

MASTER OF SCIENCE IN INFORMATION SYSTEMS - MSIS - PROGRAM

GRADUATE STUDENT HANDBOOK

2026-2027



COLLEGE OF

**BUSINESS
ADMINISTRATION**

CENTRAL MICHIGAN
UNIVERSITY

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MSIS program location

THE CAMPUS LOCATION OF THE MSIS PROGRAM

The MSIS program is located at Powers Hall Building 17 from the Map.



Visit [Campus Map](#) for a complete map of the university.

Welcome

MESSAGE FROM THE PROGRAM DIRECTOR

Welcome to Central Michigan University and the Master of Science in Information Systems (MSIS) program. We are excited to have you join a community of learners who are preparing to lead and innovate in the dynamic field of information systems.

As an MSIS student, you will engage in a challenging and rewarding curriculum taught by faculty with deep expertise and a commitment to your success. The program is designed to help you build strong technical, analytical, and professional skills that will support your career goals in a rapidly changing digital world.

This handbook is an important resource throughout your time in the program, providing guidance on academic requirements, courses, policies, and graduation procedures. If you have questions or need support, the Business Information Systems Office in Powers Hall 106 and our faculty and staff are here to help.

We wish you a successful and fulfilling journey in the MSIS program and look forward to supporting you every step of the way.

Ming Liu (PhD)

MSIS Program Director

For more information, please visit [MSIS](#) website

Email: liu3m@cmich.edu or msis@cmich.edu

Schedule a meeting: [Book time to meet with me.](#)



MESSAGE FROM THE ACADEMIC ADVISOR

Greetings Prospective and Current Students,

As your academic advisor, I am here to provide support as you embark and navigate your academic journey in the Master of Science in Information Systems program. Whether you are a prospective, new, or continuing student, I am here to offer you guidance in your academic and professional goals.



You can schedule an appointment with me using the QR code or visit the [booking website.](#)

Venezia Navarro

MSIS Program Coordinator/Academic Advisor



The MSIS program

The Master of Science in Information Systems (MSIS) program at College of Business Administration is designed for individuals who do not have previous information systems or computing-related degrees. The MSIS program is offered both on-campus and online. The program prepares students to enter various information systems positions in business, consulting, government, or nonprofit organizations, to teach computer applications and information systems at community colleges, or to enter doctoral programs in information systems-related areas after graduation.

MISSION STATEMENT

Our mission is to prepare students to be effective information systems professionals. (April 2016)

STUDENT LEARNING OUTCOMES

SLO 1. Demonstrate the ability to collaboratively develop information systems to solve business problems. (CBA #3, 4)

SLO 2. Demonstrate the ability to provide accurate information to key stakeholders. (CBA #2, 3, 4)

SLO 3. Demonstrate competency in core business knowledge. (CBA #1)

SLO 4. Demonstrate effective business writing and oral communication skills. (CBA #2)



THE MSIS PROGRAM IS ACCREDITED BY AACSB INTERNATIONAL

AACSB provides internationally recognized, specialized accreditation for business and accounting programs at the bachelor's, master's, and doctoral levels. AACSB Accreditation Standards guide schools in achieving excellence and continuous improvement, with a focus on learner success, societal impact, and thought leadership. AACSB accreditation is widely recognized as the longest-standing and most respected form of specialized accreditation for business education. [AACSB: Business Accreditation](#)

Today, AACSB Accreditation Standards are used to evaluate a business school's mission, strategic management, faculty qualifications, curricula, and overall operations. AACSB accreditation signifies a school's commitment to high-quality education, continuous improvement, and positive societal impact. [AACSB: Shaping the next generation of great leaders](#)
[Setting the global standard for business education](#)

According to AACSB, the estimated number of educational institutions offering business degrees worldwide was 16,521 in 2016. At that time, AACSB accredited 817 institutions in 53 countries (about 5%). As of 2024-2025, AACSB accredits over 1,030 institutions across more than 65 countries, still representing roughly only 5% of business schools globally. [AACSB: 2025 state of accreditation report](#)

Overview

GRADUATE STUDENTS RESPONSIBILITIES

The graduate student is expected to:

- » Become familiar with university academic regulations and the requirements of the specific program.
- » Maintain regular contact with their advisor for guidance on program requirements and progress.
- » Assume primary responsibility for complying with all university, Office of Graduate Studies, and department regulations.
- » Ensure all degree requirements are within the allowable time limits.

ADMISSION REQUIREMENTS

To be considered for regular admission, an applicant must have:

A bachelor's degree from an accredited institution with a 2.7 GPA, or a grade point average of at least 3.0 in the last two years of a bachelor's degree from an accredited institution.

ADMISSION STATUS

When you applied to Central Michigan University, you were granted regular or conditional admission.

Regular: You have fulfilled all admission requirements.

Conditional (with stipulation): You have not yet met all the requirements for regular admission.

Students admitted with stipulation must work with their advisor to complete the missing requirements as soon as possible. Once these requirements are completed, a **Petition for Reclassification** form must be submitted to request a change in admission status. Students must have regular admission to graduate. Students must have regular admission before your last semester to participate in the graduation ceremony.

COMPLETE MSIS AND MBA DEGREES IN AS LITTLE AS TWO YEARS

Students can earn both MSIS and MBA degrees by sharing up to 18 credits between the two programs. This option is especially beneficial for students who choose the same track in the MSIS program as their emphasis in the MBA program. International students who pursue this option may also benefit from the STEM designation associated with the MSIS program. The total number of credit hours for both programs, excluding prerequisites, can be as low as 54 compared to 72 credits if the degrees are completed separately.

ACCELERATED MSIS PROGRAM

The Accelerated MSIS Program allows Central Michigan University (CMU) undergraduate students to earn up to 18 graduate credits that count toward both their bachelor's degree and the Master of Science in Information Systems (MSIS) degree. With careful planning, students can complete their master's degree in as little as one year after finishing their undergraduate studies, while also reducing tuition costs and entering the workforce sooner with a competitive advantage. For details, please contact your academic advisor.

Program tracks & degree requirements

CREDIT HOUR REQUIREMENTS

The MSIS program was originally designed to be a cohort program beginning in the fall. Students who begin the program in the spring must plan their sequence of courses ahead of time to avoid class conflicts. Students enrolled part-time must realize that it will take longer to complete their degree, as all classes are not offered every semester. It is recommended that students work with their advisors to develop a schedule plan before beginning the program.

MSIS DEGREE REQUIREMENTS

Required Core Courses: 21 hours

- BIS 601 (3) Introduction to Information Systems
- BIS 605 (3) Communication in Professional Contexts
- BIS 628 (3) Application Development
- BIS 636 (3) Systems Analysis and Design
- BIS 638 (3) Database Management for Business System
- BUS 501 (3) Project Management Fundamentals
- BIS 698 (3) Information Systems Project

REQUIRED COMPREHENSIVE EXAM: The comprehensive exam must be completed during the student's final semester while enrolled in BIS 698.

To be eligible for the comprehensive exam, students must submit an application through the Director of the MSIS program indicating their intent to take the exam.

MSIS PROGRAM TRACKS (9 - 15 HOURS)

A planned course of study in one of the following tracks approved by the graduate advisor. Students selecting a track must complete the required nine hours in that track. Students may select two tracks.

1 ENTERPRISE SYSTEMS USING SAP SOFTWARE ES-SAP (9 HOURS)

- BIS 647S (3) Enterprise Systems for Management Using SAP Software
- BIS 657S (3) ABAP Programming for ES
- BIS 658S (3) Enterprise System Configuration Using SAP Software

2 CYBERSECURITY CS (9 HOURS)

Required course I (3 hours)

- BIS 512 (3) Cybersecurity Analysis

Required course II (6 hours)

Choose two of the following:

- BIS 521 (3) Governance, Risk, & Compliance in Cybersecurity
- BIS 523 (3) Cybercrime Forensics
- BIS 525 (3) Managing Privacy & Security in the Cloud

3 PROJECT MANAGEMENT PM (9 HOURS)

- BUS 503QR (3) Applied Lean Six Sigma
- BUS 505 (3) Application of Project Management Principles
- BUS 507 (3) Advanced Project Management Methodologies

4 BUSINESS DATA ANALYTICS BDA (9 HOURS)

- BIS 580 (3) Business Decision Modeling
- BIS 581 (3) Business Data Analytics
- BIS 582 (3) Data Visualization: Theory and Practice

ELECTIVES (0 - 6 HOURS)

Students who select one track are required to complete six credit hours of graduate-level elective courses for the MSIS program. These courses must be taken from other MSIS program tracks, if available, or from College of Business Administration graduate-level courses approved by the MSIS Director. Students who select two tracks are not required to complete any elective courses.

The sequence of MSIS courses

THE SEQUENCE OF MSIS COURSES IN THE CAMPUS PROGRAM

Courses in the MSIS program are typically taken in the sequence noted below; however, part-time students must develop a different plan with their advisor.

STUDENT BEGINS DURING FALL SEMESTER (LATE AUGUST)

Semester	Core	ES-SAP	CS	PM	BDA
Fall	601, 605, 628				
Spring	636, BUS 501	647S	512	BUS 503QR	580
Summer	Elective 1, Internship, Break				
Fall	638, Elective 2	657S	521	BUS 505	581
Spring	698, Comp. Exam	658S	523 or 525	BUS 507	582

STUDENT BEGINS DURING SPRING SEMESTER (EARLY JANUARY)

Semester	Core	ES-SAP	CS	PM	BDA
Spring	601, 605, 628				
Summer	Electives or Break				
Fall	636, BUS 501	647S	512	BUS 503QR	580
Spring	638, Elective 1	658S	521	BUS 505	581
Summer	Internship, Elective 2, Break				
Fall	698, Comp. Exam	657S	523 or 525	BUS 507	582

Due to course scheduling, it is recommended that students in the campus program take three classes each semester. While graduating within two years is not required, students who plan to do so should follow the recommended course sequence closely. International students must enroll in at least three classes per semester.

The sequence of MSIS courses in the online program

STUDENT BEGINS DURING FALL SEMESTER (LATE AUGUST)

Semester	Core	ES-SAP	CS	PM	BDA
Fall	601, 605				
Spring	BUS 501, 628				
Summer	636, 638				
Fall		647S, 657S	512, 521	BUS 503QR, BUS 505	580, 581
Spring	698, Comp. Exam	658S	523 or 525	BUS 507	582
Summer	Elective 1, Elective 2				

STUDENT BEGINS DURING SPRING SEMESTER (EARLY JANUARY)

Semester	Core	ES-SAP	CS	PM	BDA
Spring	601, 605				
Summer	BUS 501, 628				
Fall	636, 638				
Spring		647S, 657S	512, 521	BUS 503QR, BUS 505	580, 581
Summer	698, Comp. Exam	658S	523 or 525	BUS 507	582
Fall	Elective 1, Elective 2				

Because of course scheduling, students in the online program are advised to take two classes each semester. Although completing the program within two years is optional, adhering to this schedule is important for those intending to graduate within that time frame.

BIS course descriptions

Note: All information regarding the MSIS program and courses is subject to change at any time. The information presented here is to give students a general idea of the prerequisites, and course descriptions and in no way represents a commitment by Central Michigan University, the Business Information Systems Department, or any faculty to teach the courses as they are described below. Course content and the number of hours for any course are subject to change at any time.

MSIS CORE COURSES (18 HOURS)

BIS 601-Information Systems (3 hours)

Introduction to the development and use of Information Systems (IS) in organizations, contemporary IS issues, and the use of software to solve business problems.

BIS 605-Communication in Professional Contexts (3 hours)

Students will investigate the role of communication in professional contexts and continue to develop core abilities: audience analysis, writing, presentations, interpersonal communication, and intercultural communication.

BIS 628-Application Development (3 hours)

This course involves designing and developing computer applications using a modern programming language.

BIS 636-Systems Analysis and Design (3 hours)

Introduction to the systems approach to the analysis, design, and development of information systems; methods, tools, and technologies used to develop information systems prototypes.

BIS 638-Database Management for Business Systems (3 hours)

A broad overview of the development and use of database systems in business. The management of databases and their strategic implications will also be covered.

BUS 501-Project Management Fundamentals (3 hours)

Covers foundational terms, concepts, and processes of project management, providing an opportunity to apply key elements of project management to a simulated project.

PLAN B RESEARCH REQUIREMENT COURSES (3 HOURS)

BIS 698-Information Systems Project (3 hours), take this course during your final semester

A capstone, project-oriented study of the planning, analysis, design, development, implementation and testing of information systems projects using modeling tools, databases, and advanced programming languages. Prerequisites: Completed 24 hours in the MSIS Program, BIS 605, BIS 628, BIS 636, and BIS 638.

MSIS program tracks (9 hours)

ENTERPRISE SYSTEMS USING SAP SOFTWARE (9 HOURS)

BIS 647S Enterprise Systems for Management Using SAP Software (3 hours)

Examination of the application and management of business enterprise software using SAP. Issues include software deployment that supports transaction processing in the business supply chain.

BIS 657S ABAP Programming for ES (3 hours)

Application of the ABAP Programming language to implement business processing using the SAP R/3 System as an example of contemporary enterprise software. Prerequisites: BIS 628, BIS 648S.

BIS 658S Enterprise System Configuration Using SAP Software (3 hours)

Configuration issues, concepts and application of enterprise software (SAP) for global business organization integration. Prerequisites: BIS 647S.

CYBERSECURITY (9 HOURS)

Required Course I (3 hours)

BIS 512 Cybersecurity Analysis (3 hours)

Using behavioral analytics and tools to improve IT security. Configuring and using threat detection tools and performing data analysis. Prerequisites: None for MSIS students.

Required Courses II (6 hours)

Choose two of the following:

BIS 521 Governance, Risk, & Compliance in Cybersecurity (3 hours)

Investigating external and internal threats that compromise data and digitized intellectual property. Implementing effective policies for mitigating risks and security and remediation measures in organizations. Prerequisite: BIS 512.

BIS 523 Cybercrime Forensics (3 hours)

Introduction to cybercrime and computer forensics. Exploring laws regulating electronic evidence along with establishing the basis for gathering electronic digital evidence and artifacts. Prerequisite: BIS 512.

BIS 525 Managing Privacy & Security in the Cloud (3 hours)

Exploring cloud computing concepts, frameworks, and security/privacy issues related to cloud deployments. Evaluating relevant security approaches, security architecture, and cloud security policy and requirements. Prerequisite: BIS 512.

MSIS program tracks (9 hours)

PROJECT MANAGEMENT (9 HOURS)

503QR - Applied Lean Six Sigma

This course applies principles and practices of Lean Six Sigma (LSS) and other operations improvements that have been demonstrated to bring value to business. LSS builds on a business statistics foundation.

BUS 505 - Application of Project Management Principles

Building on fundamentals, students analyze and apply project organization, staffing, and behavioral and qualitative skills in a simulated project to develop core project management competencies. Prerequisite: BUS 501.

BUS 507 - Advanced Project Management Methodologies

Evaluate and create project management solutions appropriate for projects/programs through the complete life cycle, using key processes and knowledge areas of project management. Prerequisite: BUS 505.

BUSINESS DATA ANALYTICS (9 HOURS)

BIS 580 - Business Decision Modeling

This course offers an overview of the information systems and tools used for evidence-based business decision making. Prerequisites: Graduate Standing.

BIS 581 - Business Data Analytics

The course offers an overview of Business Data Analytics, theories, workflows, and challenges. Topics include data collection, cleansing, preparation, analysis, and visualization.

BIS 582 - Data Visualization: Theory and Practice

This course will offer details on the theory and practice of data visualization. Students will learn visualization theory and design visualizations in accordance with human cognitive structure.

ELECTIVE COURSES AND COURSES IN OTHER CONCENTRATIONS (6 HOURS)

Students who complete two tracks are not required to take elective coursework. Students completing one track must complete six hours of graduate-level elective coursework to fulfill MSIS program requirements. Electives may be selected from tracks other than the one chosen. All elective courses must be approved by the graduate director or advisor and must be selected from BIS, BUS, or other College of Business Administration graduate-level offerings.

BIS 688- Directed Work/Observation/Internship (1 - 3 hours)

This course provides work experience, internship opportunities, and/or directed observation at business sites. Prerequisite: Completion of a minimum of 9 credit hours in the MSIS program. If BIS 688 is used as an elective, the student must enroll in 3 credit hours.

COMPREHENSIVE EXAM (PASS/FAIL STATUS)

Each student must complete a written comprehensive examination in information systems. The exam is taken during the student's final semester. To be eligible, students must submit an application to the MSIS director through Blackboard at the beginning of their final semester when they take BIS 698. The exam is administered between the 9th and 11th weeks of the semester, with the exact date determined by the MSIS director. Students are required to take the exam on the scheduled date. The comprehensive exam consists of 60–70 questions covering all core courses. A minimum score of 70% is required to pass.

Registration

PROCEDURE

Only students who are admitted to the MSIS or MBA programs are allowed to register for the BIS classes. Non-MSIS/MBA students can email the Director of the MSIS program to register for MSIS classes. A \$100 late registration fee is charged to a student's account when they initiate registration on the first day of classes.

DROPPING AND ADDING CLASSES

Students may add and drop a class using the on-line registration during the times listed for drop and add. They may also drop or add a class during the walk-in registration period at the Bovee Center. Dropping or adding classes after the official drop/add period is

permitted only in exceptional situations and requires the approval of the department chairperson. If you are having severe difficulty in a course, please talk to your advisor.

AUTHORIZATION OF GRADUATE DEGREE PROGRAM

The Authorization of Graduate Degree Program form is the official document outlining all requirements for a student's graduate degree. Upon application for graduation, the student's transcript is reviewed against the approved Authorization form on file in the Registrar's Office. This form is part of the Degree Progress Administration process.

TRANSFER CREDIT

Transfer credits must comply with the Graduate Transfer Credit Policy outlined in the Graduate Bulletin. Evaluation of transfer credits should be completed prior to approval of the Authorization of Graduate Degree Program form when such credits are included.

MAXIMUM NUMBER OF TRANSFER CREDITS

All CMU graduate programs have a maximum allowable number of transfer credits. Generally, certificate programs allow a maximum of 6 semester hours. The MSIS program allows up to 12 semester hours of transfer credit from AACSB-accredited institutions.

TRANSFER PROCEDURE

To receive transfer credit, students must complete a Transfer Credit Request form. The form requires approval from the Director of the MSIS Program and the Office of Graduate Studies.

Transfer credits are accepted only if the following conditions are met:

- The credits were earned at a college or university accredited by AACSB
- The credits were earned within the time limit for degree completion
- The student earned a grade of B or higher in each course
- The student maintains a B or higher overall GPA in the program coursework being transferred

For students transferring from programs with formal cooperative agreements, credits are transferred in accordance with the terms of the agreement.

FULL-TIME STUDENT STATUS

The Office of Graduate Studies defines a normal full-time course load as 9–12 credit hours during the fall and spring semesters, and 4–6 credit hours during a six-week summer session.

To qualify as a full-time student for financial aid purposes, including Veterans' benefits, Social Security Administration programs, and other CMU financial aid programs, students must enroll in a minimum of 9 credit hours during each fall and spring semester.

Part-time status is defined as enrollment in at least 5 credit hours; however, some loan programs require a minimum of 6 credit hours for part-time eligibility.

International students without graduate assistantships must enroll in a minimum of 9 credit hours per semester to maintain visa status with the [U.S. Bureau of Citizenship and Immigration Services](#).

Note: The BIS program requires all international students to enroll in three courses per semester.

MAXIMUM AND MINIMUM ACADEMIC LOADS

Limits are placed on the number of credits a graduate student may take in a given semester. Specifically, MSIS students may not enroll in more than 12 credits during the fall or spring semester, nor more than 9 credits across the combined summer sessions. Exceptions to these limits require approval from the graduate advisor and the Office of Graduate Studies.

Unless financial aid or immigration requirements establish a minimum credit load for full-time status, there is no general minimum course load requirement for graduate study. Students are expected to evaluate their academic needs, abilities, and other relevant factors carefully and select a course load that supports successful completion of graduate-level work.

ACADEMIC INTEGRITY

Because academic integrity is a cornerstone of the University's commitment to the principles of free inquiry, students are responsible for learning and upholding professional standards of research, writing, assessment, and ethics in their areas of study. In the academic community, the high value placed on truth implies a corresponding intolerance of scholastic dishonesty. Written or other work which students submit must be the product of their own efforts and must be consistent with appropriate standards of professional ethics. Academic dishonesty, which includes cheating, plagiarism, and other forms of dishonest or unethical behavior, is prohibited.

STUDENTS WITH DISABILITIES

Central Michigan University provides students with disabilities reasonable accommodations to participate in university activities, programs, and services. Students with disabilities requiring an accommodation should contact The [Student Disability Service](#), Park Library 120, phone (989) 774-3018, at least 4 weeks before a scheduled event or commencement of classes.

ACADEMIC PROBATION

If a student's cumulative graduate GPA falls below 3.0, the student is placed on academic probation, and the academic record is reviewed by the Office of Graduate Studies.

Students on academic probation are allowed two semesters of enrollment to raise their cumulative graduate GPA to 3.0 or higher. If the student does

not meet this requirement within two semesters, the student will be dematriculated.

If the student is enrolled in a degree program, the academic department may request an exception to this policy. If approved by the Office of Graduate Studies, the student may be granted a third and final semester to achieve a cumulative GPA of 3.0. Under no circumstances will probationary extensions exceed three semesters.

INACTIVE STATUS

If a student does not earn graduate credit for three consecutive years after completing one or more courses, the student is classified as inactive and admission is terminated.

To reactivate admission status, the student must reapply to the Office of Graduate Studies. The application fee may be waived if the student reapplies to the same program. Readmission is not guaranteed, as program capacity and admission standards may change.

TIME LIMITS

Two calendar years are generally sufficient for completion of the MSIS degree program. However, all degree requirements must be completed within seven years of the student's initial enrollment.

Unless a policy exception is granted by the Office of Graduate Studies, transfer credits older than seven years at the time of graduation cannot be applied toward the degree.

Student groups

CENTRAL AI

Unlock your potential with CentralAI, CMU's premier student hub for artificial intelligence innovation. Open to all undergraduate and graduate students across every major, we offer hands-on workshops, professional networking, and a collaborative community dedicated to mastering the future of tech. Whether you're a seasoned coder or just AI-curious, join us to build your skills and lead the digital revolution at Central Michigan University. [Website](#) | [Instagram](#) | [LinkedIn](#)

SAP STUDENT USER GROUP (SAPSUG)

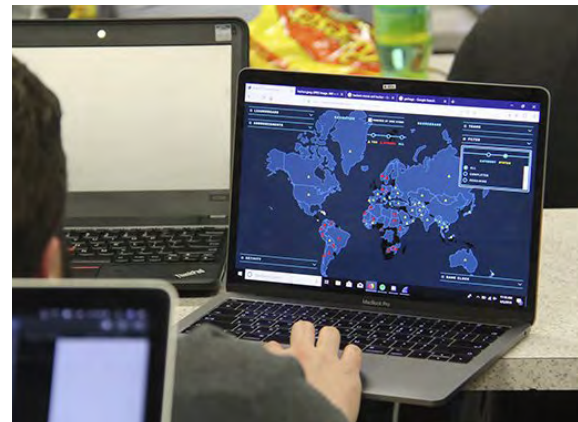
The SAP Student User Group is a group focused on the The SAP Student User Group (SUG) is a student organization actively involved in the SAP University Alliance. SAP SUG welcomes all business majors to join its community. The organization focuses on providing professional development opportunities and skills that support students' academic and career growth. Activities include engagement with multinational industries, networking opportunities with corporate recruiters and College of Business faculty, and discussions on innovative systems and applications. [Website](#) | [Instagram](#) | [LinkedIn](#)

CYBERSECURITY CLUB

The Cybersecurity Club is a community for students interested in cybersecurity and information security. Members develop technical skills, expand their professional networks and explore career opportunities through meetings, guest speakers, outreach activities and hands-on experiences. The club participates in activities such as Capture the Flag competitions and skill-building workshops covering topics including Linux, ethical hacking and defensive security. [Website](#)

PROJECT MANAGEMENT REGISTERED STUDENT ORGANIZATION (PM RSO)

The Central Michigan University Project Management Club helps students develop leadership, communication and project management skills through hands-on experiences and professional engagement. Members connect with project management professionals through guest speakers, workshops and collaborations with the Project Management Institute Great Lakes Chapter, gaining insights into the tools and practices used to manage projects across industries. leadership and project management skills. [LinkedIn](#)



Financial assistance for graduate students

GRADUATE ASSISTANTSHIPS

- Administered by & applied for through departments/programs
- Some departments make GA applications available on websites.
- Some programs require GRE scores with GA applications.
- Can be awarded a full or part-time GA.
- May be awarded for a semester only or for the entire academic year.
- Types: teaching, research, or administrative (depending upon program).

GRADUATE STUDENT PRESENTATIONS & RESEARCH GRANTS

- [Graduate Assistant Conference Grant Form](#)
- [Graduate Student Publication & Presentation Grant](#)
- [Graduate Student Research & Creative Endeavors Grant Application](#)
- [Dissertation Research Support Grant](#)

OTHER FINANCIAL ASSISTANCE OPTIONS

Various department-specific scholarships are available. For a listing, please visit [here](#).

Further information about scholarships, loans, and other forms of financial assistance is available through CMU's Office of Scholarships and Financial Aid, (888) 392-0007 or (989) 774-3674, by e-mail at CMUOSFA@cmich.edu, or on the web at the [Office of Scholarships and Financial Aid](#).

ON-CAMPUS EMPLOYMENT

Jobs are available on campus through the Student Employment Office, 206 Bovee University Center, (989) 774-3881. Vacancies are also posted on the web at [Student Employment Services](#).

FINANCIAL ASSISTANCE HELP

Students interested in financial assistance should contact the Office of Scholarships and Financial Aid, Central Michigan University, 205 Warriner Hall, Mt. Pleasant, Michigan 48859. Telephone (989) 774-3674, Fax: (989) 774-3634, e-mail: CMUOSFA@cmich.edu.

There is no guarantee that any financial assistance, graduate research fellowships, or graduate assistantships will be available.

Tuition and fees

MAIN CAMPUS GRADUATE TUITION

CMU's current upper-level tuition is lower than ten of Michigan's 15 public universities. With a graduate degree, you'll open doors for yourself. Along the way, you can apply for fellowships, pursue assistantships, and talk with a graduate counselor or adviser about work study opportunities. Many corporations and organizations also help pay for their employees to pursue advanced degrees.

	Master's / Specialist (Per Credit Hour)	Doctoral (Per Credit Hour)
U.S. resident tuition	\$862	\$962
International tuition	\$1,062	\$1,162
MBA tuition	\$935	
MSIS tuition	\$935	

* This applies to all graduate students who are U.S. residents. This does not apply to specialty programs with unique tuition rates. The international rate applies to students who are not eligible for the U.S. resident tuition rates, as outlined by the CMU Resident Status Policy.

Note: The president may vary these tuition rates according to cohorts, markets, programs, locations, or terms of contracts.

For Information on tuition and fees, click [here](#).

Residence life

GRADUATE HOUSING

CMU offers state-of-the-art living facilities for graduate students. The Graduate Housing Complex is a two-building, smoke-free residential housing area, located on the north end of campus. click [here](#) to visit the apartments website.

MSIS graduate assistantships

A small number of graduate assistantships are available to students pursuing the MSIS degree. Appointing a graduate assistantship is an honor that recognizes and encourages academic excellence. Awards are granted to students who demonstrate strong academic achievement or who show promise of high-quality academic performance in the future.

The Department offers full- and part-time graduate assistantship positions based on departmental needs and available funding. Graduate assistants may help teach introductory courses, assist instructors with classroom activities, or contribute to research projects.

Graduate assistants receive a stipend and a designated number of tuition-covered credit hours during their appointment. Assistantships are available to students enrolled in the MSIS program at CMU's main campus in Mount Pleasant, Michigan.

HOW TO APPLY FOR GRADUATE ASSISTANTSHIP

1. Complete a graduate assistantship application through MSIS Blackboard and submit a Letter of Interest and current résumé and any other required materials.
2. The application deadline for Fall graduate assistant positions is April 1 and for Spring is November 1. Graduate assistant positions are not available during the summer.
3. MSIS students are given priority for graduate assistantship appointments within the BIS department.
4. International students must hold F-1 or J-1 visas to be eligible for on-campus employment. Students with other visas or work authorization card should contact the Office of International Affairs.
5. Students currently holding a graduate assistantship position in the BIS department must reapply each semester by submitting an updated résumé and application.
6. Applicants may be required to deliver a presentation on a teaching topic selected by the BIS department. Details regarding the time, date, and location will be provided.

Graduation

TO GRADUATE, A MASTER'S DEGREE STUDENT MUST:

1. Have regular admission to the degree program.
2. File an Authorization of Graduate Degree Program form.
3. Complete a minimum of 36 semester hours of graduate work with an overall GPA of 3.0 or higher.
4. Earn at least a C in each course applied to MSIS.
5. Earn 18 or more hours for the degree in courses at or above the 600 level.
6. Pass the comprehensive exam.
7. Fulfill all requirements of the chosen curriculum and all other university regulations pertaining to the program.
8. Complete all requirements pertinent to Plan B.

WHEN SHOULD I APPLY FOR GRADUATION

Students should submit a graduation application by the semester before their anticipated graduation date. Applications can be submitted through Degree Progress. Applications should be submitted based on the following timeline, however late applicants may be able to graduate.

- October 1st for spring graduation
- February 1st for summer graduation
- April 1st for fall graduation



AUDITS

After a student submits a Graduation Application form, the Registrar's Office conducts an audit of the student's academic record to verify completion of program requirements. Once the audit is completed, both student and advisor will receive notification through Degree Progress. The audit will indicate either that all requirements have been satisfied or that additional requirements remain. If requirements are outstanding, the audit will specify what must be completed prior to graduation. Students who do not complete all requirements by the deadline will receive a "Failure to Complete Requirements for Graduation" notice. This notification indicates that the student will not graduate in the current term and must apply for a future graduation period.

DIPLOMAS

Diplomas are mailed to students about 6 weeks after commencement. If a student needs evidence of degree completion in less than 6 weeks, written verification is available.

Important offices

INTERNATIONAL STUDENTS AND SCHOLARS SERVICES

Ronan Hall 330 | 8 am-5 pm | M-F

Phone: (989) 774-4308 | [Website](#)

The Office of International Students and Scholars Services (ISSS) provides advising services to CMU students and scholars on F1, J-1, and other non-immigrant visas. The office also offers programming and events focused on new student orientation, cultural awareness, and student success.

CMU ONLINE PROGRAM

802 Industrial Drive | 8 am-5 pm | M-F

Phone: (989) 774-4371 | [Website](#)

Online Student Services (OSS) team is dedicated to supporting online learners throughout their academic journey. The team provides a range of services to help students succeed, including:

- Assisting students in selecting a program that aligns with their goals
- Supporting the application and admissions process
- Delivering online orientation and onboarding assistance
- Helping resolve academic and administrative concerns
- Connecting students with relevant CMU resources
- Providing ongoing support throughout the student experience

Each online student is assigned an Assistant Director of Enrollment who serves as a dedicated point of contact. Students may reach out at any time for guidance, support, and assistance.

RESIDENCE LIFE

Ronan Hall 270 | 8 am-5 pm | M-F

Phone: (989) 774-3111 | [Website](#)

The Office of Residence Life includes the following units: Facilities Operations, Care Advocate Program, Central Office in Ronan Hall and Residential Education.

We are committed to providing residents a comfortable, educational, diverse and caring community where academic success, personal growth and social responsibility are valued. Please email us at reslife@cmich.edu if we can be of any assistance regarding your decision to attend CMU or to live on campus.

STUDENT HEALTH SERVICES (FOUST)

Foust Hall 220 | 8 am-5 pm | M-F (Closed for lunch 12pm-1pm)

Phone: (989) 774-6599 | [Website](#)

If you are in need of health care while you are away from home, CMU Student Health Services is here to care for you. Our on-campus clinics are staffed with board-certified health care professionals who can provide the treatment you need. Our staff can also work hand-in-hand with your family doctor or specialist to manage ongoing treatments and services while you are attending CMU.

CMU CAREER DEVELOPMENT CENTER

240 Ronan | 8 am-5 pm | M-F

Phone: (989) 774-3068 | [Website](#)

The Career Development Center assists students in preparing for a career after graduation. It is strongly recommended that students begin preparations such as CV writing no later than 18 months before intended graduation. In other words, if you plan to graduate in May 2028, your CV should be ready no later than November 2026. Translated into the time for graduation from the MSIS Program, begin your career preparations during your first semester. Contact the Career Development Center early for professional advice and help. You should also sign up for the service Handshake. Handshake offers apps for iPhone and Android Phones.

OFFICE OF GRADUATE STUDIES

Foust Hall 251 | 8 am-5 pm | M-F

Phone: (989) 774-1318 | [Website](#)

The Office of Graduate Studies supports and provides assistance in academic matters to all students seeking to continue their education with a graduate or doctorate degree from CMU.

IT HELP DESK

Park Library 101 | 7am-8pm, M-T | 7am-5pm Fri

| 12pm-5pm Sat | 12pm-8pm Sun

Phone: (989) 774-3662 | [Website](#)

The IT Help Desk is staffed by professional and student support personnel who are available to assist with a wide range of technology-related questions and issues. Services include support for campus systems, software, network access, and other technical needs to help students succeed in their academic work.

English proficiency standards for international students

Applicants may be exempt from submitting an English proficiency test if they are from an English-speaking country or meet other qualifying criteria.

The following test scores meet the requirement for regular admission:

- **TOEFL:** 550 (PBT) or 79 (iBT) – School Code: 110
- **IELTS:** 6.5
- **Pearson Test of English (PTE):** 53
- **Duolingo English Test:** 100
- **Michigan English Test (MET):** 52
- **International Baccalaureate (IB):** Score of 5 in Higher Level English
- **Advanced Placement (AP):** Score of 4 in English Language or English Literature
- **GCSE/GCE:** Grade of A or B in English Language
- **SAT:** Evidence-Based Reading and Writing (EBRW) score of 520
- **ACT:** English score of 21
- **ELS Language Center:** Completion of Level 112

Applicants may also meet the requirement through one of the following:

- Graduation from a U.S. high school with at least three years of attendance
- Completion of CMU-approved Oral English (e.g., COM 101) and Writing Competency courses (e.g., ENG 101/103 and ENG 201)
- Completion of a degree (e.g., high school diploma, associate, or bachelor's) at an institution where the language of instruction is English
- Completion of at least 24 graded postsecondary academic credits with a minimum GPA of 2.50 at an institution where English is the language of instruction
- English Language Programs from institutions outside CMU may be considered on an individual basis.

Test scores are valid for two (2) years from the test date. When applicable, CMU will consider superscored results by combining the highest section scores to form a composite score.

ENGLISH LANGUAGE PROFICIENCY TESTING EXEMPTIONS

(List of Exempt Countries)

Anguilla	Malta
Antigua and Barbuda	Mauritius
Australia	Micronesia
Bahamas	Montserrat
Barbados	Namibia
Belize	New Zealand
Bermuda	Nigeria
Botswana	Norfolk Island
British Indian Ocean Territory	Samoa, American
Brunei Darussalam	Samoa, Western
Canada	Sierra Leone
Cayman Islands	Singapore
Christmas Islands	Solomon Islands
Cook Islands	South Africa
Dominica	St. Helena
Ethiopia	St. Kitts and Nevis
Falkland Island	St. Lucia
Fiji	St. Vincent and Grenadines
Gambia	Swaziland
Grenada	Tanzania
Gibraltar	Tonga
Guam	Trinidad and Tobago
Guyana	Uganda
Ireland, Republic of	United Kingdom and Northern Ireland
Jamaica	Vanuatu
Kenya	Virgin Islands, American
Kiribati	Virgin Islands, British
Lesotho	Zambia
Liberia	
Malawi	

Optional Practical Training (OPT)

OPT GENERAL INFORMATION

Optional Practical Training (OPT) is defined as: temporary employment for practical training directly related to the student's major area of study. 8 C.F.R. 214.2(f)(10)(ii).

OPT may be authorized to an F-1 student who has been lawfully enrolled full-time in an academic program for at least one full academic year. Employment must be directly related to the student's field of study and is intended to provide practical, hands-on experience that complements the academic program. Students enrolled in English language training programs are not eligible for OPT.

Types of OPT available to eligible F-1 students include:

- [Pre-Completion Optional Practical Training](#)
 - [Post-Completion Optional Practical Training](#)
 - [24-month STEM OPT Extension](#)
- (The MSIS Program is a STEM Program)**

Although an employment offer is not required to apply for standard OPT, it is expected that a student work during his or her period of employment authorization. Students applying for a 24-month STEM extension are required to have an offer of employment with an E-verify registered employer. Students on Post-Completion OPT may only accumulate a total of 90 days of unemployment.

Source:

Office of International Students and Scholars Services (ISSS)

Tel: (989) 774-4308 | Fax: (989) 774-3690

330 Ronan | Mount Pleasant | Michigan | 48859 | USA

24 MONTH STEM EXTENSION OF OPT

F-1 students who completed a bachelor's, master's, or doctoral degree in a STEM field and are currently engaged in Post-Completion OPT may apply for a 24 Month STEM extension of their OPT if they have a job or job offer from an E-verified employer. [OPT Extension for STEM Students](#)

ELIGIBILITY REQUIREMENTS

F-1 students may be eligible for the 24-month STEM [OPT Extension for STEM Students](#)

OPT extension if they:

- Are currently participating in a 12-month period of approved Post-Completion OPT and apply before their current OPT authorization expires.
- Have completed a bachelor's, master's, or doctoral degree in a Science, Technology, Engineering, or Mathematics (STEM) field as designated by the U.S. Department of Homeland Security.
- Are employed in a position directly related to their field of study.
- Work for, or have accepted employment with, an employer enrolled in the E-Verify program (students should confirm eligibility with the employer's HR department).
- Maintain valid F-1 status by complying with reporting requirements and unemployment limits.

MAINTENANCE OF STATUS REQUIREMENTS

Students must not exceed 90 days of unemployment during the Post-Completion OPT period.

Students must report accurate and up-to-date employment information (job title, employer name and address, and employment status), including any interruptions in employment, to the Office of International Students and Scholars Services (ISSS) or designated international student office.

Curricular Practical Training (CPT)

GENERAL INFORMATION

Curricular Practical Training (CPT) for F-1 students is intended to provide hands-on, practical work experience that is an integral part of a student's academic program and completed prior to graduation. Students must have been in valid F-1 status for at least one academic year to be eligible to apply for CPT.

Students who complete 12 months or more of full-time CPT at a single academic level are not eligible for Optional Practical Training (OPT) at that same academic level. For additional information, students should consult the Office of International Students and Scholars Services.

To be eligible for CPT, students must have a job offer, as employment authorization is employer-specific. In addition, at least one of the following conditions must be met:

- The academic program requires employment in the field of study as a condition of graduation. In this case, CPT does not need to be credit-bearing.
- The academic program offers credit-bearing training opportunities that are an integral, though optional, part of the program of study.

RESOURCES

- [Homeland Security-F-1 Curricular Practical Training](#)
- [USCIS-Practical Training](#)



University / academic alliances



SAP ACADEMIC ALLIANCE PROGRAM

In 1997, the decision was made to introduce business students to Enterprise Resource Planning using SAP. The goal was to give students a better understanding of the integration across the functional areas of business and enhance their value with future employers. CMU continues to be a world leader in the SAP University Alliance Program. We have been recognized by SAP as an elite program among 3,500 other universities around the globe. [SAP Academic Alliances](#)



THE DOW CHEMICAL SAP AWARD OF EXCELLENCE

The Dow Chemical SAP Award of Excellence has been sponsored by the Dow Chemical Company since 1998. For each semester, three scholarships have been awarded to students for outstanding achievement in an Information Systems course supported by SAP. Each student receives a \$750 scholarship. To date 169 students have received scholarships. The awards and scholarships are presented at a formal luncheon near the end of each semester. [DOW SAP Award of Excellence](#)

ERPSIM COMPETITION

The ERPSim competition is a simulation that provides students the opportunity to run a business using a live enterprise resource planning system. It is a game of analytics and strategy where teams compete to make the best business decisions to maximize corporate valuation. Using SAP Software and business acumen, student teams, assisted by corporate mentors work to execute a winning business strategy by integrating diverse functional responsibilities within the enterprise resource planning architecture. Click [here](#) for more.



University / academic alliances

SAP ACADEMIC ALLIANCE PROGRAM - CORPORATE CONNECTIONS

Each year the SAP Next-Gen University Alliance program and the SAP Student User Group work together to schedule various company visits. These visits are conducted to give our students the opportunity to see a variety of business processes/operations and to promote our program. The premise of the visits is to have the companies share with students their best practices and lessons learned from their implementations. It also provides an opportunity for CMU students to present to corporate partners the knowledge and skills they have acquired through their coursework and SAP Next-Gen projects.

This past year, we had companies in person (Auto Owners, Dow, PwC, and Stryker) and used WebEx to virtually connect several companies (3M, Deloitte, Ford, Infosys, and Microsoft) with students. Click [here](#) for more.



Celonis Academic Alliance Program



CMU HOSTS CELONIS FOR INAUGURAL PROCESS MINING CASE COMPETITION

Celonis is a German process mining company that holds more than 60% of the global market. It has certified CMU a Celonis Academic Center of Excellence one of only four in the nation and 14 worldwide. CMU shares this honor with elite schools such as the London School of Economics, Brigham Young University, Arizona State University, and RWTH Aachen University-Germany CMU is working to include process mining in curriculum and conducting further research on the topic in conjunction with Celonis and their customers, many of them Fortune 500 firms. We aim to institutionalize the culture of data literacy, process transparency, and efficiency as the world deal with mountains of data. This initiative prepares our students for innovative jobs and lead the digital age.

The event was judged and attended by representatives from Dow Chemical Company, PricewaterhouseCoopers (PwC), InfoSys, and Celonis.



Data Visualization Competition at CMU

The CMU Data Visualization Competition recognizes outstanding student projects developed with data visualization and analytics tools using real-world datasets. Since its launch in Fall 2024, the competition has expanded from a BIS departmental event into a college-wide initiative. By transforming complex data into insightful dashboards and compelling analytical stories, students strengthen their technical, business, and communication skills while learning to identify meaningful patterns and explain their implications to both technical and nontechnical audiences. A distinctive strength of the competition is its close connection with industry. Judges and professionals from leading companies, including Dow and HP, evaluate student projects, provide practical feedback, and share how data visualization and analytics are applied in real organizational settings. These interactions enable students to learn directly from experienced professionals, understand employer expectations, explore career paths, and build valuable professional networks that may support future internship and employment opportunities. By presenting and defending their work before faculty members, peers, and industry experts, students also build confidence and develop portfolio-quality projects that demonstrate their ability to translate data into actionable business insights. The competition reflects the broader strengths of CMU's MSIS program by combining technical learning, experiential education, industry engagement, professional networking, and preparation for careers in an increasingly global and data-driven economy.



Popular places on campus

BOVEE UNIVERSITY CENTER

The Bovee University Center is located in the center of campus, which makes it a popular gathering place for students, faculty and staff. The Center provides the University community opportunities for involvement in group discussions, meetings, conferences, informal conversations, and social activities, with meeting and conference rooms and catering services available. A variety of entertainment and special events are sponsored in the University Center throughout the year, making it an exciting place to be.

Services and offices that are located at the Bovee University Center include the Campus Information desk, Student Service Court, the CentralCard Office, the Office of Student Activities and Involvement, Student Employment Services, the Mary Ellen Bran dell Volunteer Cen ter, Civil Rights and Institutional Equity, and the Center for Inclusion and Diversi ty. First Impressions (free attire for CMU students) is also located in the UC. The Student Government Association, Program Board and many other student organizations are housed there as well.



ONE CENTRAL

OneCentral exists to provide excellent service to our A by bringing together the services of the Office of Scholarships and Financial Aid, Student Account Services and University Billing, and the Registrars Office all in one location

CENTRAL CARD

Central card services include central mobile ID, central ID card, lost ID card or Mobile devices, Replacement ID card, Temporary ID card and ID card Misuse.

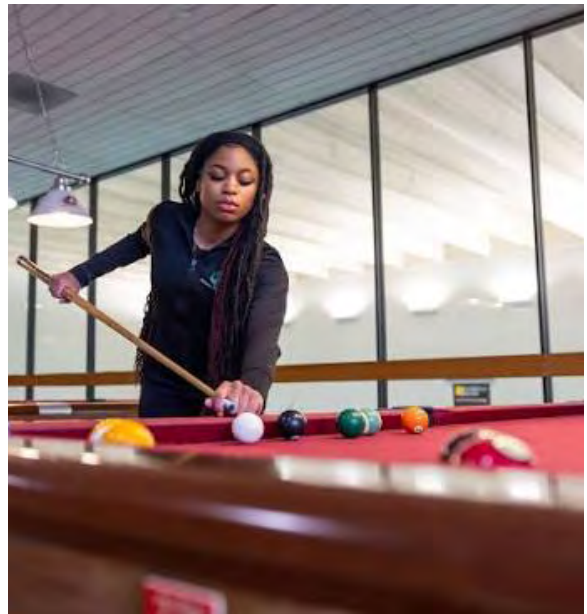
FIRST IMPRESSIONS

First Impressions provides Central Michigan University students with free professional attire for interviews, job fairs, and other professional events.

The CMU Student Activity Center (SAC) and Outdoor Sports Complex

The Student Activity Center, or SAC, is the place to get active and get involved. Whether you'd like to take a dip in our state-of-the-art aquatic center or burn some energy in our 12,000 square-foot fitness center, the SAC is where you can move.

Students and community members use the SAC for a wide variety of activities including aquatics, group fitness, personal training, jogging, billiards, indoor soccer, archery, table tennis, badminton, tennis, floor hockey, dancing and leisure activities.



The Park Library

The University Library and the Clarke Historical Library are both located in the Park Library building on CMU's main campus in Mount Pleasant. Renovated in 2002, the magnificent building houses physical collections including books, periodicals, government documents, microforms, maps and videos. Users may access the Libraries' online collections on- or off-campus, including at one of 300+ public computers in the Park Library.

Also located in the park library is the Writing Center. The Writing Center is a free resource providing assistance with any writing, at any level, from any discipline. The Writing Center is open to all current students, faculty, and staff.



The University Library



Clarke Historical Library

SOME SERVICES IN THE LIBRARY

- Adobe Digital Lounge
- Event and meeting spaces
- Study spaces
- Graduate Student Services
- Scholarly Communication Services
- Borrow and renew