

## MASTER OF ARCHITECTURE POLICIES

08/08/19

These procedures and requirements for the Master of Architecture degree, set forth by the Department of Architecture, supplement the Master's Degree Policies maintained by the Graduate School of the University of Washington (see <https://grad.uw.edu/policies-procedures/masters-degree-policies/masters-degree-requirements/>).

### Completion of the Master of Architecture Degree

1. The Master of Architecture degree will be awarded only on satisfactory completion of all departmental curriculum requirements. All degree requirements must be completed within six years of matriculation.
2. The responsibility for complying with degree requirements rests with each student. Graduate students should meet regularly with the graduate program adviser to review progress in the degree program. Students may request a graduation requirement status check (credit check) at any time during the program.
3. Students must maintain a 3.0 cumulative grade point average. Courses graded below 2.7 do not count towards the graduate degree; students must also perform satisfactorily in all Arch design studios. Students not meeting these expectations are subject to academic review, as described in section 26 below. For more detailed policies on grading and academic performance evaluation see the Department of Architecture Grading Policy. (<http://arch.be.washington.edu/student-resources/department-policies>).
4. Only courses numbered 400 and above fulfill the Graduate School's master's degree credit requirements. Arch 400, 401, 402 Design Studio, and Arch 499, Undergraduate Research, are not applicable toward Master of Architecture degree requirements.
5. Arch 600 may be used to fulfill up to eighteen elective credits in the program. An entry code for Arch 600 will be issued only upon presentation of an approved proposal (see the graduate program advisor for proposal procedures and forms as well as entry codes).
6. A student may waive a required course if it duplicates a course taken at another university within the previous five years. Course waivers must be approved by the instructor teaching the course to be waived and the graduate program coordinator (see the graduate program advisor for waiver procedures and forms).
7. To petition for on-leave status, a student must have been registered for at least one quarter and be in good standing with a cumulative GPA of 3.0 or better. Students on scholarship or receiving financial aid must inform their supporting office that they will be on leave. Students requesting on-leave status must obtain departmental approval after consulting with their academic advisor and the graduate program coordinator.

### Studios

8. A student may not enroll in two design studios during the same quarter.
9. A student may not enroll in any studio while carrying an "I" (incomplete) grade in a previous studio.
10. Students withdrawing from the studio sequence without receiving a leave of absence for withdrawal from all courses, or permission of the graduate program coordinator for withdrawal from studio only, are required to apply to the program for re-admission.
11. Students must satisfactorily complete Arch 500 through 504 in sequence prior to entering Arch 505, exploration studios. Exploration studios can include international programs, BE Studios, or other graduate studios offered within the CBE. Arch 505 and 506 do not need to be taken sequentially.
12. Students are given a chance to identify their preference for the Arch 504-506 design studios by selecting from written studio descriptions. The descriptions are posted two weeks prior to the beginning of class in autumn quarter and near the end of autumn and winter quarters. Generally, priority is given to students who did not receive their higher preferences in previous selections. Students in certificate programs are given priority for

studios that are certificate requirements. The faculty recommends that students select no more than two design studios with the same instructor.

### **Research Studios and Thesis**

13. After completing all core course requirements and exploration studios, there are two methods for completing the Master of Architecture degree: either two quarters of research studios or a master's thesis. The decision for which method occurs during winter quarter of year two. (See Master of Architecture Thesis Procedures and Research Studio Procedures).
14. Students must resolve all "I" (incomplete) or "X" (no grade reported) grades in courses needed to satisfy degree requirements before they will be allowed to register for research studios or a master's thesis.
15. Each student enrolled in Arch 700, Master's Thesis will be provided a workspace. Use of these assigned spaces is limited to registered students and will be monitored. Failure to show regular and frequent use may result in loss of the space. For more information on studio space, see the department's Policy on Studio Culture (<http://arch.be.washington.edu/student-resources/department-policies>).
16. The thesis requires a public presentation to a review panel including the student's thesis committee and guest jurors. Thesis presentations take place during spring quarter. The department does not schedule thesis presentations during summer quarter.

### **Academic Performance**

17. Graduate students must maintain a grade point average of 3.0 to graduate. A 2.7 is the minimum passing grade.
18. CR/NC (credit/no credit) courses may be applied toward Master of Architecture curriculum requirements.
19. Graduate studios are graded on a CR/NC basis and are not included in GPA calculations. Students receiving NC must repeat the studio. Within the department, written faculty evaluations of student performance supplement the CR/NC grade for each student. For students with a CR grade, this document characterizes overall performance as Commend, Pass, or Marginal Pass. Commend indicates exceptional-performance in the studio. Pass indicates that the student is meeting faculty expectations. Marginal Pass indicates performance significantly below faculty expectations. Students in the Master of Architecture program will not receive credit for more than one studio in which they receive a Marginal Pass. That is, a second Marginal Pass is equivalent to NC in the studio, and the studio must be repeated before the student can continue in the studio sequence. A student receiving NC or Marginal Pass in any studio is subject to a satisfactory progress review.
20. All graduate students are subject to the performance criteria of the Graduate School. Graduate School Memorandum No. 16, Academic Performance and Progress, describes student performance expectations, review procedures, recommendations, and appeals in more detail. Students may appeal the student performance review committee's recommendations by writing to the Chair of the Department of Architecture. Appeals beyond this point must follow the process outlined in Graduate School Memorandum No. 33, Academic Grievance Procedure.

The above procedures and requirements are subject to change by the Department of Architecture faculty and/or the Graduate School. If special conditions or circumstances demand, students may request exceptions to these policies by petitioning the graduate program coordinator.