

Evaluation of Pre-professional/Preparatory Education 2024-09

The evaluation of preparatory education for applicants to the NAAB Accredited Master of Architecture degree 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. This includes: A completed university application form; official college transcripts that show the completion of, or pending completion of, a Bachelor of Science in Architecture, a Bachelor of Arts in Architecture, or an equivalent degree; Letters of Recommendation (LOR), a Letter of Intent (LOI); and a portfolio of design/creative work. Graduate Review Examination (GRE) scores are *not* currently required but may be in the future.

The Architecture program 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. Applicants with a GPA ranging from 2.5 to 2.75 may be considered for *Provisional Admission* at a reduced course load until their GPA improves if space allows. Any exceptions to these averages are determined on a case-by-case basis upon review and consideration of all aspects of an application.

Special considerations for international applicants: Transcripts from outside the United States require an official course-by-course evaluation to be sent to Fairmont State University from an approved credentialing service, and if one's native language is not English, the applicant must also submit an official English language proficiency score. Details about these requirements and more can be found at the Fairmont State, Office for Educational Pathways for International Centers and Students:

<https://www.fairmontstate.edu/epics/admissions/default.aspx>

An additional review of preparatory education happens at the Master of Architecture program level by the program director and architecture faculty. Applicants who have completed the Bachelor of Science in Architecture at Fairmont State University are known to have already received a foundation in, and have partially fulfilled certain NAAB, Program Criteria (PC) and Student Criteria (SC) that will be subsequently fully fulfilled and completed during the Master of Architecture degree program.

Applicants to the M. Arch program who received their pre-professional degree from an institution other than Fairmont State, will have their transcript reviewed for compliance with the PC/SC covered in the BS Arch degree at FSU. Applicants will also be asked to submit course descriptions to determine content. If there are still questions regarding content, specific syllabi may also be requested. A PC/SC Matrix from the applicant's institution if available may also be helpful in making the evaluations.

The program director and architecture faculty also review the other application materials that have been submitted: 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 the applicant's qualifications. The program also reviews the applicant's portfolio of creative/design work; and the Letter of Intent (LOI) summarizing the student's writing ability and aspirations for pursuing the Master of Architecture degree in general and at Fairmont State University specifically.

The Master of Architecture Program Director, in collaboration with the Architecture program faculty, record their assessment of the application materials and findings on an Applicant Evaluation Form. The form consists of one page for Fairmont State applicants, with an additional page for applicants from other institutions to record the evaluation of their coursework for compliance with the PC/SC content covered in Fairmont State's BS Arch degree.

If it appears that an outside applicant is lacking any preparatory PC/SC content, this will be communicated to them, and they will be allowed to provide additional supporting evidence if they wish to contest the findings. If they agree with the findings, a plan of additional coursework to meet the requirements will be specified along with a notation of any additional time that might be required to complete the M Arch degree. This plan will be communicated to the applicant along with their admissions letter so that they can plan accordingly. If there are any additional questions regarding the admission of an applicant, the program may request an interview either in person, by phone, or via a video conference.

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 *Slate* database. 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 Applicant Evaluation Forms Part I and Part II below:

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

2024-09

Name _____ ID No. _____

Address _____

Phone _____ Email _____

Undergraduate Institution _____ Degree _____

Graduation Date _____ Official Transcripts(Y/N) _____ GPA _____

GRE _____ TOEFL _____ Other Evaluations _____

1. Recommendation Letter (comments) _____

2. Recommendation Letter (comments) _____

3. Recommendation Letter (type/comments) _____

Letter of Intent (comments) _____

Portfolio (comments) _____

Notable Work Experience / Additional Comments _____

Master of Architecture Applicant Evaluation Form - Pt II – Preparatory Education

2024-09

Name _____ ID No. _____

Require Course Descriptions (Y/N) _____ Require Syllabi (Y/N) _____

Fairmont State Pre-professional BS ARCH Courses + Evaluations/Equivalencies

The following is a listing of FSU courses that introduce and at least partially fulfill NAAB Student and Program Criteria along with an evaluation of your matching pre-professional degree transcript and the courses (if any) that you will be required to take in addition to the standard Master of Architecture curriculum.

Courses	Credits	Equivalent Courses
ARCH 1000 Design Fundamentals I (free-hand drawing)	[4]	_____
ARCH 1050 Design Fundamentals II (intro to software)	[4]	_____
ARCH 2000 Design I (Foundational Design)	[4]	_____
ARCH 2050 Design II (Foundational Design)	[4]	_____
ARCH 3000 Design III (Site Emphasis)	[6]	_____
ARCH 3050 Design IV (Urban Conditions)	[6]	_____
ARCH 4000 Design V (Technology Emphasis)	[6]	_____
ARCH 4050 Design VI (Design/Build Emphasis)	[6]	_____
ARCH 2010 History I (Beginnings - 1400)	[3]	_____
ARCH 2020 History II (1400 - present)	[3]	_____
ARCH 2060 Building Technology I	[4]	_____
ARCH 4060 Building Technology II	[4]	_____
ARCH 4030 Mechanical & Electrical Systems	[4]	_____
MECH 1100 Statics	[3]	_____
MECH 2200 Strengths of Materials	[4]	_____
CIVL 2290 Introduction to Structures	[3]	_____

Additional Comments _____

_____ Use Additional Page if required