluation and exploration of career goals, preparation for the job search and job search resources. To learn more, visit their website at career.ucf.edu/.

The Office of Professional Development in the College of Business Administration offers career management, internship and job placement for graduate business students. For information visit business.ucf.edu/centers-institutes/office-of-professional-development/.

For information on career management, internship and job placement services for graduate business students visit the <u>business.ucf.edu/centers-institutes/office-of-professional-development/</u> page on the <u>College of Business Administration website</u>.

Graduate Excellence Awards

Each year, the College of Graduate Studies offers graduate students who strive for academic and professional excellence the opportunity to be recognized for their work. The award categories include the following:

Award for Excellence by a Graduate Teaching Assistant – This award is for students who provide teaching support and assistance under the direction of a lead teacher. This award focuses on the extent and quality of the assistance provided by the student to the lead instructor and the students in the class. (Not intended for students who are instructor of record.)

Award for Excellence in Graduate Student Teaching – This award is for students who serve as instructors of record and have independent classroom responsibilities. The focus of this award is on the quality of the student's teaching and the academic contributions of those activities.

For the nomination process and eligibility criteria, see <u>graduate.ucf.edu/awards-and-recognition/</u>.

Student Associations

For a listing of student organizations associated with the business disciplines visit the <u>Student Organizations webpage</u> on the <u>College of Business Administration website</u>.

The Graduate Student Association (GSA) is UCF's graduate organization committed to enrich graduate students' personal, educational and professional experience. To learn more or get involved, please visit facebook.com/groups/UCFgsa/.

Forms

- College of Graduate Studies Forms and References
 A complete listing of general forms and references for graduate students, with direct links, may be found here.
- Graduate Petition Form
 When unusual situations arise, petitions for exceptions to policy may be requested by the student. Depending on the type of appeal, the student should contact his/her program adviser to begin the petition process.

Useful Links/Resources

- College of Business Administration Website
- College of Graduate Studies
- Academic Calendar
- Bookstore
- Campus Map
- Counseling Center
- Delta Sigma Pi
- Financial Assistance
- Golden Rule Student Handbook
- Graduate Catalog
- Graduate Student Association

- Graduate Student Center
- Housing and Residence Life
- University Email
- Housing, off campus
- Learning Online
- Library
- NID Help
- Pathways to Success
- Recreation and Wellness Center
- Register for Classes
- Registrar
- Shuttles Parking Services
- Student Health Services
- Thesis and Dissertation (ETD)
- UCF Global
- UCF IT
- University Writing Center

Graduate Faculty

Below is a list of College of Business and the College of Engineering & Computer Science Faculty Teaching in the MS in FinTech program in the 2022-2023 School Year. Please visit https://business.ucf.edu/faculty/ and https://www.cecs.ucf.edu/directory/ for bios and contact information of all faculty.

Cuneyt Akcora Ramya Akula Christo Pirinsky Pradipkumar Ramanlal Buvaneshwaran Venugopal