



Academic Year 2026-2027

**Master of Science in Artificial Intelligence
Systems Management (AIM) Handbook
Addendum**

Degree Programs Covered by This Handbook:

AIM (12 Month)

AIM Applied Study (16 Month)

Table of Contents

1. Introduction.....	3
2. AIM Mission Statement.....	3
3. Department Personnel.....	4
4. AIM Curriculum.....	4
4.1. Required Courses.....	5
4.2. Elective Options.....	5
5. Number of Units per Semester.....	6
5.1. Normal Courseload Expectation for AIM Students.....	6
5.2. Unit Increase Policy.....	7
5.2.1. Requirements.....	7
5.2.2. Unit Increase Timeline.....	7
6. Internship Requirement.....	7
7. Capstone Project.....	9
8. Professional Seminar Course.....	9

1. Introduction

This handbook provides specific information on the curriculum and program requirements for the Master of Science in Artificial Intelligence Systems Management (AIM) program. The Heinz College also published a separate handbook which details College-wide policies and procedures pertaining to education planning, program committee, teaching, scheduling and course credit, performance standards, academic standing, ethics and discipline, student privacy rights, and major forms and deadlines.

While this handbook is specific to your academic experience in the department, it is just one element of the Graduate Student Handbook Suite. There are several other resources within the suite that you should consult when needed:

- [The Heinz College Handbook](#)
- [University-Wide Graduate Student Handbook](#) (Office of Graduate & Postdoctoral Affairs)
- [Carnegie Mellon Student Handbook](#)

2. AIM Mission Statement

The mission of the Master of Science in Artificial Intelligence Systems Management (AIM) program is to develop the next generation of AI deployers, strategists, and evangelists. These individuals will be equipped to address the organizational, technical, and societal challenges of operationalizing AI, with a focus on applying artificial intelligence for meaningful and responsible benefit.

Students in the AIM program should be able to:

- Apply critical thinking and best practices in making AI-related decisions
- Analyze the costs, benefits, and risks of AI initiatives
- Evaluate and recommend appropriate AI and data architectures
- Instrument, measure, and explain AI outcomes
- Employ responsible AI practices, with a focus on trust, equity, and bias mitigation
- Communicate AI strategies and technical insights effectively with diverse stakeholders
- Understand and anticipate the broader societal consequences of technological change

3. Department Personnel

The staff listed below are directly associated with the AIM program. There is a robust team at Heinz College and CMU available to help you navigate your education, from financial aid and student services to disability services and more.

Tanvir Ahmed Shaikh	Director for AI Systems Management Programs	tshaikh@andrew.cmu.edu
Goutam Balla	Academic Advisor and Project Specialist	gballa@andrew.cmu.edu
Annie Julian	Director of Student Experience & Engagement	ajulian@cmu.edu
Nader Dababneh	Assistant Director, Career Services	ndababne@andrew.cmu.edu
Brittany Foster	Academic Program Specialist	brittanf@andrew.cmu.edu
Kayla Molzer	Academic Coordinator	kmolzer@andrew.cmu.edu

4. AIM Curriculum

It is the student's responsibility to know and understand the policies contained in this AIM Handbook Addendum, the Heinz College Handbook, and the CMU Graduate Student Handbook. All three combined cover the CMU university policies and procedures along with specific Heinz College policies.

The curriculum of our Master of Science in AI Systems Management (AIM) program positions students to become leading AI specialists through programming, statistics, and exposure to advanced AI topics.

As a full-time graduate student, you will normally complete the AIM program in three semesters. Note, the AIM program is not offered part-time. Students admitted to the 12-month or 16-month track of AIM Program will complete 144 units in three semesters.

In order to successfully complete the AIM program, you must complete the following:

- all required courses (unless you exempt them); and
- all other standards for graduation, including meeting the minimum cumulative grade point average of 3.0, and meeting the minimum total number of units taken over three semesters (based upon track) .

4.1. Required Courses

The following table lists all the required core courses AIM students must complete.

*AIM Program: 126 units (core) and 18-36 units (electives)		
<i>Course Number</i>	<i>Course Title</i>	<i>Units</i>
95-891	Introduction to Artificial Intelligence	12
95-888	Data Focused Python	6
95-796	Statistics for IT Managers	6
94-804	AI Strategy	6
94-700	Organizational Design and Implementation	6
95-815	Data Engineering	6
94-879	Operationalizing AI	6
95-897	Machine Learning Technologies	6
95-762	Decision Modeling	6
95-864	AI Model Development	6
94-815	Agentic Technologies	6
94-844	Generative AI Lab	6
95-767	Cybersecurity for AI & ML	6
95-724	AI Communication Strategies	12
94-885	Responsible AI	6
94-739	AI Capstone Project	12
95-728	Financial Evaluation of AI	6
95-731	AI Cloud and DevOps	6
95-886	AIM Professional Seminar	0

* The course titles, descriptions, and content are subject to revision as the industry and technology evolve.

4.2. Elective Options

The following is a sample of general electives. Students are not limited to these options and may choose other relevant courses across the university to fulfill their elective requirement.

94-829	Advanced AI Enterprise Strategy	6 units
94-816	Generative AI: Applications, Implications, and Governance	6 units
94-881	Managing Analytics Projects	6 units
95-851	Making Products Count: Data Science for Product Managers	6 units
95-819	A/B Testing, Design and Analysis	6 units

95-869	Big Data and Large-Scale Computing	6 units
95-874	Agile Methods	6 units
17-737	Artificial Intelligence for Social Good	12 units
45-848	Ethics and Artificial Intelligence	6 units

To fulfill the elective requirements for graduation, you may take relevant graduate-level courses outside of Heinz College. **Up to 36 units** of courses outside of Heinz College may be counted towards the AIM degree requirements.

Language (Spanish, French, etc.), Music (piano, violin, voice, etc.), and Physical Education (golf, dance, etc.) coursework will not count as general electives towards the AIM degree requirements.

Students may count no more than 12 units of undergraduate coursework as general electives towards the AIM degree requirements. Undergraduate units will count against the 36 unit cap (described above) of courses taken outside Heinz College. Students who wish to take an undergraduate elective class **MUST** submit a general petition to their Academic Advisor and receive approval for the course to count towards the degree prior to the start of the class. Generally, only upper division classes will be considered. If the student receives a grade of B or better, the units will count toward the degree, but the grade will not be factored into the student's Heinz College quality point average (QPA).

Please be aware that even with approval to count an undergraduate course for the degree, on the official CMU transcript undergraduate courses will not count towards the units earned or the QPA. If a course is cross-listed as both an undergraduate and graduate course, make sure to enroll in the graduate course to receive credit towards your degree requirements.

5. Number of Units per Semester

5.1. Normal Courseload Expectation for AIM Students

Students typically take between 48 – 54 units per semester, with a maximum of 54 units per semester. For the AIM program, completing 48 units per semester meets the degree requirement of 144 units total.

5.2. Unit Increase Policy

Students who feel prepared to take on additional academic challenges beyond the standard course load may request a unit increase. They can do so by submitting a [General Petition Form](#), available on the Heinz College Current Student Website, to their Academic Advisor.

5.2.1. Requirements

Students demonstrating strong academic performance with a **3.5 Cumulative Quality Point Average (CQPA)** or higher may request for advisor approval to increase to 60 units. Any increase requests above 60 units will require additional approvals and are not guaranteed. Please contact your Academic Advisor.

Students who need to retake a course may be approved for a unit increase in order to make up the course and stay on track for graduation, regardless of their CQPA.

5.2.2. Unit Increase Timeline

First-semester students may request a unit increase only if they apply for and are selected to participate in 90-700 Heinz Journal, which is worth 3 units.

Unit increases for a student's second semester will only be processed after their first mini grades are posted and the students have achieved the 3.5 CQPA requirement.

For future semesters, students who are at or above a CQPA of 3.5 can have their unit increase approved after their mini grades are posted and the increase will go into effect the week after registration.

6. Internship Requirement

AIM students starting in the **12-month track will not complete an internship**. Students starting in the **16-month track are required** to hold a summer internship after completing two semesters of the AIM program. The completion of an internship is a graduation requirement for the 16-month track.

Minimally, the internship requires 300 hours of full-time employment that has formal supervision, is professional in nature, includes work that is of importance to the organization, and has significant educational value.

- Students must attend an internship information session in the Spring semester hosted by Career Services to learn more about specific internship requirements and support given by Career Services.
- The internship duration is a minimum of 300 hours and is to be completed in the Summer between your first and second year only.
- Students may only report one internship unless otherwise approved by Career Services
- Internship must be reported no later than the last business day of June.
- Students must complete the Heinz Internship Extension Course administered by Career Services via Canvas. Students will be automatically enrolled and there will be associated modules with assignments in which completion of these modules is a requirement to pass the Internship Course.

Before beginning the internship, students must complete the online [Career Services Internship Reporting Form](#) for approval.

The internship will be verified with the students' supervisors and then approved. Students must notify their Career Advisor of any significant changes in their internships, such as length, location, hours of work, etc.

Once the internship has been approved, students will be registered for the zero-unit internship course. Students will not receive academic credit for the internship, but it will be reflected on their transcript as a course with P/F grade. At the end of your internship your Career Services Advisor will request that your supervisor complete an evaluation form about your internship performance. You are also required to complete an evaluation survey. If you do not successfully complete an eligible internship, you will not fulfill your internship requirement necessary for graduation.

International students are required to consult with the Office of International Education for eligibility for work authorization before starting or seeking an internship/co-op or consulting opportunity. International students will benefit from proactively reviewing OIE guidance regarding off-campus work authorization. Off-campus work authorization processing times can take several weeks or months, and international students will benefit from starting the off-campus work authorization process as early as possible. Most students at CMU are in F-1 Status and will use Curricular Practical Training (CPT) for their summer internship work authorization. Guidelines, forms and instructions can be found at the OIE's [CPT Website](#). If you hold another status, it is important to discuss your options with your OIE [Advisor](#).

7. Capstone Project

The AIM program Capstone Project is designed to capture the essence of knowledge gained by the students from the coursework and apply it towards research or new application initiatives. The project will be team-based, working in close collaboration with a real-world client. Heinz College sources these clients (businesses, governments, and startups) to find projects that benefit both students and the client. The ideal project forces students to expand beyond their comfort zone, work with imperfect data, learn to work in a group setting, and apply the skills they acquired in class to an actual business challenge.

8. Professional Seminar Course

Full-time Heinz College students in their first academic year will take a program specific Professional Seminar. This seminar is intended to equip the next generation of leaders in Public Policy and Information Systems with a comprehensive professional toolkit. By bridging academic rigor with strategic career development, this seminar empowers students to navigate the complex intersection of people, policy, and technology. Through active engagement and self-reflection, students will craft a unique professional narrative that prepares them to drive impact in the public, private, and non-profit sectors.

Students will receive impactful guidance from the academic advising and career advising teams, blended with sessions led by program directors, providing a holistic approach to student professional development.