Master of Architecture

Graduate Handbook

Washington State University
School of Design + Construction
PO BOX 642220
Carpenter Hall 520
Pullman, WA 99164-2220

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INTRODUCTION

The following handbook describes the Master of Architecture program at Washington State University in the School of Design and Construction. In this handbook you will find information regarding our program requirements, curriculum structure, student standards and expectations, as well as guidelines for application and admission.

The Master of Architecture is our professional degree accredited by the National Architectural Accrediting Board (NAAB). We offer the program in 1-year, 2-year, and 3-year tracks. Determination of eligibility for each track is based upon previous degrees, academic courses, and portfolio submission. All applications are reviewed by our graduate selection committee.

Our program is structured so that students explore topics in architecture that are current and germane to the critical issues facing our profession. Our students engage in design and scholarship that offer new insights in our culture and environment. Our students challenge existing conventions and develop innovative approaches to solving the design issues of today.

As you review this document please feel free to contact me with any questions that you may have.

Sincerely,

Matt Cohen
Professor of Architecture and
Graduate Program Head for Architecture
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OVERVIEW

The School of Design and Construction (SDC) offers a NAAB accredited Master of Architecture degree (M.Arch). Once completed, this degree allows graduates to participate in an architectural internship through the Intern Development Program (IDP) and eventually qualify for the Architect Registration Examination.

The M.Arch program provides students with opportunities to investigate critical issues facing the built environment in both studio and seminar based courses. Depending on educational background, students wishing to earn the professional M.Arch degree will be admitted to a one, two, or three year track. Applicants are evaluated individually in the admissions process.

1-year (2 semesters plus summer): for students with a four-year, pre-professional undergraduate degree in architecture, or a professional B.Arch degree, who have submitted application materials demonstrating a high level of design proficiency.

2-year (4 semesters plus summer): typically for students with an undergraduate degree in architecture, or for those with a degree in an allied design discipline who have submitted application materials demonstrating the need for additional design experience.

3-year (6 semesters plus summer): typically for students with a non-architecture undergraduate degree, or for those with a degree in an allied design discipline who have submitted application materials demonstrating the need for additional design experience beyond a two-year timeframe.

1-YEAR REQUIRED COURSEWORK

A minimum of 48 credits is required for the Master of Architecture degree. A complete listing of course descriptions can be found in the WSU Catalog. The semester course schedule is available in my.WSU.edu or on the schedule of classes.

- ARCH 510, Summer Graduate Design Studio, 6 credits (summer)

- ARCH 511, Graduate Design Studio I, 6 credits (fall semester)

- ARCH 513, Graduate Design Studio II, 6 credits (spring semester)

- ARCH 527, Site and Landscape Design, 3 credits (spring semester)

- ARCH 530, Philosophies and Theories of the Built Environment, 3 credits (fall semester)

- ARCH 531, Advanced Tectonics, 3 credits (spring semester)

- ARCH 540, Research Methods, 3 credits (spring semester)

- ARCH 542, Issues in Architecture, 3 credits (fall semester)

- ARCH 563, Architectural Structures III, 3 credits (fall semester)

- ARCH 573, Ethics and Practice, 3 credits (spring semester)

- ARCH 580, Architecture Practicum, 4 credits

- Arch 701, Master's Final Examination, 2 credits

- Supportive Elective (3 credits of 300, 400 or 500 level graded coursework); may include courses that fulfill the travel requirement (see page 7).

1-Year Sample Plan	Fall	Spring	Summer
	Arch 511 (Grad Studio I 6cr)	Arch 513 (Grad Studio II 6cr)	Arch 510 (Summer Studio 6cr)
	Arch 530 (Phil/Theory 3cr)	Arch 527 (Site Planning 3cr)	Arch 580 (4cr)
	Arch 542 (Issues 3cr)	Arch 531 (Tectonics 3cr)	
	Arch 563 (Structures III 3cr)	Arch 540 (Res Methods 3cr)	In the summer, the Arch 510 studio
	Supportive elective (3cr)	Arch 573 (Ethics 3cr)	is delivered outside of Pullman (e.g.
		Arch 701 (2cr)	Spokane, Seattle, Vancouver,
			Portland, or other regional and
		*extra tuition for 20 credits	national locations).

2-YEAR and 3-YEAR COURSEWORK

Students admitted to the 2-year or 3-year track will be advised into further coursework (based on previous academic background) including some or all of the following:

ARCH 201, Architectural Design I, 4 credits (fall semester)
ARCH 203, Architectural Design II, 4 credits (spring semester)
ARCH 210, Digital Analysis and Representation, 3 credits (fall semester)
ARCH 301, Architectural Design III, 5 credits (fall or summer semester)
ARCH 303, Architectural Design IV, 5 credits (spring semester)
ARCH 309, Modern Architecture and Theory, 3 credits (fall semester)
ARCH 351, Structures I, 3 credits (fall semester)
ARCH 352, Structures II, 3 credits (spring semester)
ARCH 401, Architectural Design V, 5 credits (fall semester)
ARCH 403, Architectural Design VI, 5 credits (spring semester)
ARCH 570, Advanced Architectural Design Studio I, 6 credits (fall semester)
ARCH 571, Advanced Architectural Design Studio II, 6 credits (spring semester)
CSTM 201, Materials I, 3 credits (fall semester)
CSTM 202, Materials II, 3 credits (spring semester)
CSTM 332, Building Science I, 3 credits (fall semester)
CSTM 333, Building Science II, 3 credits (spring semester)
SDC 250, Global History of Design I, 3 credits (fall semester)
SDC 350, Global History of Design II, 3 credits (spring semester)

Sample program plans for the 2-year and 3-year tracks are attached in Appendix A and B, respectively. Students in each of the three tracks will be individually advised relative to their prior academic transcripts and demonstrated proficiencies. To ensure compliance with NAAB student performance criteria for the accredited M.Arch degree, other coursework may be required (and taken in lieu of supportive electives, when applicable).

In addition to the courses mentioned above, students can choose electives (in consultation with their advisor) to support areas of interests and fulfill degree requirements. Supportive electives must be 300, 400, or 500 level graded courses. Supportive elective credits may include courses that fulfill the travel requirement (see page 7).

A complete listing of courses can be found in the WSU Catalog. The course schedule is available in my.WSU.edu or on the schedule of classes.

PROGRAM POLICIES and REQUIREMENTS

Academic Requirements
Academic policies and procedures are set forth by the Graduate School in the policies and procedures manual, including course enrollment requirements, minimum GPA, probationary continuing enrollment, termination of enrollment, and reinstatement. Please refer to the policies and procedures manual for complete information.

Students should also be familiar with the university's the university's academic regulations. Should any discrepancies arise, the policies and procedures of the Graduate School, and academic regulations of Washington State University supersede those of the Master of Architecture program.

Academic Complaint Procedures
Academic complaint procedures are outlined in the university's academic regulations. In the case of adjunct instructors, academic complaints should be directed to the Graduate Program Head for Architecture.

Continuous Enrollment Policy
All full- and part-time degree-seeking graduate students must maintain continuous enrollment in the Graduate School, registering for each semester, excluding summer sessions, from the time of first enrollment until all requirements for the degree are completed. Continuous enrollment is maintained by registering for a minimum of 2 graduate credits per semester (excluding the summer). International students who enroll for fewer than 10 credits must be approved by the Office of International Students and Scholars (OISS), in consultation with the Graduate School, prior to part-time enrollment during the academic year.

Annual Review
An annual evaluation for students in good academic standing is *not required* in a professional master's degree program that takes one academic year (fall, spring) or three academic semesters (i.e., fall, spring, and fall) to complete. However, an annual evaluation *will be* performed if the student is not making adequate academic progress (i.e., not making progress to complete the program within the expected timeframe, repeating coursework, withdrawing from one or more courses, and/or having more than one incomplete on record).

If the program takes two academic years or longer to complete, the program must conduct, at a minimum, an academic review of progress toward degree of all graduate students at the mid-point of their program. The annual evaluation of those students considered deficient must be sent to the Dean of the Graduate School to be placed in the student's official file. If an annual review for a student is less than satisfactory, a written copy of that review should be forwarded to the Graduate School.

Travel Requirement

A [travel experience](#) is required as part of the graduate program. Students may choose from a variety of international and domestic experiences offered throughout the curriculum:

- SDC 555: a three-credit supportive elective course where students delve into a particular issue (or issues) unique to a selected location, and visit that location as part of the course. Destinations differ from year to year. Previous tours have visited Amsterdam, Barcelona, Berlin, Copenhagen, Tokyo, Oslo, Lisbon, and Paris (typically during the spring semester).

- ARCH 510: a summer urban design studio immersing students in design projects that address prevailing issues in a particular context. *This studio may meet the study tour requirement if it involves extensive course-related urban exploration of the locale (summer), and upon approval by the Graduate Program Head for Architecture.*

- ARCH 580: Independent Travel Option. *Options must be approved by the Graduate Program Head for Architecture.*

- Paris: A Designer's View: This 10-day Parisian experience will provide an invaluable ability to consider multiple viewpoints from which to analyze issues and trends (summer).

Any experience must be completed while enrolled as a graduate student. Prior completion as an undergraduate student does not fulfill the graduate program requirement. Additional experiences may qualify upon approval by the Graduate Program Head for Architecture.

ARCH 510 Summer Studio

A summer urban design studio is a requirement of the program. The intention of this studio is to immerse students in design projects that address prevailing issues in a particular context outside of the main location of the program in Pullman. Summer studio(s) could be situated in Spokane, Seattle, Vancouver, Portland, or other regional, and national locale(s) selected through the proposal process. Studios are typically held in the design professionals' offices or at other arranged facilities.

Once the chosen proposals have been announced, students will be given the opportunity to submit their preferences. Program administration will do its best to match students with their preferences. However, studios must also meet enrollment minimums, and if necessary students will be assigned to studios regardless of preference. Students should be prepared to enroll in a variety of locations for the summer studio with the understanding that program administrators will choose the best proposals each year in relation to the goals of the summer studio and the M.Arch program.

ARCH 580 Architecture Practicum
Students have a variety of options for satisfying the ARCH 580 requirement, representing a minimum of 180 hours in an internship, independent travel study, or independent study related to the field of architecture. *Students must enroll in the appropriate number of credits during the period in which the experience is performed, and the requirements must be complete by the end of the final semester of enrollment in order to be eligible for graduation*. Proposals for any of the three options must be approved by the Graduate Program Head for Architecture. Documents for grading must be submitted for evaluation per program and academic deadlines. See Appendix C for additional information.

Program of Study
Submitted during the fall semester of the final year, the Program of Study is a record of course work completed and proposed that will guide the fulfillment of degree requirements. The Program of Study also establishes the Faculty Advisory Committee for ARCH 701 in the final semester.

The Program of Study may not include courses graded P/F or S/U; courses not approved for graduate credit; or courses that are audited. Any course included in the Program of Study in which a grade of "C-" or below is earned must be repeated for graded credit. Courses taken in prior graduate level programs (transfer credit) or as an undergraduate student for reservation of graduate credit (if deemed appropriate by the M.Arch program and the Graduate School), may be entered into the Program of Study if a grade of "B" or better has been earned.

Faculty Advisory Committee
The Faculty Advisory Committee will be predetermined for each cohort. The committee will be composed of a minimum of three (3) WSU faculty members, including the Graduate Program Head who will serve as chair. The Graduate Program Head for Architecture will determine each year which faculty will comprise the Faculty Advisory Committee. During the final spring semester, the Faculty Advisory Committee will meet a minimum of three times (including the capstone project presentation and ballot meeting) to review and provide feedback relative to student progress.

Submission Deadlines
In addition to the Program of Study, students must submit an Application for Degree, and other documents per the published deadlines.

See the Deadlines and Procedures and Forms section of the Graduate School website for complete information.

ARCH 513 Graduate Design Studio II
A directed studio (capstone) project will be conducted parallel to and in conjunction with ARCH 540 (Research Methods) in the final spring semester. All final project and final presentation materials will satisfy the requirements of the studio instructor and the Faculty Advisory Committee, chaired by the Graduate Program Head for Architecture (see Appendix G for evaluation rubric).

ARCH 701 Master's Final Examination (Ballot Meeting)
In conjunction with ARCH 513 and completion of the capstone project, students will enroll in 2 credits of ARCH 701 during their final semester in order for the Faculty Advisory Committee to hold a ballot meeting. The ballot meeting is required for all professional master's candidates to determine if the student has satisfactorily met all of the program requirements.

M.Arch students must have completed or be enrolled in all the required course work, have a minimum cumulative GPA of 3.0, have met all admission contingencies, and be registered for ARCH 701 the semester or summer session in which the ballot meeting is to be scheduled. The Application for Degree form must be submitted to the Graduate School and the graduation fee must be paid before the ballot meeting is scheduled. The M.Arch program will schedule multiple students at the ballot meeting per Graduate School procedures and deadlines.

If a student does not complete the capstone project, he/she will receive an "I" in ARCH 513, and an X for the examination in ARCH 701. In the event of a failure of the final examination, a U grade will be assigned. Two U grades for 701 credits will result in dismissal from the program.

Student Contact Format
All email contact between faculty, staff, and student will use the student's WSU email address only. It is the student's responsibility to check this account regularly.

REFERENCE MANUALS

Each student is also responsible for familiarizing him/herself with policies and procedures as outlined by the School of Design and Construction, Washington State University, and the Graduate School.

- **School of Design and Construction**
  http://sdc.wsu.edu/overview/school-policies/

- **Student Conduct**
  http://www.conduct.wsu.edu/policies

- **Academic Regulations**
  http://registrar.wsu.edu/academic-regulations/

- **Graduate School Policies and Procedures**
  http://gradschool.wsu.edu/policies-procedures/

SCHOLARSHIPS

Scholarship Application Process
All students who are interested in being considered for School of Design and Construction scholarships must complete the following:

- General WSU Scholarship Application.
  - https://www.applyweb.com/apply/wsunivss/

- Eligible students should complete the FAFSA application.
  - http://www.fafsa.ed.gov/

- Electronic submission of portfolio and/or essay (to graduate academic coordinator).

The due date for submission of all materials is January 31.

- The School of Design and Construction Scholarship Committee will be chosen to review all applications, and with input from the Graduate Program Head for Architecture and the Director, will determine the award recipients.

- Award recipients will be sent an official letter by late March notifying the award recipient of their awards and any expectations and deadlines (thank you letter, completion of award accept/decline form, etc.).

ASSISTANTSHIPS

Description and Requirements
In the School of Design and Construction, graduate students on assistantships (TAs) aid in course delivery under the supervision of the instructor for a course, or provide assistance in designated areas of academic support (i.e. Fabrication Labs). TA positions are full-time (20 hours/week) or part-time (10 hours/week). Position types are determined by the nature of the assignment and the hours per week of work. All TA positions are awarded competitively, and on a limited basis, each semester.

Fall Semester Awards
Application information will be posted to the SDC website by April 1. Application materials must be submitted by April 15. Students will be notified by May 1 if they have been offered a TA position, and will have until May 15 to accept or decline the offer.

Spring Semester Awards
Application information will be posted to the SDC website by November 1. Application materials must be submitted by November 15. Students will be notified by December 1 if they have been offered a TA position, and will have until December 15 to accept or decline the offer.

PROGRAM CONTACTS

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Appendix A

<p align="center">Washington State University │ School of Design + Construction
Master of Architecture
2-year Track Sample Plan</p>

	Fall	**Spring**	**Summer**
First year	Arch 570 (Adv Studio I 6cr) Arch 530 (Phil/Theory 3cr) Arch 563 (Structures III 3cr)	Arch 571 (Adv Studio II 6cr) Arch 531 (Tectonics 3cr) Arch 573 (Ethics 3cr) Supportive Elective (3cr)	Arch 510 (Summer Studio 6cr) The Arch 510 studio is delivered outside of Pullman (e.g. Spokane, Seattle, Vancouver, Portland, or other regional and national locations).
Second year	Arch 511 (Grad Studio I 6cr) Arch 542 (Issues 3cr) Arch 580 (Practicum 4cr)*	Arch 513 (Grad Studio II 6cr) Arch 527 (Site Planning 3 cr) Arch 540 (Res Methods 3cr) Arch 701 (2cr)	

- *Students must enroll in the appropriate number of credits during the period in which the experience is performed, and the requirements must be complete by the end of the final semester of enrollment in order to be eligible for graduation.

- Students will be individually evaluated and advised relative to their prior academic transcripts, demonstrated proficiencies, and performance in the program. To ensure compliance with NAAB student performance criteria for the accredited M.Arch degree, other coursework may be required, substituted, or waived, on a case-by case basis.

- A travel experience is required for graduation from the graduate program (see page 7).

Appendix B

Washington State University │ School of Design + Construction
Master of Architecture
3-year Track Sample Plan

	Fall	Spring	Summer
First year	Arch 201 (Studio 4cr) Arch 210 (Digital Rep 3cr) Arch 351 (Structures I 3cr) CSTM 201 (Materials I 3cr) SDC 250 (Global History I 3cr)	Arch 203 or 303 (Studio 4-5cr) Arch 352 (Structures II 3cr) CSTM 202 (Materials II 3cr) SDC 350 (Global History II 3cr)	
Second year	Arch 401 or 570 (Studio 5-6cr) Arch 309 (Modern Theory 3cr)+ CST_M 332 (Bldg Science I 3cr) Arch 563 (Structures III 3cr)	Arch 403 or 571 (Studio 5-6cr) Arch 573 (Ethics 3cr) CST_M 333 (Bldg Sciences II 3cr) Supportive Elective (3cr)	Arch 510 (Summer Studio 6cr) The Arch 510 studio is delivered outside of Pullman (e.g. Spokane, Seattle, Vancouver, Portland, or other regional and national locations).
Third year	Arch 511 (Grad Studio I 6cr) Arch 530 (Phil / Theory 3cr) Arch 542 (Issues 3cr) Arch 580 (Practicum 4cr)*	Arch 513 (Grad Studio II 6cr) Arch 527 (Site Planning 3cr) Arch 531 (Tectonics 3cr) Arch 540 (Res Methods 3cr) Arch 701 (2cr)	

- *Students must enroll in the appropriate number of credits during the period in which the experience is performed, and the requirements must be complete by the end of the final semester of enrollment in order to be eligible for graduation.

- Students will be individually evaluated and advised relative to their prior academic transcripts, demonstrated proficiencies, and performance in the program. To ensure compliance with NAAB student performance criteria for the accredited M.Arch degree, other coursework may be required, substituted, or waived, on a case-by case basis.

- A travel experience is required for graduation from the graduate program (see page 7).

- + Enrollment in ARCH 309 includes required study tour.

Appendix C

ARCH 580: Architectural Practicum
Internship, travel study, or independent study related to the field of architecture.

Students have a variety of options for satisfying the Architecture Practicum (ARCH 580) requirement of the M.Arch program, representing a minimum of 180 hours in one of the following three categories. *Students must enroll in the appropriate number of credits during the time period in which the practicum experience is performed.*

I. Internship
Following the guidelines set forth in the Master of Architecture Graduate Handbook, students who obtain employment in approved professional situations, usually under the direct supervision of a licensed architect, can satisfy their requirements over a flexible period of time. Advance preparation for this option includes preparation of a resume, cover letter, and portfolio, and various networking and interviewing activities in order to secure the employment. Under this option, the advance preparation need not be submitted to the school, though we would be happy to review your materials as often as you like.

II. Independent Travel Study
Your travel study research and documentation will be graded on the following components:

Proposal (20%)
If you are planning independent travel study, please submit a proposal that includes itinerary, learning objectives and their relevance to your graduate study, anticipated schedule accounting for all 180 hours, and deliverables (documentation). It should also include an introduction to the major designers, theories, movements, and events that helped shape the city or cities you plan to visit. There is no required length for this document, in part to accommodate a variety of graphic presentation formats, but since this is a research proposal, a range of approximately eight to ten pages might be expected, including itinerary, graphics and text. The proposal must include a bibliography of sources correctly formatted according to [Chicago style](#).

Travel Journal (40%)
Students should hone their sketching and observation skills while thinking about architecture in concert with interior design, landscape architecture, construction, engineering, urbanism, furniture, sculpture, painting, graphics, and the decorative arts. Students are expected to consider architecture within its social, cultural, political, economic, and theoretical contexts.

The travel journal must document the observations, personal experiences, unexpected responses, and learning experiences of the travel, with the goal of gaining a better understanding of specific environments. It involves stopping to absorb embedded aspects of a built or natural space on a much more meaningful level than mere tourist

facts and figures. The foundation for your journal will be a sketchbook between 5x7" to 9x12", 80-120 lb. paper. You may use a variety of media of your choice, but notes should be taken with a black Sharpie Ultra Fine Point or comparable ink pen to eliminate smudging (no ballpoint).

Journal entries must include a variety of depths of observation for the various sites visited. For example, some sites might be recorded with a quick thumbnail sketch, while others will include diagrams, plans, sections, perspectives and details, all based on information recorded from actual observation, rather than from reference to published drawings. Travel journals that include only exterior, perspective and elevation drawings will not be acceptable. A substantial percentage of the journal must include probing, analytical drawings that require you to understand the building or site inside and out. For example, constructing an accurate section drawing of a building by walking through it and around it is a uniquely challenging and worthwhile undertaking. You are also encouraged to develop hybrid forms of drawing, combining sections, plans and perspectives, for example.

Written entries can include but are not limited to descriptions of experiences, notes from on-site discussions or observations, quotations from published sources with the student's commentary, reflective writings, poetry, etc. Graphic entries can include perspective sketches, annotated diagrams, quick gesture drawings, photography and other means of expression. Photography must be limited, as noted below (see Experience Presentation, item #3). Students may propose alternative formats for the travel journal that are in the spirit of the parameters provided above. Journals that are primarily photographic, however, will only be allowed in the cases of exceptional proposals in which students can demonstrate a high degree of sophistication in the use of photography as a creative analytical tool. Come talk to us if you have questions.

Students are required to journal every day, recording experiences listed above. There is no minimum or maximum number of pages, nor any right way or wrong way to compose your journal entries. Be creative, be meaningful, and open your scope of observations to fully experience this opportunity.

Experience Presentation (40%)
By the end of the course, students not only should have a more detailed knowledge of the city or cities visited, but should be able to offer interpretations of architecture in ways that go well beyond issues of form. The deliverables will provide students with additional experience in oral and graphic presentation techniques. The preceding two components of this project (the proposal and journal) should be carried out with an eye toward producing an excellent experience presentation that is uniquely your own. The presentation should demonstrate substantial reflection on your experience, including outside research, and present in a clear and in-depth manner the new insights you have gained into our profession in the broadest possible sense.

Students will deliver a five-minute, public, oral presentation to a panel including the Graduate Program Head for Architecture, the Academic Program Manager, various faculty members, and students. The presentations should document at least five

experiences and/or observations, with graphic support as needed (PowerPoint, physical posters, etc.), and two boards according to the following criteria:

1) PDFs formatted as two 20" wide x 30" tall posters, placed into the Dropbox which will be set up for this assignment.
2) The two posters should include at least 500 words total (not including titles, subtitles, basic facts, captions, sources, and any inspirational quotes). This text need not be contiguous; you can have 200 words on one board and 300 on another, for example. The majority of text must be written in full sentences, and all text must be grammatically correct, including correct spelling. Posters with misspelled words will not be accepted.
3) You must include at least ten images, potentially including photographs, sketches, diagrams, plans, line drawings, perspectives, elevations, sections, etc.; however, photographs cannot take up more than 10% of the surface area of your total presentation, unless substantially annotated or otherwise transformed by you.
4) You must give the project an informative title that communicates the theme(s) of your travel study.

The posters and the presentation should sum up the essence of your travel study, from the proposal and planning, to the on-site topics and spaces explored, to the experiences and knowledge gained.

III. Other
Various other activities may be eligible for approval to satisfy the Architecture Practicum requirement, including employment in WSU's fabrication labs, supervised independent research projects, community volunteer activities, teaching assistantships, etc. Please discuss your idea with the Graduate Program Head for Architecture prior to submitting your proposal for preliminary approval of the concept. A full proposal is then required, in the spirit of the Independent Travel Study proposal guidelines described above, but adapted to suit your particular circumstances. Thus, whether you are working in a Fab Lab or conducting independent research for scholarly publication, we expect you to use the architecture practicum as an opportunity to reflect in a serious way on the nature of our profession and your evolving role within it.

Learning Outcomes
This course aligns with WSU Learning Goals in Critical and Creative Thinking; Information Literacy; Communication; Diversity; and Depth, Breadth; and Integration of Learning. Evaluation of student success with these learning outcomes will be measured by each student's ability to present effectively about his or her experiences in an interdisciplinary and cross-cultural way that demonstrates a respect for cultural difference, well-designed research strategies, clarity of argument, and knowledge that includes but goes beyond the fundamentals of the discipline of architecture.

Washington State University
School of Design and Construction
Architecture 580 INTERNSHIP OPTION

Objectives and Responsibilities:
The Arch 580 internship option equals 4 credit hours involving a hands-on, in-office architectural training experience. The success of this option is dependent on the availability of architectural firms that are willing to provide student employment opportunities in a supervised professional training environment.

A.   Course Objectives:
  1.   Acquire and reinforce the discipline, integrity, judgment, skills, knowledge and quest for learning in the broad aspects of architectural practice.
  2.   Develop awareness about internship responsibilities and professional issues and opportunities.
  3.   Form a partnership between academia and the profession in identifying key issues in the education, training and preparation of competent architects.

B.   Firm Responsibilities:
  1.   Provide an intern-level training period of at least 180 hours of office employment.
  2.   Provide an intern training experience similar to the model used by IDP (Intern Development Program) under the direct supervision of a licensed architect within the firm. In accordance with IDP, the training may involve a body of knowledge in two major categories: (a) Design and Construction Documents, and (b) Construction Administration.
  3,   Submit a cover letter (on firm's letterhead) with verification of the training time period and a brief assessment of the student's performance; and the architectural internship evaluation form. Documents should be submitted to the Graduate Program Head for Architecture at the School of Design and Construction.

C.   Student Responsibilities:
  1.   Maintain consistent and diligent prescribed office hours throughout the training period.
  2.   Maintain a daily training log of tasks, duties and responsibilities throughout the employment experience for IDP (Intern Development Program) credit.

Washington State University   **Student:**_____

School of Design and Construction   **Firm:**_____

Architecture 580 INTERNSHIP   **Date:**_____

ARCHITECTURAL INTERNSHIP EVALUATION FORM

The student intern's experience is evaluated relative to the degree of exposure to the activities listed below. The four levels are: **N/A:** no exposure; **Aware:** minimum exposure; **Informed**: moderate exposure; and **Understand:** maximum exposure. Please mark an "X" in the appropriate box and circle the overall performance grade at the bottom.

Please return to: Graduate Program Head for Architecture, School of Design and Construction; Washington State University; PO Box 642220; Pullman, WA 99164-2220.

A. Design & Construction Documents	N/A	Aware	Informed	Understand	Comments
1. Programming					
2. Site & Environmental Analysis					
3. Schematic Design					
4. Code Research					
5. Design Development					
6. Construction Documents					
7. Specifications & Material Research					
8. Document Check & Coordination					
9. Other					
10. Other					
11. Other					
12. Other					
B. Construction Administration					
1. Construction – Office					
2. Construction – Observation					
3. Other					
4. Other					
5. Other					

Overall Performance	Excellent	Good	Average	Below Average	
Overall Course Grade	A	B	C	D	

Firm Name:_____

Supervising Architect:_____

Phone Number:_____

Signature:_____

Appendix D

Arch 580 Potential Internship Firms

It is very important to verify that the firm listed is currently active in internship recruitment. Project loads are constantly changing so be sensitive to these conditions.

Spokane

Integrus Architecture
10 South Cedar
509.838.8681

NAC
1203 West Riverside
509.838.8240

Seattle

Anshen Allen
1500 4th Ave. Suite 450
415.281.5539

Bassetti Architects
71 Columbia Street, Suite 500
206.340.9500

Callison Architects
1420 Fifth Ave. #2400
206.623.4646

Collins Woerman
710 Second Avenue, Suite 1400
206.245.2100

Craft Architects
Terminal Sales Building
1932 First Ave. # 408
206.682.3460

LMN Architects
801 Second Ave. Suite 501
206.720.7001

Mahlum
71 Columbia, Floor 4
206.441.4151

Mithun
Pier 1201 Alaskan Way Suite 200
206.623.3344

NAC
2201 Sixth Ave #1405
206.441.4522

NBBJ Architects
223 Yale Avenue North
206.223.5555

Olson Kundig Architects
159 South Jackson Street, 6th floor
206.624.5670

Sienna Architecture Company
911 Western Ave., Suite 400
206.624.8682

Tiscareno Associates, PS
500 Union Street
206.325-3356

VOA
1218 3rd Avenue, Suite 2500
206.441.9977

ZGF Architects
1191 Second Ave.
206.623.9414

HDR Architecture
601 Union Street #700
206.826.4707

Portland

GBD Architects Incorporated
1120 NW Couch St. Suite 300
503.224.9656

Giffin Bolte Jurgens
815 SW Second Ave. Ste. 600
503.223.0992

Mulvanny G2 Architectural
222 Southwest Columbia St.
503.223.8030

Soderstrom Architects, P.C.
1200 NW Naito Pkwy., Suite 410
503.228.5617

SRG Partnership, Inc.
621 SW Morrison Street, Suite 200
503.222.1917

YGH Architects
1211 SW 5th Ave. Suite 2700
503.221.0150

ZGF Architects
SW 320 Oak St.
503.224.3860

Bellevue / Redmond / Kirkland / Olympia

Baylis Architects
10801 Main St.
Bellevue WA 98004
425.454.0566

Magellan Architects
8383 158th Ave NE, Suite 280
Redmond, WA 98052
425.885.4300

Mulvanny G2 Architecture
1110 112th Ave. NE
Bellevue WA 98004
425.463.2000

McNaughton Associates
2122 112th Ave NE, #A-100
Bellevue, WA 98004
425.455.4304

Lawhead Architects
808 106th Ave NE, Suite 201
Bellevue WA 98004
425.451.1220

Chesmore / Buck Architecture
123 Lake St. S #106
Kirkland, WA 98033
425.827.1857

Ambia
724 Columbia Street NW, Suite 400
Olympia, WA 98501
360.943.4650

Bremerton

Rice Fergus Miller Architecture & Planning
262 4th Street
Bremerton WA 98337
360.362.1444

Tacoma

BCRA
2106 Pacific Ave.
253.627.4367

McGranahan Architects
2111 Pacific Suite 100
253.383.3084

TCR Architects
902 North Second St.
253.572.3993

Yakima / Tri-Cities

KDF Architecture
1310 North 16th Ave.
Yakima, WA
509.575.5408

Pacific Northwest National Laboratory
P.O. Box 999
Richland, WA
509.376.0867

Boise

BRS Architects
1010 S Allante Place, Suite 100
208.336.8370

CSHQ Architects
CW Moore Plaza 250 South 5th St
208.343.4635

California

KTGY Group, Inc.
17992 Mitchell
South Irvine, California 92614
949.851.2133

Skidmore, Owings & Merrill LLP
1 Front Street, Suite 2500
San Francisco, CA 94111
415.352.3843

NBBJ
523 W. 6th Street, Suite 300
Los Angeles, CA 90014
213.243-3333

Appendix E

Admission Procedures and Requirements (non-WSU students)
Admission is made during the spring semester with initial coursework beginning the following summer term or fall semester, depending on the track. All applicants must submit required materials by January 10, to both the Graduate School and the program. Electronic notification of acceptance will take place by March 15.

Graduate School Application Requirements
The following documents are required. Please see http://gradschool.wsu.edu/apply/ for detailed information and submission instructions.

- Online application and application fee ($75)
- Official transcripts
- Contact information for three academic /professional references
- International student documents (if applicable)
  - TOEFL (minimum 80 internet based test) or IELTS (minimum 7.0) test scores
  - Financial verification
- GRE scores are *not* required for this program
- Additional information for international applicants
- Additional Information for domestic applicants

M.Arch Program Application Requirements
Materials must be submitted electronically (PDF) to grad.programs@sdc.wsu.edu.

1. M.Arch Program Application Form and Statement of Program Intentions.
   - Label as "Your_Name_M.Arch_Application." This must be one combined document. Multiple files not accepted.

2. Portfolio of design work (label as "Your_Name_M.Arch_Portfolio")
   - Use high-quality images and include a brief narrative of each project. Maximum 10 pages double sided (20 pages total). This must be one combined document. Multiple files not accepted.
   - The portfolio should provide the admissions committee with an overall understanding of the applicant's skills in areas of design, drawing and representation, model making, freehand drawing, diagramming, and overall creativity. Other areas that may be included as appropriate are painting, sculpture, watercolor, creative writing, photography or other fine arts. If professional work is submitted, identify your specific involvement in the project. All work must show highest ability and skill. Portfolio should be clear, well organized and easily read. Graphic design of pages (layout, images, text) should be carefully considered.

3. Scanned copy of transcripts (unofficial is acceptable).

4. Scanned copy of TOEFL or IELTS scores (if applicable).

M. ARCH PROGRAM APPLICATION
Washington State University   School of Design and Construction

Admission to the Master of Architecture program is a competitive process in which applicants from diverse backgrounds are considered independently. Please identify the track for which you would like to be considered based upon the descriptions available on our website:
http://sdc.wsu.edu/architecture/program-info/m-arch/

[   ] 1-year   [   ] 2-year   [   ] 3-year

Type or print in ink. (Use the same name and mailing address entered as part of the online application form to the Graduate School)

1. Name

Last	First	Middle Initial

2. Address

Street Number	Home Phone Number
City	Work Phone Number
State	Zip	E-mail

3. List names of all post-secondary schools attended including Washington State University, in order of attendance.

College/University Conferred (or expected)	Location	Dates	Major, Degree, Date, GPA

4. List principal extra-curricular activities in which you actively participated and offices held, if any:

5. List honors, awards, financial aid, publications, and professional organizations and licensure:

6. List employment during or since post-secondary schooling, with most recent listed first:

Employer	Dates	Nature of Work

7. List of travel and other notable experiences not included in employment record:

8. Statement of Program Intention

Please present on one separate page (250-500 words) your reasons for pursuing graduate study in architecture at Washington State University. Discuss your personal values and beliefs regarding architecture and how you expect to build upon your ideas through your graduate studies.

Failure to submit complete and accurate information may result in denial of this application or dismissal from the university.

Signature   Date

Appendix F

Accelerated 1-Year Sample Schedule and Admission Procedures (for current eligible WSU Architecture students)

	Fall	Spring	Summer
Senior Year +Reserve as graduate credits (max 9 credits). Must be in addition to any credits or requirements towards baccalaureate degree and a grade of "B" or higher must be earned.	Arch 401 (Studio 5cr) Arch 472 (Codes 3cr) Arch electives or UCORE Arch 563+ (Structures III 3cr)	Arch 403 (Studio 5cr) Arch electives or UCORE Arch 531+ (Tectonics 3cr) Arch 573+ (Ethics 3cr)	Arch 510 (Grad Studio I 6cr) The Arch 510 studio is delivered outside of Pullman (e.g. Spokane, Seattle, Vancouver, Portland, or other regional and national locations).
Graduate Year	Arch 511 (Grad Studio I 6cr) Arch 530 (Phil/Theory 3cr) Arch 542 (Issues 3cr) Arch 580 (Practicum 4cr)*	Arch 513 (Grad Studio II 6cr) Arch 527 (Site Planning 3cr) Arch 540 (Res Methods 3cr) Supportive elective (3cr) Arch 701 (2cr)	

*Students have a variety of options for satisfying the Arch 580 requirement, representing a minimum of 180 hours in an internship, travel study, or independent study related to the field of architecture. Students must enroll in the appropriate number of credits during the period in which the experience is performed, and the requirements must be complete by the end of the final semester of enrollment in order to be eligible for graduation

Qualified students (those in their junior year of the WSU Bachelor of Science in Architectural Studies program with a cumulative GPA of 3.0 or above) interested in pursuing the accelerated 1-year program must make application to the architecture program by **January 31**. The admissions committee will review all application materials and make recommendations for advancement into the program for qualified students. Factors that contribute to the admissions decision include:

- A minimum cumulative GPA of 3.0 and previous performance in architecture courses and studios; the ability to complete accelerated graduate courses during senior year;

- Submission of the M.Arch application for admission, along with a detailed statement of program intention (250-500 words), explaining reasons for pursuing graduate study in architecture at Washington State University;

- Submission of two examples of academic design work using high quality images and including a brief narrative of each project;

- M.Arch application for admission, personal statement, and design work must be submitted as a single PDF document to **grad.programs@sdc.wsu.edu**.

Applicants will be notified of admission recommendations via e-mail by **March 31**. Final admission into both the accelerated M.Arch program and the Graduate School will be contingent upon successful completion of ARCH 563, ARCH 531, ARCH 573 and all requirements for the baccalaureate degree. Students must receive a grade of "B" or higher in courses taken as an undergraduate student and reserved for graduate credit.

Appendix G

For each of the criteria below, **circle key phrases** or words that describe the work. Items circled under absent and developing indicate areas that are below standard. **Circle one number for each of the categories.** An average score lower than 3.0 indicates the student's work toward a master's degree is below standard.

Student Name:_____   Evaluator:_____
Date: _____   Average Score (sum/6=):_____

Thesis Statement (Research Question)
Proposes a thesis statement (research question) that identifies a specific area of study that holds promise for leading to a significant contribution to the field of architecture

Absent		Developing		Acceptable		Excellent
1	1.5	2.0	2.5	3.0	3.5	4.0
Overly general or otherwise unclear				Clear, concise, appropriate in scope		
Not relevant to a proposed area of architectural intervention				Clearly relevant to proposed area of architectural intervention		
Thesis statement unlikely to lead to a significant contribution to the field of architecture				Thesis statement could lead to a significant contribution to the field of architecture		

Literature Review (Annotated Bibliography)
Reviews the literature related to research question demonstrating a comprehensive understanding of and a critical perspective on the literature

Absent		Developing		Acceptable		Excellent
1	1.5	2.0	2.5	3.0	3.5	4.0
Review of the literature is absent, overly general, not in the student's own words				Review of the literature is thorough, relevant to the research questions, and original		
Literature reviewed is inadequate to demonstrate understanding of the required scholarly areas				Literature reviewed is comprehensive and demonstrates understanding of the required scholarly areas		

Design Precedent Review (Verbal and Annotated Graphic Analysis)
Demonstrates an understanding of relevant design precedents from the recent and distant past, and an ability to reflect critically on them to identify underlying principles

Absent		Developing		Acceptable		Excellent
1	1.5	2.0	2.5	3.0	3.5	4.0
Precedent selections are inappropriate or illogical				Precedent selections follow rigorous criteria		
Graphic materials show minimal annotations or critical reflection				Graphic materials are annotated or redrawn, and accompanied by original diagrams and comparisons		

Methodology

Demonstrates an understanding of research and research methods appropriate to inquiry in the field of architectural design and/or design thinking

Absent		Developing		Acceptable		Excellent
1	1.5	2.0	2.5	3.0	3.5	4.0
Methodological approach is unclear				Methodological approach is clearly articulated		
Understanding of research and its processes and methods is not demonstrated				Understanding of research and its processes and methods is clearly demonstrated		
Methodological approach is inappropriate to the proposed inquiry				Methodological approach and scope are appropriate to the proposed inquiry		

Project Outcome (Graphic and Conceptual)

Provides an original, creative contribution to design and/or design thinking, and demonstrates mastery of fundamental architectural concepts and skills.

Absent		Developing		Acceptable		Excellent
1	1.5	2.0	2.5	3.0	3.5	4.0
Project lacks reflection and critical analysis				Project shows original, critical thinking		
Project demonstrates poor aesthetic sensibility, and/or disinterest in contemporary design culture				Project demonstrates keen aesthetic sense and awareness of contemporary design culture		
Project lacks compelling narrative content				Project includes compelling and appropriate narrative content tied to fundamental design features		

Communication (Graphic and Oral)

Has successfully mastered and applied professional communication techniques

Absent		Developing		Acceptable		Excellent
1	1.5	2.0	2.5	3.0	3.5	4.0
Verbal communication lacks clarity, organization, and/or does not convey intent				Verbal communication is clear, organized, and accurately conveys intent		
Graphic communication is unprofessional and hinders understanding of intent (including legibility, spelling, grammar, and aesthetic sensibility)				Graphic communication skill is professional and accurately conveys intent (including good legibility, proper spelling, grammar, and excellent aesthetic sensibility)		