**Evaluation of Pre-professional Degrees** 2022-02

The evaluation of pre-professional education undergoes several levels of review. The first sequence begins with the Fairmont State University, Office of Admissions review of applications for a completed submission of all university and program level application requirements including: Graduate Review Examination (GRE) scores, Letters of Recommendation, the meeting of minimum standards for TOEFL (if applicable), official college transcripts, and for the completion of, or pending completion of, an undergraduate degree from an accredited institution. Undergraduate degree transcripts from international students are further evaluated by World Educational Services (WES) for their equivalency with US degrees.

The university requires a minimum 2.75 overall grade point average; or a 3.0 grade point average on a 4.0 scale on the student's last sixty (60) semester hours of baccalaureate degree courses.   Any exceptions to these averages are determined on a case-by-case basis upon review and consideration of all aspects of an application. The applicant's GPA is recorded on the evaluation form used by the Master of Architecture Program.

Admission to the Master of Architecture Program at Fairmont State further requires the completion of a four-year pre-professional Bachelor of Science in Architecture or Bachelor of Arts in Architecture.   Students who have completed the Bachelor of Science in Architecture at Fairmont State University are known to have already fulfilled designated National Architectural Accrediting Board Program Criteria (PC) and Student Criteria (SC) that will be subsequently completed during the Fairmont State M. Arch degree program.

Incoming M. Arch students who received their pre-professional degree from an institution other than Fairmont State, must submit a NAAB PC/SC Matrix from their institution if available, and/or may be required to submit course descriptions and syllabi for evaluation to ensure proper compliance with the remaining NAAB PC/SC that are met in the professional degree curriculum in the Fairmont State M. Arch Program.

Master of Architecture applicants must also submit: three (3) letters of recommendation, with a minimum of two from undergraduate architecture instructors (the third may be from a professional acquaintance).   Given the Letter of Recommendation requirements, students from Fairmont State are only required to submit one outside LOR, given that the faculty are already familiar with their qualifications.  Also required are: a portfolio containing examples of the applicant's creative/design work; and a letter of intent summarizing the student's aspirations for pursuing the Master of Architecture degree in general and at Fairmont State University specifically.

The next level of review is an evaluation of the required application materials by the Master of Architecture Program Director, in collaboration with the Architecture Program faculty.   Findings from this evaluation is recorded on a one, or two-part Master of Architecture Applicant Evaluation Form. The one-part form is for Fairmont State applicants and the two-part form is for applicants from other institutions. The reviewers evaluate and discuss the applicant's materials for their content and compliance with the afore stated entrance parameters.   An additional level of scrutiny is given to those applicants who received their pre-professional degree from other institutions to ensure that the necessary NAAB PC/SC not typically covered in the Fairmont State M. Arch curriculum have been met. Part-two of the Applicant Evaluation Form is used to document the evaluation of PC/SC fulfilled at another institution.   If it is determined that there are deficiencies in meeting the criteria, remedial coursework and/or other structured experiences will be required to ensure that all PC/SC have been adequately met before the M. Arch degree is granted.   If all of the application materials are found to be satisfactory, the applicant may also be interviewed in person, by phone, or via other electronic media, if

deemed necessary.   After a successful interview, the applicant will be offered admission noting any potential remedial courses that may be required and/or any waivers or advanced standing that may be granted based on the applicant's pre-professional education and professional experience.   If significant remedial work is required, the student will be informed that their individual program of study will require more than the typical three semesters to complete at Fairmont State.

PDFs of the student's completed application, evaluation form, and letter of admission are created by the Office of Admissions and maintained in the university's Banner Student Information System.   A hard-copy of the application materials for each successful applicant is also maintained in the Office of the Director of the Graduate Program in Architecture.

See Evaluation Forms Part I and Part II below:

# Master of Architecture Applicant Evaluation Form - Part I - General Requirements

**2021-11**

Name_____ID No._____

Address_____

_____

Phone_____Email_____

Undergraduate Institution_____Degree_____

Graduation Date_____ Official Transcripts(Y/N) _____GPA_____

GRE_____ TOEFL_____

1. Recommendation Letter (type/comments) _____

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2. Recommendation Letter (type/comments) _____

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3. Recommendation Letter (type/comments) _____

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Portfolio (comments) _____

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Letter of Intent (comments)

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Additional Comments_____

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# Master of Architecture Applicant Evaluation Form - Part II – PC/SC 2021-11

Name_____ ID No._____

Address_____

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Phone_____ Email_____

Undergraduate Institution_____Degree_____

Graduation Date_____ Official Transcripts(Y/N) _____GPA_____

Received SPC Matrix(Y/N) _____Require Syllabi (Y/N) _____

Comments _____

## 2020 PC/SC – Fairmont State M. ARCH Courses/Experiences + Evaluations & Comments

**PC.1 Career Paths**—How the program ensures that students understand the paths to becoming  licensed as an architect in the United States and the range of available career opportunities that utilize the discipline's skills and knowledge.
[ ] Met  [ ] Not Met    Comments_____

**PC.2 Design**—How the program instills in students the role of the design process in shaping the  built environment and conveys the methods by which design processes integrate multiple factors,  in different settings and scales of development, from buildings to cities.
[ ] Met  [ ] Not Met    Comments_____

**PC.3 Ecological Knowledge and Responsibility**—How the program instills in students a  holistic understanding of the dynamic between built and natural environments, enabling future   architects to mitigate climate change responsibly by leveraging ecological, advanced building  performance, adaptation, and resilience principles in their work and advocacy activities.
[ ] Met  [ ] Not Met    Comments_____

**PC.4 History and Theory**—How the program ensures that students understand the histories and  theories of architecture and urbanism, framed by diverse social, cultural, economic, and political  forces, nationally and globally.
[ ] Met  [ ] Not Met    Comments_____

**PC.5 Research and Innovation**—How the program prepares students to engage and  participate in architectural research to test and evaluate innovations in the field.
[ ] Met  [ ] Not Met    Comments_____

**PC.6 Leadership and Collaboration**—How the program ensures that students understand  approaches to leadership in multidisciplinary teams, diverse stakeholder constituents, and  dynamic physical and social contexts, and learn how to apply effective collaboration skills to solve  complex problems.
[ ] Met  [ ] Not Met    Comments_____

**PC.7 Learning and Teaching Culture**—How the program fosters and ensures a positive and  respectful environment that encourages optimism, respect, sharing, engagement, and innovation  among its faculty, students, administration, and staff.
[ ] Met  [ ] Not Met    Comments_____

**PC.8 Social Equity and Inclusion**—How the program furthers and deepens students'  understanding of diverse cultural and social contexts and helps them translate that understanding   into built environments that equitably support and include people of different backgrounds,  resources, and abilities.
[ ] Met  [ ] Not Met    Comments_____

# Master of Architecture Applicant Evaluation Form - Part II – PC/SC 2021-11

**SC.1 Health, Safety, and Welfare in the Built Environment**—How the program ensures that students understand the impact of the built environment on human health, safety, and welfare at multiple scales, from buildings to cities.
[ ] Met  [ ] Not Met    Comments_____

**SC.2 Professional Practice**—How the program ensures that students understand professional ethics, the regulatory requirements, the fundamental business processes relevant to architecture practice in the United States, and the forces influencing change in these subjects.
[ ] Met  [ ] Not Met    Comments_____

**SC.3 Regulatory Context**—How the program ensures that students understand the fundamental principles of life safety, land use, and current laws and regulations that apply to buildings and sites in the United States, and the evaluative process architects use to comply with those laws and regulations as part of a project.
[ ] Met  [ ] Not Met    Comments_____

**SC.4 Technical Knowledge**—How the program ensures that students understand the established and emerging systems, technologies, and assemblies of building construction, and the methods and criteria architects use to assess those technologies against the design, economics, and performance objectives of projects.
[ ] Met  [ ] Not Met    Comments_____

**SC.5 Design Synthesis**—How the program ensures that students develop the ability to make design decisions within architectural projects while demonstrating synthesis of user requirements, regulatory requirements, site conditions, and accessible design, and consideration of the measurable environmental impacts of their design decisions.
[ ] Met  [ ] Not Met    Comments_____

**SC.6 Building Integration**—How the program ensures that students develop the ability to make design decisions within architectural projects while demonstrating integration of building envelope systems and assemblies, structural systems, environmental control systems, life safety systems, and the measurable outcomes of building performance.
[ ] Met  [ ] Not Met    Comments_____

**Summary Evaluation / Remedial Courses and Experiences Required (if any)**

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