

**Master of Science in
Mathematical Finance and Financial Technology**

Class of January 2024 Handbook
July 20th, 2022

This Handbook describes the policies and procedures for the MSc in Mathematical Finance & Financial Technology (MSMFT) students.

Students are expected to be familiar with the policies and procedures.

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Important Dates for the Class of 2024

Students are required to be on campus from August 15 to 26, 2022 to attend the Mathematics & Statistics review course MF600, and career sessions.

Students are required to complete the online Python computing review course MF602 before August 15, 2022.

Students are required to be on campus on August 29, 2022 to August 31, 2022 to attend LAUNCH, the MSMFT orientation program.

Regular classes start on September 6, 2022.

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MSFMT CURRICULUM

Required Preparatory Courses

MF 600 Preparatory Mathematics and Statistics Review

This reviews the mathematics and statistics tools required for financial engineering. A test will be administered in the end to inform students readiness.

MF 602 Python Programming Review

An online synchronous Python course that reviews the fundamentals of Python programming required for the MSFMT program, together with finance applications.

Required Core Courses

MSFMT candidates must complete the following core courses:

- MF 610 Mathematical Finance Career Management.
This 3-credit course has mandatory attendance and deliverables, 1-credit per semester during each of the three semesters. This course is letter graded. See details below

These required 3-credit courses constitute the first Fall semester.

- MF 702 Fundamentals of Finance*
- MF 703 Programming for Mathematical Finance
- MF 793 Statistics for Mathematical Finance
- MF 790 Stochastic Calculus **

* With permission of the Executive director and the instructor, students interested in academic research can take the doctoral seminar in Finance FE 918, instead of MF 702. Students wanting to take PhD courses in the subsequent semesters must earn at least a B+ in FE 918 and a GPA of a 3.3 for Fall 2022. Students who do not meet these requirements will not be permitted to take further PhD courses. FE 918 is equivalent to MF 702, for graduation purposes.

** MF 795 will not be offered in Fall 2022.

In addition, MF 728 Fixed Income, taught in the second semester, Spring 2023, is very strongly recommended for anybody going into the Finance industry.

Required Financial Technology Elective Course

MSMFT Candidates must complete at least **one** course from the following Financial Technology electives:

- MF740 Economics of Fintech
- MF810 Advanced Programming for Finance: Data Structure and Algorithms
- MF815 Advanced Machine Learning Applications for Finance
- MF821 Algorithmic and High-Frequency Trading
- MF840 Financial Econometrics and Data Analytics

Required Summer Industry/ Project Course MF650

During the summer semester, all students are enrolled in the Pass / Fail zero-credit summer course, MF650. They must complete it with a P (Pass) to be able to graduate.

Although the course is zero credit, students cannot graduate if they do not pass the course.

The requirements for passing the course MF650 include one of the following:

- Securing and completing a paid internship engagement with an employer in the financial services (or closely related) sector, in the US or abroad.
- Successful completion of an unpaid internship or project sponsored by an employer in the financial services (or closely related) sector in the US or abroad.
- Successful completion of a research project supervised by BU faculty.
- Successful completion of one or more academic graduate summer courses amounting to a minimum of 3 credits. The course must be approved by the Executive Director.
- Successful completion of a component of a professional credential, e.g., CFA (I, II or III), FRM, CPA, PRM. It must be financial; computer credentials do not count.

In each case, approval from the Executive Director is required to comply with the requirements for MF650, no later than June 15th, 2023.

Working in the USA, even for a foreign company remotely, requires the approval of a CPT form which takes about 10 days. Information about this will be given at launch.

The relevant summer project supervisors, e.g., industry and faculty, will report to determine if students “successfully” participated in their internship or project, leading to a Pass or Fail grade. Students will need to write a report on their summer activity in order to pass the MF650 course.

Optional Fourth Semester – Graduate Advanced Certificate

MSMFT students may elect to complete an additional semester of 4 courses in Spring 2024. They will receive the **Graduate Certificate in Advanced Financial Technology (GCAFT)** in addition to the MSMFT degree.

To earn the Graduate Advanced Certificate, students

- Must complete 4 courses (12 credits) in addition to the 39 credits required for the MSMFT to obtain both degrees.
- Must complete at least four approved Financial Technology courses over their four semesters at Questrom.
- Must not be on probation (GPA below 2.7), see probation below.

Students apply for the fourth semester during their second Fall semester (Fall 2023). The Executive Director conducts information sessions and one-one-one advising sessions for course choice. Students are invited to discuss their strategy with the Executive Director at any time.

With the advice of the Executive Director, students construct their 4th semester curriculum to include courses outside the MF curriculum as well as outside Questrom, for example in Computer Science, Mathematics and Statistics, Economics, etc....

Historic MSMFT Concentrations

The historic concentrations date from 2015 and were never mandatory. They served in the past as guidelines for the students when the program departed from a single-track all-mandatory courses, to add a number of electives. For memory, the historic concentration names were

- AM Asset Management
- FT Financial Technology
- QA Quantitative Analytics
- RM Risk Management
- RA Research and Analytics

As the program continued to add electives, e.g., financial technology courses in 2019, the usefulness of the concentrations waned. They could even be confusing and risked putting the students in “ruts” for the purpose of career search. For example, everybody is quantitative and does analytics. All portfolio managers are also risk managers. Many students choose to go into portfolio management with a strong toolkit in Financial Technology. Financial Technology permeates every subspace of quantitative finance. Many asset managers are also Fin. Tech. experts!

Nowadays, students typically take courses covering several of the areas covered by these concentration names, then apply for a variety of jobs not well defined by each specific concentration name. Students who want to know more about the historic concentrations are welcome to discuss with the Executive Director.

List of courses for Fall 2022 – Spring 2024

The curriculum, beyond the above core courses, has a set of electives. Some electives constitute natural sequences with mandatory prerequisites. During the first Fall semester (Fall 2022), the Executive Director conducts information sessions and individual advising about the electives. Student can discuss their course choice at any time with the Executive Director.

Here is the list of courses planned for the next semesters that are relevant for the Class of 2024, as of July 2022. This list may be subject to modifications.

Fall 2022	
MF702	Fundamentals of Finance
MF703	Programming for Quant. Finance
MF790	Stochastic Calculus
MF793	Statistics for Quant. Finance
FE918*	<i>Doctoral Seminar in Finance (PhD course)</i>
Spring 2023	
MF728**	Fixed Income Securities (very strongly recommended)
MF796	Computational Methods
MF810	Advanced Programming for Finance: Data Structures and Algorithms
MF815	Advanced Machine Learning for Finance
MF821	Algorithmic and High-Frequency Trading
MF825**	Portfolio Theory 1
MF840**	Financial Econometrics
FE920*	<i>Advanced Capital Markets (PhD course)</i>
MF921*	<i>Advanced Topics in Asset Pricing (PhD course)</i>
Fall 2023	
MF730**	Portfolio Theory 2
MF731	Corporate Risk Management
MF740	Economics of FinTech
MF770	Advanced Derivatives
MF772**	Credit Risk
MF850**	Advanced Computational Methods
AC860	Accounting for Risk and Portfolio Management
Spring 2024 (Optional 4th semester + GCAFT, 4 courses)	
MFxxx	Any MSMFT elective course (see Spring 2023 for MSMFT spring courses)
CAS/ENG/FE/MA	Any BU graduate elective course (subject to approval by Executive Director)

* 900 level courses are PhD courses requiring the Executive Director's approval

** MF840 is a co-requisite for MF825, MF825 is prerequisite for MF730, MF796 is prerequisite for MF850, MF728 is prerequisite for MF772. No exceptions will be made to the prerequisites.

MF 610: Mathematical Finance Career Management

The mandatory MF 610 course prepares students for the global quant. finance job market. Students must register for 3 semesters for a total of 3 credits (1 credit per semester). Students are graded on a letter grade scale at the end of each semester.

Attendance is **mandatory** at all scheduled events and classes. A number of deliverables and assignments are also mandatory and must be completed before the posted deadlines. Grading will be based upon the students' successful completion of the course components which include but are not limited to:

- Mandatory attendance at all career activity sessions during the summer session and LAUNCH
- Completion of an approved resume within the specified deadline
- Attendance at the Quantitative Interview Questions bootcamp (first two weekends in Spring 23)
- Quality of performance in the summer course and summer report.

*During the weeks preceding Aug 15th, students write and edit their resume following the guidelines provided by the career TEAM, until it is finally approved by the career TEAM.

MF 610 weekly class

The weekly class is scheduled on Fridays over the duration of the MSMFT program. Classes cover the skills required in the job search process, including: resume and cover letter preparation, networking, employment search, interviewing skills (HR vs quantitative interview), salary negotiation. Classes also include industry presentation.

Quant Interview Bootcamp

- This intensive two-weekend program prepares students for the types of questions they will likely encounter during a quant. interview.
- It takes place on the first two weekends of the Spring semester.
- Attendance through the entire bootcamp is utterly mandatory.

Visiting Speaker Series

The weekly class also includes seminars delivered by industry leaders who present their company's activity and the subspace of quantitative finance within which they operate. Nearly all these industry speakers are potential employers who know our program very well.

Additional Events

There may be additional events outside of this schedule. It will be clearly indicated if they are mandatory.

Taking Additional courses during the academic year

The flat, per-semester tuition for full-time students covers 12 -18 credit hours per semester.

The curriculum and courses are subject to change as recommended by faculty, deans, and administrators of Questrom School of Business.

Students are not allowed to take more than 4 courses during their first semester. For the second and third semester, students wishing to take an extra course can apply to the Executive Director. Students with an outstanding GPA may be allowed to take an extra course depending on its nature.

Electives outside the program

- Electives outside the program are only allowed during the fourth semester.
- Students wishing to take a course that is not specified as an elective in the program may consult with the Executive Director.
- In exceptional circumstances, the Executive Director may allow to take a non MSMFT course for an MSMFT elective.
- Choosing non-program electives is however common for fourth semester students.

ACADEMIC POLICIES & PROCEDURES

Academic Advising

The Questrom School of Business is committed to providing academic advising to all MSMFT students to complete degree requirements successfully and to achieve the maximum benefit from the MSMFT program.

Grading System

Most credit courses at Questrom are graded on a letter scale according to the following criteria:

Level	Grade	Honor Points/Credit
Superior Performance	A	4.0
	A-	3.7
	B+	3.3
	B	3.0
	B-	2.7
	C+	2.3
	C	2.0
Lowest Grade Acceptable for Credit	C-	1.7
Failing Grade	F	0.0

Continuing: "J"

Registration in the same or continuing course is necessary to complete requirements.

Incomplete: "I"

A grade of "I" indicates that course requirements, such as a final exam or written course work, have not been completed by the end of the semester. An "I" grade is given at the instructor's discretion. The student must arrange with the instructor to complete the remaining requirements no later than the end of the following semester by completing an incomplete contract with the instructor. When the work is completed, the instructor will determine the final grade. Students who receive an "I" in a required course cannot continue in the program unless the "I" is resolved before the start of the next semester or the student has received written approval from the Faculty Director.

If work is not completed and a final grade is not submitted within one full academic semester of when the "I" was issued, the "I" will be converted into an "F" grade. In extenuating circumstances, a student may petition for an extension of the time limit to complete the work. The instructor who gave the "I" grade must endorse the written petition, which must then be submitted to the academic advisor. Students with incomplete grades in required courses are not eligible to be inducted into Beta Gamma Sigma, the national business honor society.

An "I" grade has no honor points; therefore, it is not calculated into the cumulative GPA (CGPA). When the professor reassigns the grade once the student completes the work, or when the Master's & PhD Center Assistant Registrar converts the "I" to an "F" following the procedures outlined above, the grade for the course is then included in the computation of the GPA. Students with one or more "I" grades on their transcripts are not permitted to graduate.

Withdrawal: "W"

A grade of "W" in a course indicates that the course was dropped after the semester deadline to drop a class without a "W." A student who withdraws from a course forfeits the right to complete the course in that semester and to receive a grade. Due to course pre-requisites and the sequenced nature of the program students who receive a "W" in a required course cannot continue in the program until the course is completed successfully or the student has received written approval from the Executive Director to move forward. Students may not graduate until all required courses are completed successfully. Students are charged full tuition for "W" grades.

Failure: "F"

A grade of "F" indicates failure to pass. A student who earns a grade of "F" in a required course must repeat that course with a passing grade. In general, an F may lead to withdrawal from the program; see the section "Academic withdrawal" for specifics.

If that same course is repeated, both the "F" and the subsequent grade remain on the student's permanent record, and both grades are included in the calculation of the cumulative grade point average (GPA). Students may not graduate until the required number of courses are completed successfully.

Retaking Courses

Mathematical Finance students cannot retake a course that has been successfully completed in order to improve their grade performance and/or GPA. Students cannot audit a class first and then retake it for credit.

Courses in which a grade of "F" or "W" has been received can be retaken, because "F" and "W" grades cannot be used to satisfy degree requirements.

Due to the sequential nature and short duration of the program, it may simply not be possible for students to retake a course before their anticipated graduation.

Policy on Grade Grievances for Graduate Students in Questrom School of Business

Grading is the prerogative of the faculty and is based upon a student's performance against a clearly articulated set of assignments, expectations, and standards.

Arbitrary grades are defined as those:

assigned to a student on some basis other than performance in the course; or,
assigned to a student by resorting to unreasonable standards different from those which were applied to other students in that course or section of the course; or,
assigned to a student on the basis of criteria that are a substantial, unreasonable, and unannounced departure from the instructor's previously articulated standards.

Issues that do not meet one or more of these criteria of arbitrariness are not appropriate bases for a grade appeal under this policy. Only final course grades may be formally appealed. Grades that are the result of academic misconduct are not appealable. All grievances must be made in a timely manner within six weeks of the official posting of the grade.

Before filing a formal appeal, a student is urged to resolve any grievance informally by meeting with the instructor responsible for the grading of the course to discuss the student's concerns. The student is responsible for bringing copies of all relevant information to the meeting (i.e., course syllabus, assignment sheet, graded work). The student should be prepared to show evidence of arbitrary grading. The instructor is expected to discuss the student's concerns and explain how the grade was determined.

If the student and the instructor are unable to arrive at a mutually agreeable solution, the student may file a formal appeal with the Faculty Director and Executive Director. The written appeal must detail the basis for the allegations of arbitrary grading and present adequate evidence to support the allegation. The Faculty Director or the Executive Director may seek to informally resolve the matter between the instructor and student or determine a resolution after a review of all materials.

If the student wishes to appeal the decision of the Faculty Director and the Executive Director, they may do so to the Department Chair, who will render a final decision.

Grade Verification

Federal Law prohibits staff members from disclosing grades over the phone. Students may access grades in one of the following ways.

1. Students may obtain an unofficial or official copy of their grades/transcript by logging on to the Boston University Student Link www.bu.edu/studentlink, click on Academics, then on Transcript Preview and Ordering.
2. Students may request a grade mailer in person at the Office of the University Registrar.

Academic Honors for MS in Mathematical Finance and Financial Technology students

Honors will be awarded to students with a GPA of 3.55 or higher. High Honors will be awarded to students with a GPA of 3.70 or higher.

The highest achieving Mathematical Finance students are eligible for induction into Beta Gamma Sigma International Honor Society. Selection for Beta Gamma Sigma is made on the basis of cumulative GPA, once students have completed their MSMFT degree.

A student with an "I" grade in a required course is not eligible for Beta Gamma Sigma. The Beta Gamma Sigma ceremony is held in the spring semester, after the January graduation date. Attendance at the ceremony is optional and is not necessary in order to join Beta Gamma Sigma. Additional information on Beta Gamma Sigma can be obtain in the Master's & PhD Center

Academic Performance Review, Academic Probation & Academic Withdrawal

To be in good academic standing, MSMFT students must maintain a cumulative grade point average (CGPA) of 2.70 or greater **and** have no F grades, at the end of every semester. Grades for courses that are not part of the MSMFT curriculum and have not been approved by the Executive Director to satisfy MSMFT graduation requirements, will not be included in the CGPA calculation to determine academic standing.

The MSMFT Program Development Committee (PDC) has final responsibility for decisions regarding academic performance. The committee determines whether students who are not in good academic standing will be permitted to stay in the program, and if so, what specific steps must be taken to regain good standing. A PDC decision for permanent academic withdrawal is final and no appeals to the PDC beyond the Student Statement (described below) are allowed.

After the first semester of (12 credits attempted, excluding MF 610), MSMFT students with a CGPA less than 2.30 will be withdrawn from the program. Students with a CGPA between 2.3 and 2.69 and/or a grade of "F" in one or more courses will be referred to the PDC. The PDC may rule to withdraw the students from the program or give them a written warning with instructions for remediation.

After the first two semesters (24 credits attempted, excluding MF 610), students with a CGPA below 2.30 are automatically withdrawn from the program. Students with a CGPA between 2.3 and 2.69 and/or a grade of "F" in one or more second semester courses will be referred to the PDC. The PDC may rule to withdraw the students from the program or give them a written warning with instructions for remediation.

Students will be informed of their academic standing via BU email prior to the start of the subsequent semester. All students who are not in good academic standing must meet with a Master's & PhD Center academic advisor (in person or by telephone or video) within 48 hours of receipt of this communication.

Students can choose to submit a statement of explanation; to be acceptable it must be received by the Master's and PhD center within 72 hours of performance notification. The Student Statement is voluntary, though it is strongly encouraged, as it is the sole opportunity for student input into the PDC decisions. The statement should be prepared by the student without assistance. It is the student's responsibility to be aware of this 72-hour time constraint between notice and action, and to plan accordingly.

After all program requirements are complete, students must have a CGPA of 2.70 or higher to graduate. They may not take additional credits beyond the semester in which all degree requirements have been completed to improve the CGPA, or restart enrollment. Students may also not withdraw and re-enroll at a later date.

At its sole discretion, in exceptional cases, the PDC may allow students to supplement course work in the subsequent semester. If this is completed to a satisfactory standard, students will be permitted to graduate. Instead, the PDC may decide to dismiss students with CGPAs that do not conform to the graduating standard.

A CGPA below 2.70 affects a student's eligibility for ongoing financial aid including scholarships and loans. Students must maintain a 2.70 CGPA minimum, to be eligible to continued Federal Stafford Loan funding and private educational loan funding, as well as previously awarded Questrom financial aid.

Students withdrawn from the program by decision of the PDC cannot later reapply to the program.

Academic Conduct

Students are required to adhere to the Questrom School of Business Academic Conduct Code while matriculated in the MS in Mathematical Finance and Financial Technology Program. Student who fail to do so will be brought before the Academic Conduct Committee, as outlined in the Academic Conduct Code, for appropriate action. The committee may, at its discretion, suspend or expel students from the University.

Course Information

Course Identification

Courses are identified with a combination of numbers and letters

<i>Example Only (do not use for course registration):</i>							
School	Course Section	Title	Credits	Day/Time	Instructor	Room	Notes
QST	MF728 A1	Fixed Income	3	T/R 2-3:30	Jones	HAR 322	Reserved for MSMFT

School or College

On Student Link, the course number is preceded by a school or college designation. All graduate level courses at Questrom are represented by 'QST.'

Course Number

MF denotes MFMFT courses. A specific course is identified by a 3-digit number. Graduate level courses have numbers in the 700s and 800s. Course numbers in the 900s are doctoral level and are not available to MS in Mathematical Finance students, unless allowed by the Executive Director.

Credits & Course Sequencing

All Mathematical Finance courses are 3-credit courses. There are a number of elective courses available. See the curriculum grid on page 4 for elective opportunities and *Choosing Electives* on Page 13 for the approval process required.

Students should not register for additional academic courses without the written approval of the Executive Director.

Pre-assignments

Professors teaching certain courses may require pre-assignments, which are to be completed before the class meets for the first time. Pre-assignments are available in the Questrom Copy Center prior to the first day of classes.

Evaluation of Instructors & Courses

During the last two weeks of each semester, students are asked to evaluate courses and instructors using an online evaluation form. The professor is not in the classroom when the evaluations are administered. Evaluation results are not made public or available to the instructor until final grades are posted. Copies of the summaries can later be requested for student use from the Master's & PhD Center.

Attendance Policy

Class attendance is mandatory. It is a critical part of graduate education and absences will adversely affect grades. Attendance will be verified regularly.

Full-time Status

Individuals who register for 12 or more credits are considered full-time students by the University and are charged a flat full-time tuition rate during the academic year, which covers 12 to 18 credits. International students are required to be enrolled full-time each semester of the academic year (fall/spring).

Working during the Program

Working during the first and second semesters of the MSMFT program is strongly discouraged. Further, it is typically not allowed for foreign students on an F1 visa. The MSMFT curriculum is very demanding. Students are expected to be entirely committed to the program.

Students may work on a part-time basis during the final fall semester. Hours of work are not to exceed 20 hours per week without the explicit approval of the Executive Director. A typical situation is of a student extending their summer internship to a part time function in the Fall. This is recommended.

For any questions regarding work, please contact the Assistant Director.

Registration

Unless explicitly asked to do so, students do not register themselves for courses, the Assistant Director registers the students.

The Assistant Director registers MSMFT students for the first semester required courses.

During the first semester students fill a form specifying their desired choice for the second semester.

The Assistant Director then registers the students. Students may change course selection prior to the add/drop date in the spring semester.

The same process repeats for third semester course selection.

Prior to the registration period, the Executive Directors holds information sessions about the course choices. Students are strongly advised to ask any question they may have about their course choice, during the information sessions or in one-on-one advising appointments.

Students may not take academic courses in excess of the 12 credits specified in the MSMFT curriculum in any semester without the approval of the Executive Director.

Students must maintain the compliance status otherwise their registration will be blocked. Students can check registration and update compliance status using the Student Link website <http://www.bu.edu/student-link>. The Assistant Director is available year-round for procedural questions about the registration process.

Dropping a Course

Students may consult with the Director and ask to drop courses until the end of the drop period. A course dropped by the drop deadline will not appear on the student's record. Courses dropped after the drop deadline will be indicated on the transcript with a "W" grade, and the student will be charged for the course. Courses may not be dropped later than ten full weeks after the start of the semester.

Since the MSMFT program courses are sequenced any student considering dropping a required course must meet with the Director. Dropping a required course delays graduation as Students may not advance in the program until the dropped course is completed successfully.

Students wishing to drop all their courses during an academic year semester must contact the Assistant Director and will be asked to complete a Leave of Absence/Withdrawal form. Signed and dated written requests to drop all courses can also be mailed or faxed (617-353-9498) to the Grad Center. Students should confirm by phone whether their mailed or faxed request has been received. The effective date that the courses are dropped will be the date that the student completes the Leave of Absence/Withdrawal form. Refunds are determined as follows for fall and spring semesters:

Date	Amount
Prior to First Day of Classes	100% Tuition and Fees
First Two Weeks of Classes	80% Tuition
Third Week of Classes	60% Tuition
Fourth Week of Classes	40% Tuition
Fifth Week of Classes	20% Tuition
After the Fifth Week of Classes	0% Tuition

Leave of Absence

Students seeking a temporary leave of absence from the program (by not taking any classes in a fall or spring semester), must contact the Assistant or the Executive Director to complete the Withdrawal/Leave of Absence Form. If a student is unable to meet, can mail or fax a **signed and dated** request for the leave of absence to the Master's & PhD Center, which will be effective on the date that the Program receives the form. If a student has submitted the Withdrawal/Leave of Absence form or signed request for a leave of absence prior to the start of a semester for which he or she had previously registered, the charges for that semester will be canceled. If the semester has already started, the student may be entitled to a partial refund.

Students on a leave of absence should notify the Assistant Director at least 4 weeks prior to resuming their studies in a given semester. Students should also contact the Assistant Director if they decide not to return to the Program.

A leave of absence does not extend the timeframe for making up outstanding coursework related to an incomplete grade. A leave of absence cannot extend beyond four semesters and does **not** extend the six-year time limit for degree completion. If students do not return after four semesters, they will be withdrawn from the program.

Leave of Absence for Medical Reasons

University policy requires that a student "seeking to re-enroll after a medical leave must demonstrate to the University that the student's health permits the successful completion of studies." This link [BU Health Services Medical Leave Form](#) outlines the information students must provide to the University prior to re-enrolling and the timeline for submitting the required documentation.

Withdrawal from the program

Voluntary Withdrawal

A student who wishes to withdraw from the Mathematical Finance and Financial Technology Program must meet with the Assistant Director to complete the Withdrawal/Leave of Absence Form. If a student is unable to meet with the Director s/he can mail or fax a signed and dated request for withdrawal to the Master's & PhD Center, which will be effective on the date that the Master's & PhD Center receives the form. If a student has submitted the Withdrawal/Leave of Absence form or signed request for withdrawal prior to the start of a semester for which s/he had previously registered, the charges for that semester will be canceled. If the semester has already started, the student may be entitled to a partial refund.

Withdrawal for Non-Payment

Students who have not settled their student account by the fifth week of classes during the semester, or by the first week of summer sessions, will have a hold placed on their account and may be withdrawn for non-payment by the Comptroller's Office. Students who wish to settle their account in order to be officially registered must do so through Student Accounting Services (www.bu.edu/comp/saweb).

Withdrawal for Inappropriate Student Behavior Including Academic Misconduct

While matriculated in the Program, all students are expected to exhibit appropriate behavior. Any student who exhibits behavior that violates the rights of others and/or the standards of academic life will be brought before the Questrom Academic Conduct Committee, as outlined in the Academic Conduct Code, or the University's Office of Judicial Affairs, as outlined in the University's Code of Student Responsibilities, for appropriate action. Students may be suspended or expelled at the discretion of the Committee.

Course Substitutions and Transfer Credit

Course Substitutions & Waivers

Students may have the opportunity to select one or more elective courses in a particular semester as per the MSMFT curriculum on page 3. Any course selection that is not strictly consistent with the curriculum must be approved by the Executive Director. Approval will only be granted in exceptional circumstances. To request permission for non-conforming course selection, students must complete the Graduate Elective Request Form found on the Grad Center website. The form must be submitted to the Executive Director before the first day classes of the relevant semester.

Additional Courses

Subject to the approval of the Executive Director, students who achieve and maintain an exceptional GPA (typically 3.7 or better) may be permitted to register for one additional course in each of the second and third semesters. This course may be a course in the MSMFT curriculum, or a course in a suitably related discipline, e.g., computer science, economics, statistics.

Transfer of Credit

Students cannot transfer credit towards the MS in Mathematical Finance & Financial Technology degree and credit requirements. Students must complete 39 credits in residence at Questrom.

In order to have the MS in Mathematical Finance and Financial Technology degree conferred, students are required to meet their residency requirements as described in the following chart:

Degree Program	Total Credits Required	Credits That Must be Taken in Residency at Questrom
MS in Mathematical Finance & Financial Technology	39	39

Formal Complaints

Any student dissatisfied with a policy or procedure in the Mathematical Finance and Financial Technology program may issue a formal complaint through a personal meeting, via email or written memo. The initial recipient may be a faculty member, the Assistant Director, the Executive or Faculty Directors. The initial complaint should then be referred to the Director of Special Programs and Initiatives in the Grad Center within 48 hours. The Executive Director will immediately contact the complainant to hear the concerns first-hand and clarify details. The Executive Director will call a meeting with the appropriate parties with power for resolution i.e. Assistant Dean, Associate Dean, or faculty member. Within a week, an outcome should be reached, and the student informed about resolution of concerns, if any are possible.

Student Records and Transcripts

Official Student Records

Official records of Mathematical Finance students are kept in the Master's & PhD Center, where the electronic files are accessible only to the student, appropriate faculty, members of the respective Program Development Committee (PDC), and authorized members of the Questrom staff. Access to the student record by any individual, other than those previously mentioned, requires the written consent of the student.

Student Access to Student Records

To inspect education records, a student must submit an Access Form identifying the records to be inspected to the appropriate University official. The form is available on the Master's & PhD Center's website and should be submitted to J.P. Matychak, Associate Dean of Student Experience at the Questrom School of Business. The Form is also available in Office of the University Registrar.

Requests to access records will receive a response within forty-five days of submission. A University official will arrange for access and will notify the student of the time and place where the records may be inspected. The University may charge a fee for copies of requested education records

Transcripts

Unofficial transcripts may be requested in person from the Transcript Office at the Office of the University Registrar, 881 Commonwealth Avenue, 2nd floor. Transcripts may also be obtained via the Student Link (<http://www.bu.edu/studentlink>).

Official transcripts, which bear the seal of the University, may be requested from the Transcript Office at the Office of the University Registrar, 881 Commonwealth Avenue, 2nd floor, for a minimal fee. Requests must be made in writing or in person; telephone requests will not be accepted. Transcripts may be mailed express delivery for an additional charge. Official transcripts may also be requested via the Student Link <http://www.bu.edu/studentlink>. Please call the Transcript Office (617-353-3616) for more information or view their website: <http://www.bu.edu/reg/grades/index.html>

Diplomas

The Diploma Office at the Office of the University Registrar prepares diplomas. Students use the Diploma and Graduation Information option on the Student Link (<http://www.bu.edu/studentlink>) in order to confirm the name to appear on the diploma and how they wish to pick up their diploma. Students who do not plan to attend the May Questrom Commencement ceremony must indicate where they want their diploma sent or if they wish to pick it up at the Diploma Office. Diplomas are mailed approximately 8 weeks after graduation.

Graduation and Degree Completion

Degree Completion

To qualify for the MS in Mathematical Finance & Financial Technology degree, students must: Complete all required courses, as well as qualifying concentration and elective courses for a total of 39 credits. At least 39 credits must be completed at the Boston University Questrom School of Business. Note that 0-credit Curricular Practical Training (CPT) courses for international students cannot be used to satisfy degree requirements. PDP (physical education) courses also cannot be used to satisfy degree requirements. Students must all have a cumulative GPA of at least 2.70 and have no "I" grades or no "MG" grades in courses used for degree completion

Time Limit for Degree Completion

The time limit for completion of degree requirements is six years from the date the student matriculated in the MSMFT Program. Leaves of absence do not extend the six- year time limit for completion. A student may petition for an extension of the time limit for a valid reason. A letter of petition must be submitted to the Assistant Dean of Graduate Programs. This letter must state the reason for the request, the proposed graduation date, and the specific plan of study, including a detailed map of specific courses and when they will be taken, to complete all degree requirements.

Students who do not graduate within the six-year time limit must petition for extension of the time limit or face withdrawal from the program.

Applying for Graduation

All Students must file an online Application for Graduation with the Master's & PhD Center prior to the completion of their degree requirements. MSMFT Assistant Director will email a graduation application form with a specific deadline. Upon receipt of the graduation application, an academic advisor reviews the student's record to confirm anticipated completion of degree requirements. The advisor will contact the student if there are any questions about his/her academic record or send the student an e-mail confirming his/her tentative graduation status. Students will be graduated at the end of the semester in which they have completed their degree requirements.

Graduation Dates

Boston University awards degrees three times during the year, depending upon when degree requirements have been completed.

Graduation	Courses Completed
August	Summer Session I or II
January	Fall Semester
May (main ceremony)	Spring Semester

All graduates of the previous September and January graduations, May graduates, and tentative graduates for the following September are invited to attend the Questrom Commencement ceremony in May.

Questrom does not hold any other event for August and January graduates. Information about the ceremony is disseminated in the spring to the official September and January graduates and tentative May and September graduate.