The College of Architecture is part of the Sam Fox School of Design & Visual Arts

http://samfoxschool.wustl.edu
https://inside.samfox.wustl.edu

SAM FOX SCHOOL REGISTRAR’S OFFICE
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ACADEMIC CALENDAR
Refer to the University-wide calendar at registrar.wustl.edu for a list of the dates and deadlines applicable to the semester.

DEADLINES
Deadlines are not negotiable and failure to meet them will result in consequences, up to and including failing grades, and postponement of graduation.

STUDENT CONDUCT
Students are expected to comply with the rules and regulations of the University. See “Compliance and Policies” available at https://wustl.edu/about/compliance-policies/ for more information. Additional information is available in the Washington University Undergraduate Bulletin available at http://bulletin.wustl.edu/undergrad/.

SAM FOX SCHOOL OF DESIGN & VISUAL ARTS
grievance procedures
The dynamic and creative studio culture at the heart of the Sam Fox School strives to be safe and inclusive for all members of our community. Our faculty, staff, and students join together in their commitment to creating learning environments of mutuality and respect. When concerns or disagreements arise about conduct, grading, or other matters in the College of Art and Architecture, policies exist for pursuing proper resolution.

Grade Dispute Policy
The Sam Fox School aims to provide each student with a fair assessment of their academic work and studio. Students have the right to dispute their overall course grade (not individual assignments) if they believe that grade does not accurately reflect the quality of their work. A grade dispute must be submitted to the faculty member who assigned the grade within 30 days of receipt of the grade. The School stresses that every effort to resolve this dispute be made by the faculty and student involved. A student’s eligibility for advancement in sequential coursework requires timely resolution of the grade dispute. If the student is a graduation candidate, the dispute process must comply with the Intent to Graduate submission deadlines set forth by the Office of the University Registrar or the degree conferred will be delayed by one semester or until resolved.

1. The student presents their question about the grade to the faculty member who assigned the grade. The student presents their question about the grade in writing to their faculty member clearly stating the reasons for questioning the grade.

2. The faculty member and the student review grading procedures as stated in syllabus and determining factors in the student’s grade.

3. If the case is not resolved between student and faculty the student may put their complaint in writing with supporting evidence to the Chair of the academic program with a copy to faculty member involved with the dispute. The student should provide all the course syllabus and materials relevant to the assigned grade within two weeks of the complaint. If a conflict of interest exists between the student and the chair (e.g., the Chair is teaching the course), the case will be referred to another Chair in the School or the Director of the College.

4. The Chair of the academic program will review the materials. The Chair will resolve the dispute working with the faculty member and student to arrive at a determination.

Integrity and Ethical Conduct
Washington University (Sam Fox School of Design and Visual Arts) is committed to the highest ethical and professional standards of conduct as an integral part of its mission, the promotion of learning. To achieve this goal, the university relies on each community member’s ethical behavior, honesty, integrity and good judgment. Each community member should demonstrate respect for the rights of others. Each community member is accountable for his/her actions.

Washington University policies state that members of the University community can expect to be free from discrimination and harassment. Students, faculty, staff, and outside organizations working on campus are required to abide by specific policies prohibiting harassment, which are posted on the Compliance & Policies page of the University’s website.

Should a situation arise where a member of our community believes they have cause to file a grievance and there are two categories of grievance to consider: academic and non-academic. Academic grievances can either be when a student challenges a course grade, or when a fellow student or faculty member feels a matter of academic integrity is at issue.

Student grievances filed to challenge a grade the student feels has been given incorrectly must follow the procedures outlined in the Grade Dispute policy above.

Academic Integrity grievances are made when a faculty member or fellow student feels a student has compromised the environment of honesty and ethics in the School. Academic Integrity infractions follow the procedures laid out in Sam Fox School and University policies and are managed in the Sam Fox School by the Academic Integrity Officer, Senior Assistant Dean Anne Carter. Please refer to Washington University’s Academic Integrity Statement for additional information.

Non-Academic
If a member of our academic community feels the ethical and safe environment of the classroom has been compromised, for whatever reason, they may seek guidance through the School’s Faculty Student Mediator, Professor Jeff Pike. Students may also consult with the Dean of Students, the University Ombudsperson, or the Assistant Dean of Students.

Washington University’s Grievance Policy and Procedures for Allegations by Undergraduate Students Against Faculty:

In addition, University Resources available for support include the following:

- Title IX Issues/Sexual Harassment
- Mental Health Concerns
- Drug and Alcohol Concerns
- Immediate Physical/Mental Health Concerns
- Diversity and Inclusion, Bias Concerns
- Graduate Student Ombudsperson

DEGREE REQUIREMENTS
Class of 2022 and earlier

Students must fulfill the following degree requirements:

A. Foundation Courses

1. Drawing
3. Sam Fox Electives (2 courses): students must complete 6 units in Sam Fox Commons, Architecture, Art or Design Electives.

B. Requirements

1. Writing: An approved writing course is required in the first year. Transfer students must fulfill the writing requirement by taking an approved writing course or by review of a writing portfolio. For more information, go to https://collegewriting.wustl.edu/frequently-askedquestions. 3 units.

Every student must demonstrate proficiency in reading and writing the English language and must begin to develop mature skills in framing and revising arguments by completing course work as determined by the Department of English with a grade of C- or better. Transfer students must fulfill the Writing requirement by taking an approved writing course or by review of a writing portfolio. For more information, go to https://collegewriting.wustl.edu/facq. 3 units.

2. Calculus (Natural Sciences/Math): Students must complete course at Washington University in St. Louis with a grade of C- or better. May not be taken with P/F option.

3. Physics (Natural Sciences/Math): Students must complete course at Washington University in St. Louis with a grade of C- or better. May not be taken with P/F option.

4. Art History (History of Western Art, Architecture and Design) L01 113: Students must complete course with a grade of C- or better. May be taken with P/F option.

5. Art History (Introduction to Modern Art, Architecture & Design) L01 215: Students must complete course with a grade of C- or better. May not be taken with P/F option.

6. Humanities (3 units): Humanities courses examine the human condition as it has been documented and expressed in both past and contemporary times. This area includes courses from Literature (both in English and other languages), Classics, History, Philosophy, and Religious Studies, as well as some courses in the creative arts such as Dance, Drama, Music and Writing. Courses designated “Arch: HUM” fulfill a humanities requirement.

7. Social & Behavioral Sciences (3 units): These courses use quantitative and qualitative observation to explore the social environment, relationships with society, and forms of human behavior. This area includes courses from Anthropology, Economics, Education, International & Area Studies, Political Science, and Psychology, and courses from other areas, including interdisciplinary
ARCHITECTURE

DEGREE REQUIREMENTS

Class of 2023 and later

Students must fulfill the following degree requirements:

A. Foundation Courses

B. Requirements
1. Writing: Every student must demonstrate proficiency in reading and writing the English language and must begin to develop mature skills in framing and revising arguments by completing course work as determined by the Department of English with a grade of C- or better. Transfer students must fulfill the Writing requirement by taking an approved writing class or by review of a writing portfolio. For more information, go to http://www.samfoxschool.wustl.edu/node/4125.

2. Calculus (Natural Sciences/Math): Students must complete course at Washington University in St. Louis with a grade of C- or better. May not be taken with P/F option.

3. Physics (Natural Sciences/Math): Students must complete course at Washington University in St. Louis with a grade of C- or better. May not be taken with P/F option.

4. Art History (History of Western Art, Architecture & Design) L01 113: Students must complete course with a grade of C- or better. May be taken with P/F option.

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6. Humanities (3 units): Humanities courses examine the human condition as it has been documented and expressed in both past and contemporary times. This area includes courses from Literature (both in English and other languages), Classics, History, Philosophy, and Religious Studies, as well as some courses in the creative arts such as Dance, Drama, Music and Writing. Courses designated “Arch: HUM” fulfill a humanities requirement.

7. Social & Behavioral Sciences (3 units): These courses use quantitative and qualitative observation to explore the social environment, relationships with society, and forms of human behavior. This area includes courses from Anthropology, Economics, Education, International & Area Studies, Political Science, and Psychology, and courses from other areas, including interdisciplinary studies. Courses designated “Arch: SSC” fulfill the Social and Behavioral Sciences requirement.

B. Major Required Courses: Bachelor of Science in Architecture

Studio 39 units
Required Coursework 21 units
Electives* 30 units

*A maximum of 15 non-Washington University credits, including Advanced Placement, International Baccalaureate, and transfer is permitted.

*A maximum of 9 credits may be applied to physical education, lessons and independent studies.

Courses in University College do not count toward degree requirements.

Complete degree requirements may be found at: http://www.samfoxschool.wustl.edu/node/4125.

C. Major Required Courses: Bachelor of Science in Architecture

Studio 45 units
Required Coursework 27 units
Electives* 27 units

*A maximum of 15 non-Washington University credits, including Advanced Placement, International Baccalaureate, and transfer is permitted.

*A maximum of 9 credits may be applied to physical education, lessons and independent studies.

Courses in University College do not count toward degree requirements.

Complete degree requirements may be found at: http://www.samfoxschool.wustl.edu/node/4125.

D. Major Required Courses: Bachelor of Arts, Major in Architecture

Studio 33 units
Required Coursework 21 units
Electives* 45 units

*A maximum of 15 non-Washington University credits, including Advanced Placement, International Baccalaureate, and transfer is permitted.

*A maximum of 9 credits may be applied to physical education, lessons and independent studies.

Courses in University College do not count toward degree requirements.

Complete degree requirements may be found at: http://www.samfoxschool.wustl.edu/node/4125.

Additional Requirements for all undergraduate students in the College of Architecture:

Each undergraduate student shall complete 122 units with a grade of D or better (or credit) and at least 30 units in advanced courses (numbered 300, 400 or 500). The 30 units in advanced courses may include the minimum number of advanced units required by the major areas of concentration. Courses required for major must be passed with a grade of C- or better.

Each student shall spend at least three semesters in full-time residence (at least 12 units per semester) at Washington University. Unless excused by the director of the College of Architecture, the student must earn the last 30 units at Washington University. The director of the College of Architecture may waive the full-time residence requirement for students who are employed full time and have completed at least 2 years of college.

Bachelor of Science in Architecture and Master of Architecture

Students who have satisfactorily completed, or who are about to complete, the Bachelor of Science requirements can apply to the Master of Architecture degree program in the Graduate School of Architecture & Urban Design by submitting an application to the Graduate Admissions Office, and by requesting a review of their undergraduate work by the Director of Graduate Admissions. Admission is not automatic, however, and requires approval from the Graduate Admissions Committee.

UNITS AND GRADES

A unit is the amount of credit given for one hour of lecture or up to three hours of studio work a week for one semester.

Undergraduate students in the College of Architecture may take one non-required course on a P/F basis each semester.

GRADE SCALE

Credit Degree Credit Grade Points Per Unit

*This grade signifies that the student has not completed part of the work of a semester (exclusive of examinations), but has satisfactorily completed the rest of the work. A student must remove a grade of I as indicated below.

The WLA grade is only for undergraduate students who withdraw from all semester coursework with an approved medical leave of absence.

MINIMUM GRADE REQUIREMENT

Undergraduate students in architecture must complete all required architecture courses with a grade of C- or better. This includes required History & Theory Research & Writing electives and required 300+ level architecture electives.

MINIMUM GRADE POINT AVERAGE

Students in the College of Architecture are required to have a minimum grade point average of 2.0 in order to graduate.

DESIGN STUDIO EVALUATIONS

In addition to grading either under the pass/fail option or the regular grade option, instructors teaching architectural design courses complete an evaluation form for each student; a copy is made available to the student, and the original is filed in the student’s folder in the Office of the Director.

INCOMPLETE COURSES

Students who, following the last day for withdrawal from courses, experience medical or personal problems that make satisfactory completion of course work unlikely may request a grade of Incomplete. Students in such a situation should take the following steps: 1. Contact the instructor before the final review or exam to discuss the request. 2. If the instructor consents, complete an Incomplete Grade Petition signed by both the instructor
and the student; and, 3. Return the signed petition to the Sam Fox School Registrar's Office for final approval.

The instructor is under no obligation to award a grade of Incomplete. The Sam Fox School Registrar's Office must review each request before a grade of Incomplete can be granted. Once granted, a grade of "I" will become a grade of "F" if the deficiency is not made up within the next two semesters of residency.

Incomplete marks in all architectural design studio courses (100 to 600 level) must be removed by the first day of classes of the following semester. Failure to remove the Incomplete will prevent the student from continuing in another architectural design course.

In all other courses the grades of I must be removed no later than the last day of classes of the next full semester. On failure to make up an I within the next semester, the student shall automatically receive an F in the course unless explicitly excused by the director. An F grade, so received, may not be changed. Students will not be allowed to continue in courses requiring prerequisites if the prerequisite has an Incomplete grade. A student who carries a grade of I in more than nine units of Incomplete work may be declared ineligible to re-enroll.

REMOVAL OF F GRADES

F grades for a semester may be changed only through the last day of classes of the following semester and then only in extraordinary circumstances. The director of the College of Architecture will approve no changes of F grades after this interval.

REPEATING A COURSE

When a student retakes a course, both enrollments will show on the transcript. If the second grade is equivalent to or better than the first grade, the first grade may be changed to R indicating the re-enrollment. If the second grade is lower, both grades will stand. Credit towards the degree will be allowed for only one of the enrollments. This policy only applies to courses taken at Washington University.

ADVANCED PLACEMENT CREDIT

A maximum of 15 units if pre-matriculation credit may be counted towards any undergraduate degree. These units will count towards graduation but will not meet general education requirements. For more information, review the ‘Sam Fox School Advanced Placement Procedures’ at http://art.wustl.edu/student_resources/forms.

TRANSFER CREDIT

A maximum of 15 units of pre-matriculation or non-Washington University transfer credit may be counted towards any undergraduate degree. These units will count towards graduation but will not meet general education requirements. Students wishing to transfer credit for coursework completed at another institution must bring a full course description and/or syllabus to the Sam Fox School Registrar’s Office for pre-approval. Only with pre-approval and upon receipt of an official transcript indicating a grade of "C" or better will courses be considered for transfer. Grades for transfer courses will not appear on the student’s Washington University transcript and do not figure into the student’s grade point average. College courses taken to fulfill high school graduation requirements will not be considered for transfer credit. Washington University does not transfer credits for courses taken online.

Transfer credit cannot be used to fulfill the Calculus I requirement.

The Sam Fox School Registrar’s Office evaluates transcripts of incoming transfer students. Upon review, credit may be awarded and students will be notified of their status.

No transfer credit will be accepted for courses taken while a student is suspended from Washington University for violations of the University Student Judicial Code or Academic Integrity policy.

Students deferring admission or taking a gap year are not eligible to earn transfer credit.

MAXIMUM AND MINIMUM LOADS

Undergraduate students will normally enroll in 15-16 units each semester.

Students should not enroll in more than 18.5 units without obtaining the permission of the undergraduate program chair.

An enrollment above 21 units will be charged at the established university rate per hour of the additional units and must be approved by the director or undergraduate program chair.

Full-time students must be registered for a minimum of 12 units. Partial load enrollment is possible when circumstances warrant it and requires the permission of the director.

COURSE ENROLLMENT MINIMUMS

Each course must have a minimum enrollment of 8 students or it will be canceled.

SEMINARS

The maximum enrollment in Seminars (unless otherwise noted) is 12 unless granted approval by either the graduate program chair or the director.

WORKSHOPS

Each semester a changing selection of one-unit workshops in materials and graphic techniques is offered. Students are encouraged to enroll in these workshops as a supplement to their general curriculum. However, no more than one workshop is permitted in any given semester, and no more than three total throughout a student’s study program, without special permission of the director.

SAM FOX SCHOOL UNDERGRADUATE STUDY ABROAD PROGRAMS

The Sam Fox School has undergraduate study abroad programs that draw on the rich traditions as well as the contemporary design strengths in carefully selected locations. The programs are led by faculty from the Sam Fox School. Each program leverages its unique location by inviting local artists, designers, and architects to serve as instructors and visiting lecturers, incorporating local sites into course assignments and studio projects, and arranging numerous excursions to nearby sites and cities. All Sam Fox School programs work hand-in-hand with the School’s curriculum to ensure that students can study abroad while earning required degree units. For more information about these programs, visit the Sam Fox School website at http://samsfoxschool.wustl.edu/node/4133.

PREREQUISITES

Students enrolling in seminars or workshops without the necessary prerequisites must seek permission from the instructor. Students from outside Architecture seeking enrollment in Furniture Design courses or one-credit workshops must have the permission of the instructor; registration without this permission does not guarantee placement in the course.

INDEPENDENT STUDY

Opportunities for independent study are available to all undergraduate students. Registration in an independent study requires the student to submit a written proposal and obtain the approval of the sponsoring faculty member, the advisor, and their program chair. This must be completed by the course ADD deadline. Proposals submitted to the Sam Fox School Registrar’s Office past the deadline will not be considered.

Three units (juniors & seniors) and 1 unit (first and second-year students) maximum can be taken per semester. Independent study courses cannot replace architectural design studios or other required courses. Most proposals granted are 1 unit.

ABSENCE RULE

Regular attendance at all classes and studio meetings is expected. If, in the opinion of the advanced placement, a student has accumulated absences to such an extent as to preclude the possibility of satisfying the course requirements, the student’s registration in that course will be cancelled, subject to the approval of the director.

LEAVE OF ABSENCE (LOA)

Students may request a voluntary leave of absence for a maximum of one year or two semesters when individual circumstances, professional, medical or personal, warrant it. Petitions are reviewed and approved by the Sam Fox School Registrar’s Office. Any requests extending beyond one year will be reviewed on a case-by-case basis. In addition to a written petition, students requesting a medical leave of absence must submit a letter of verification from the Director of Student Health Services. Students returning from a Leave of Absence must submit a written letter stating their intention to re-enroll by July 1st (returning in the fall semester) or December 1st (returning in the spring semester). In the case of a medical leave of absence, a letter of clearance is required from the Habif Health & Wellness Center before a student will be permitted to re-enroll.

International students requesting a leave of absence must contact their assigned advisor at the Office for International Students & Scholars (OISS) to discuss how the leave might affect their visa status.

Students who are on a leave or absence for medical, mental health, academic, family personal or any other reason are not eligible to participate in a registered student group, hold a student group leadership position, or attend/plan a student group sponsored event as a representative of said student group. Depending on the type of leave and any corresponding policy restrictions, students on a leave of absence may or may not be able to attend campus wide events as a guest of a current Washington University student.

FINANCIAL OBLIGATIONS

Students are responsible for fulfilling their financial obligations to the university. If a student account becomes overdue, a late payment fee will be assessed and a hold will be placed on the student’s account. Students with a poor payment history may be restricted from utilizing certain payment options or receiving tuition remission until course credit has been earned. Non-payment of tuition and other expenses due the university will be cause for exclusion from class or refusal of graduation, further registration, or transfer of credit. In addition, students are liable for any costs associated with the collection of their unpaid bills, including but not limited to collection agency costs, court costs, and legal fees. Past due amounts can also be reported to a credit bureau.

WITHDRAWALS AND REFUNDS

A written request for a refund must be submitted to the Sam Fox School Registrar’s Office for consideration. Approval is required to officially withdraw from the University. Tuition adjustments will be processed based on information received and according to the schedule below. Tuition refund checks will be issued only after the 4th week of classes each semester. Materials fees for College of Architecture courses will not be refunded after the course drop deadline for a semester. For any student whose medical condition makes attendance for the balance of the semester impossible or medically inadvisable, the University will make a pro rata refund of tuition, as of the date of withdrawal when that date occurs prior to the 12th week, provided that the condition is verified by the University Student Health and Counseling Service or a private physician. The date of withdrawal
ARCHITECTURE

may correspond to the date of hospitalization or the date on which the medical condition was determined.

Withdrawal Date Refund
within 1st or 2nd week of classes 100%
within 3rd or 4th week of classes 80%
within 5th or 6th week of classes 60%
within 7th or 8th week of classes 40%
within 9th or 10th week of classes 0%
within 10th or week of classes 0%

SUMMER WITHDRAWALS AND REFUNDS
The Sam Fox School reserves the right to cancel a course if it has not enrolled enough students before the first day of class. If a course is canceled, all enrolled students will be notified, dropped from the class, and will not be charged tuition and fees.

If a course is not canceled, a student may be released from their obligation to pay full tuition and fees by canceling their registration according to the schedule below.

Withdrawal Date Refund
Prior to the first class meeting 100% tuition + fees
Prior to 15% of published meeting dates 80%
Prior to 30% of published meeting dates 60%
Prior to 45% of published meeting dates 40%
After 61% of published meeting dates No refund

Requests for refunds must be made in writing to the Sam Fox School Registrar’s Office.

Students may drop a course without penalty through the 80% tuition refund deadline and may withdraw from a course through the 40% tuition refund deadline.

Satisfactory Progress Toward a Degree
Students are expected to proceed at a pace which enables them to finish their degree within the appropriate time limit. For undergraduates this is usually eight semesters.

Academic Probation and Suspension
A student whose semester grade point average is below 2.0 (grade of “C” or who fails below a “pass” of 66 2/3% (number of units earned divided by the number of units attempted) will be placed on academic probation. If, after the following semester, the semester grade point average is still below 2.0 or the pace is below 66 2/3%, the student may be ineligible for normal advancement or may be suspended. While the College desires to give all students the opportunity to prove themselves, it is not in the best interest of either the student or the College to permit a student to continue indefinitely in educational programs in which they are not producing satisfactory results.

Probation serves as a warning that unless the quality of work improves, the student may be subject to suspension. A student suspended for academic deficiency will not be eligible for readmission until they can demonstrate, under the conditions set for each individual case, their ability to do satisfactory work. In support of the student, the Sam Fox School Registrar’s Office will work with the student to develop a plan for success. To succeed, the student must understand the cause(s) of their current situation, identify what needs to change, and implement and review a plan. The student is required to meet regularly with the Associate Dean of Students to review progress. Failure to make these meetings will result in a “HOLD” being placed on the student’s record.

First Academic Probation: The first time a student qualifies for probation, they are placed on Academic Probation. Students placed on Academic Probation are sent a letter informing them of this action.

Second Academic Probation: The second time a student qualifies for probation, they are placed on Second Academic Probation. Students placed on Second Academic Probation are sent a letter informing them of this action. A copy of this letter is sent to the parent(s)/legal guardian(s).

Special Academic Probation: A student is placed on Special Academic Probation when their earned semester “pace” or grade point average is below the terms of Satisfactory Academic Progress because of outstanding grades or incompletes. Once all grades are received, their record is reviewed to determine satisfactory or probationary status.

The third time a student qualifies for probation, they will be suspended. A letter is sent to the student and their parent(s)/legal guardian(s) informing them of this action. The student is not allowed to enroll in any classes at Washington University while suspended, including University College. If the suspended student would like to return to the university in the future, they must apply, and be approved, for reinstatement. If the student fails to achieve and maintain satisfactory academic progress after reinstatement, they will be dismissed.

A student who wishes to appeal their suspension must present a written appeal within 48 hours of receiving notification stating the reason(s) why they believe their situation should be reconsidered. This statement should be sent by email to Kris Baldwin, Senior Assistant Dean & Registrar (kbaldwin@wustl.edu). In this statement, the student must explain why the unsatisfactory academic performance occurred and, if they are allowed to return, what they would do differently.

The student must then attend an appeal hearing. The student’s academic record, written appeal, and any other factors the student may wish to discuss are considered by a faculty committee. After the appeal hearing, the student is informed of the committee’s decision within 48 hours. Actions may include academic probation, a required leave of absence for one or two semesters, suspension, or termination from the program. Should the student wish to appeal, a written request must be sent within 48 hours of receiving the committee’s decision to the dean of the Sam Fox School makes the final determination.

If the appeal is successful, the student is placed on Special Academic Probation and allowed to enroll in classes. If the appeal is unsuccessful, the student’s programs of study will be closed and their classes dropped for the following semester. Suspended students may apply for re-enrollment at a future time although there is no guarantee they will be allowed to return.

Academic Honors
Dean’s List: In recognition of exceptional scholarship, first-year, sophomore, junior and senior architecture students who have earned at least 14 credit hours under the letter grade option (excludes courses taken pass/fail or audit) and earned a grade point average of 3.5 or higher during a semester will be cited on the Dean’s List.
Latin Honors: Graduating students may also be considered for Latin Honors (cum laude, magna cum laude, or summa cum laude) as determined by academic performance.

Intent to Graduate
Every candidate for a degree is required to file an “Intent to Graduate” in WebSTAC in order to participate in Commencement exercises. The deadlines for filing are posted at WebSTAC with the online Intent form.

Minor Declaration
Students declare their architecture minor by using the University’s online registration system (WebSTAC).

Grading for Minors
Students must receive a grade of “C-” or better to earn credit.

Minors
The requirements for all minors offered by the College of Architecture may be viewed at:
http://samfoxschool.wustl.edu/node/4126

Minor in Architecture
The Minor in Architecture is open to all students at Washington University in St. Louis, regardless of their Major. Students interested in the Minor in Architecture should contact Catalina Freixas, the designated Minor Advisor.

Minor in Architectural History and Theory
The Minor in Architectural History is open to all students at Washington University in St. Louis, regardless of their Major. Interested students should contact Shantelle Blakley, the designated Minor Advisor.

Minor in Landscape Architecture
The Minor in Landscape Architecture is for students who will be receiving either a Bachelor of Science in Architecture degree or a Bachelor of Arts with a Major in Architecture degree. Interested students should contact Eric Ellingsen, the designated Minor Advisor.

Minor in Urban Design
The Urban Design minor is for students who will be receiving either a Bachelor of Science in Architecture Degree or a Bachelor of Arts with a Major in Architecture degree. Students interested in the Minor in Urban Design should speak directly with Petra Kempf, the designated Minor Advisor.

Additional Information
Students should check the current course descriptions carefully to verify their eligibility to enroll in courses that have specific prerequisites. Since the course offerings in architectural history vary each semester, students should consult the current Course Listings and their advisor.

Retention of Student Work
The College of Architecture reserves the right to retain any student work submitted for course credit. Normally this work will be returned to the student at the end of the semester, except that which has been retained for publications, exhibitions, or accreditation reviews. It is highly recommended that students photographically reproduce their work or electronically store their work in order to keep a record of their work.
The Graduate School of Architecture & Urban Design is part of the Sam Fox School of Design & Visual Arts.

http://samfoxschool.wustl.edu
https://insidesamfox.wustl.edu

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SAM FOX SCHOOL OF DESIGN & VISUAL ARTS
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1. The student presents their question about the grade in writing to their faculty member clearly stating the reasons for questioning the grade.
2. The faculty member and the student review grading procedures as stated in syllabus and determining factors in the student’s grade.
3. If the case is not resolved between student and faculty the student may put forth their complaint in writing with supporting evidence to the Chair of the academic program with a copy to faculty member involved with the dispute. The student should provide all the course syllabus and materials relevant to the assigned grade within two weeks of the complaint. If a conflict of interest exists between the student and the chair (e.g. the Chair is teaching the course), the case will be referred to another Chair in the School or the Director of the College.
4. The Chair of the academic program will review the materials. The Chair will resolve the dispute working with the faculty member and student to arrive at a determination.

Integrity and Ethical Conduct
Washington University (Sam Fox School of Design and Visual Arts) is committed to the highest ethical and professional standards of conduct as an integral part of its mission, the promotion of learning. To achieve this goal, the university relies on each community member’s ethical behavior, honesty, integrity and good judgment. Each community member should demonstrate respect for the rights of others. Each community member is accountable for his/her actions.

Washington University policies state that members of the University community can expect to be free from discrimination and harassment. Students, faculty, staff, and outside organizations working on campus are required to abide by specific policies prohibiting harassment, which are posted on the Compliance & Policies page of the University’s website.

Should a situation arise where a member of our community believes they have cause to file a grievance there are two categories of grievance to consider, academic and non-academic. Academic grievances can either be when a student challenges a course grade, or when a fellow student or faculty member feels a matter of academic integrity is at issue.

Student grievances filed to challenge a grade the student feels has been given incorrectly must follow the procedures outlined in the Grade Dispute policy above.

Academic Integrity grievances are made when a faculty member or fellow student feels a student has compromised the environment of honesty and ethics in the School. Academic Integrity infractions follow the procedures laid out in Sam Fox School and University policies and are managed in the Sam Fox School by the Academic Integrity Officer, Senior Assistant Dean Cris Baldwin. Please refer to Washington University’s Academic Integrity Statement for additional information.

Non-Academic
If a member of our academic community feels the ethical and safe environment of the classroom has been compromised, for whatever reason, they may seek guidance through the School’s Faculty Student Mediator, Professor Jeff Pike. Students may also consult Washington University’s Grievance Policy and Procedures for Allegations by Undergraduate Students Against Faculty.

In addition, University Resources available for support include the following:
- Title IX Issues/Sexual Harassment
- Mental Health Concerns
- Drug and Alcohol Concerns
- Immediate Physical/Mental Health Concerns

DEADLINES
Deadlines are not negotiable and failure to meet them will result in consequences, up to and including failing grades, and postponement of graduation.

UNITS AND GRADES
A unit is the amount of credit given for one hour of lecture or up to three hours of studio work a week for one semester.

Graduate students in the Graduate School of Architecture & Urban Design may take one non-required course pass/fail each semester.

GRADE SCALE
Credit Grade Points Per Unit
A+ 4.0
A 4.0
A- 3.7
B+ 3.3
B 3.0
B- 2.7
C+ 2.3
C 2.0
C- 1.7
D+ 1.3
D 1.0
D- 0.7
F 0.0

MINIMUM GRADE REQUIREMENT
Students in the Graduate School of Architecture & Urban Design must complete all required courses with a grade of C- or better. This includes required History & Theory, Urban Issues, MUD and Ecological Systems electives.

Students who receive grades lower than C- in a required course or studio may be required to take a leave of absence before being allowed to return to repeat the course or studio in the following academic year.

MINIMUM GRADE POINT AVERAGE
Master’s students in the Graduate School of Architecture & Urban Design are required to have a minimum grade point average of 2.7 in order to graduate.

INCOMPLETE COURSES
Students who, following the last day for withdrawal from courses, experience medical or personal problems that make satisfactory completion of course work unlikely may request a grade of Incomplete. Students in such a situation should take the following steps: 1. Contact the instructor before the final review or exam to discuss the request; 2. If the instructor consents, complete an Incomplete Grade Petition signed by both the instructor and the student; and, 3. Return the signed petition to the Sam Fox School Registrar’s Office for final approval.

The instructor is under no obligation to award a grade of Incomplete. The Associate Dean of Students must review each request before a grade of Incomplete can be granted. Once granted, a grade of “I” will become a grade of “F” if the deficiency is not made up within the next two semesters of residency.

Incomplete marks in all architectural design studio courses (100 to 600 level) must be removed by the first day of classes of the following semester. Failure to remove the Incomplete will prevent the student from continuing in another architectural design course.

In all other courses the grades of I must be removed no later than the last day of classes of the next full semester. On failure to make up an I within the next semester, the student shall automatically receive an F in the course unless explicitly excused by the director. An F grade, so
received, may not be changed. Students will not be allowed to continue in courses requiring prerequisites if the prerequisite has an incomplete grade. A student who carries more than nine units of incomplete work may be declared ineligible to re-enroll.

REMOVAL OF F GRADES
F grades for a semester may be changed only through the last day of classes of the following semester and then only in extraordinary circumstances. The Director of the Graduate School of Architecture & Urban Design will approve no changes of F grades after this interval.

REPEATING A COURSE
When a student retakes a course, both enrollments will show on the transcript. If the second grade is equivalent to or better than the first grade, the first grade may be changed to R indicating the re-enrollment. If the second grade is lower, both grades will stand. Credit towards the degree will be allowed for only one of the enrollments. This policy only applies to courses taken at Washington University.

MAXIMUM AND MINIMUM LOADS
Graduate students are not permitted to enroll in more than 18 credits per semester. Increased credit waivers are granted for required English language courses. An enrollment above 21 units will be charged at the established university rate per hour of the additional units and must be approved by the director or graduate program chair. Required English language courses will not incur additional tuition charges.

ENGLISH LANGUAGE SUPPORT COURSES
All incoming international students will be automatically enrolled in English Language Support courses. Students will be reviewed during the first week of classes and dismissed by the instructor if deemed unnecessary. Any student who needs continued support in the spring semester will be enrolled in additional workshops. These courses are required, but do not count towards degree requirements. These courses are free of charge to the student, however, any student who fails the support courses will be billed for the tuition amount.

ADJUSTMENT OF ADMISSION PLACEMENT
At the time of admission to the graduate program, students are placed within the School by the Director of Graduate Admissions and the Admissions Committee. In exceptional cases this placement may be reviewed by appeal to the Executive Committee. Such an appeal can only be made after the student has completed a body of work in the School. The Executive Committee may adjust the student’s placement, advancing the student within the design sequence and reducing the total number of unit requirements.

TRANSFER CREDIT
The Graduate School of Architecture & Urban Design does not award transfer credit at the graduate level. Instead, graduate students who have already completed part of the professional curriculum at another institution are placed upon admission at the appropriate level of the professional curriculum by the Admissions Committee.

ELECTIVES
In order to count as elective credit for master’s programs in the Graduate School of Architecture & Urban Design, a course must be at the 300 level or above.

Courses in University College do not count toward degree requirements.

Graduate students may not register for Construction Management courses in the School of Engineering & Severe Institute unless they have been admitted to the Master of Construction Management dual degree program. The only exception is T64 573 Fundamentals of Construction Management, which can be taken as an elective by any graduate student in the Graduate School of Architecture & Urban Design. Students who enroll in Construction Management courses without admission to the MCM program will be assessed additional tuition for these courses.

Before registering for an MBA course, students must submit a Request for Non MBA Student To Take an MBA Course form to the Olin Business School.

SEMINARS
The maximum enrollment in Seminars (unless otherwise noted) is 12 unless granted approval by either the graduate program chair or the director.

WORKSHOPS
Each semester a changing selection of workshops in materials and graphic techniques is offered. Students are encouraged to enroll in these workshops as a supplement to their general curriculum. However, no more than one workshop unit is permitted in any given semester, and no more than three total workshop units throughout a student’s study program, without special permission of the Program Chair.

PREREQUISITES
Students enrolling in seminars or workshops without the necessary prerequisites must seek permission from the instructor. Students from outside Architecture seeking enrollment in Furniture Design courses or one-credit workshops must have the permission of the instructor; registration without this permission does not guarantee placement in the course.

INDEPENDENT STUDY
Graduate students who wish to enroll in an independent study must submit a petition and written proposal to their sponsoring faculty member, their advisor, and the Program Chair. Approved proposals are due to the Sam Fox Registrar’s Office by the course ADD deadline for the semester. Proposals submitted to the Registrar past the deadline will not be considered.

Independent studies may be completed for 1, 2 or 3 units. A student may be enrolled in a maximum of four units of independent study per semester. Independent study courses cannot replace architectural design studios or other required courses.

CURRICULAR PRACTICAL TRAINING (CPT)
Students in the Graduate School of Architecture & Urban Design may only participate in CPT internships during the summer. CPT internships will not be approved during the fall and spring semesters.

Students participating in CPT must be enrolled in A46 590, Training and Development in Practice. Students who receive a failing in A46 590 are not eligible to participate in CPT in subsequent summers.

Units earned for A46 590 will not be counted towards the total necessary for completion of any degree.

Students interested in applying for CPT should contact the Office for International Students and Scholars (OISS) and the Sam Fox Registrar’s Office.

COURSE ENROLLMENT MINIMUMS
Each course must have a minimum enrollment of 8 students or it will be canceled.

ABSENCE RULE
Regular attendance at all classes and studio meetings is expected. If, in the opinion of the instructor, any student has accumulated absences to such an extent as to preclude the possibility of satisfying the course requirements, the student’s registration in that course will be canceled, subject to the approval of the director.

SATISFACTORY PROGRESS TOWARD A DEGREE
Students are expected to proceed at a pace which enables them to finish their degree within the appropriate time limit. All students must maintain a “pace” of 66 2/3% (number of units earned divided by the number of units attempted).

ACADEMIC PROBATION
A master’s student in the Graduate School of Architecture & Urban Design will be placed on Academic Probation under any of the following circumstances: a student has a cumulative GPA below 2.7 or a semester GPA below 2.5; a student receives a grade below B-; a student fails to make Satisfactory Academic Progress (SAP) as outlined above.

This policy applies to any semester, including summer session, in which a student is enrolled for either studio or at least 9 units.

Students on Academic Probation must successfully complete all courses for which they are enrolled and earn a semester GPA of at least 2.7. Successful completion is defined as follows: students must earn a B- or above in studio courses; students must earn a C- or above in all non-studio courses. Incompletes or Withdrawals after the drop deadline are not considered successful completions.

Additional academic expectations will be determined on an individual basis by the Chair of the student’s program. A student on Academic Probation who fails to meet the minimum established academic expectations will be suspended and may be dismissed by Faculty Committee.

A student will be taken off of Academic Probation when all of the following criteria are met: the student has raised their cumulative GPA above 2.7; the student has raised their cumulative studio GPA above 2.7; the student has no outstanding incompletes; the student has successfully retaken and passed all courses for which they had previously received non-passing grades.

A student who wishes to appeal their suspension must present a written appeal within 48 hours of receiving notification stating the reason(s) why they believe their situation should be reconsidered. This statement should be sent by email to Cris Baldwin, Senior Assistant Dean & Registrar (crisbaldwin@wustl.edu). In this statement, the student must explain why the unsatisfactory academic performance occurred and, if they are allowed to return, what they would do differently.

The student must then attend an appeal hearing. The student’s academic record, written appeal, and any other facets the student may wish to discuss are considered by a faculty committee. After the appeal hearing, the student is informed of the committee’s decision within 48 hours. Actions may include academic probation, a required leave of absences for one or two semesters, suspension, or termination from the program. Should the student wish to appeal, a written request must be sent within 48 hours of receiving the committee’s decision to the director of the student’s academic division. If appealing the director’s decision, the dean of the Sam Fox School makes the final determination.

If the appeal is successful, the student is placed on Special Academic Probation and allowed to enroll in classes. If the appeal is unsuccessful, the student’s programs of study will be closed and their classes dropped for the following semester. Suspended students may apply for re-enrollment at a future time although there is no guarantee they will be allowed to return.

GRADUATE HONORS
Graduate Honors may be awarded to students receiving the Master of Architecture, Master of Landscape Architecture, or Master of Urban Design degree as determined by academic performance.
INTENT TO GRADUATE
Every candidate for a degree is required to file an “Intent to Graduate” in WebSTAC in order to participate in Commencement exercises. The deadlines for filing are posted at WebSTAC with the online Intent form.

SAM FOX SCHOOL GRADUATE LEAVE OF ABSENCE POLICY
Graduate students in the Sam Fox School may request a voluntary Leave of Absence for up to one year (or two semesters) for individual circumstances – professional, medical or personal – warrant it. Petitions are reviewed and approved by the student’s program chair/director. Any requests extending beyond one year will be reviewed on a case-by-case basis.

Students must submit a written request for a leave of absence NO LATER than three weeks prior to the start of the upcoming semester. The deadlines for reinstatement for the 2020-2021 academic year are:
FL20: August 3
SP21: December 29

There is no guarantee that requests received after the deadline will be reviewed. If a student decides to take a leave of absence without first having received approval, they will be considered withdrawn from Washington University. If a withdrawn student wishes to return, they must submit an official request for readmission to the appropriate program chair/director. Students who withdraw from the university for longer than one year must submit an updated portfolio to be considered for readmission.

Students returning from a leave of absence must submit a written request stating their intention to enroll by April 15 (for fall) and November 15 (for spring). Withdrawn students requesting readmission must submit a written request and updated portfolio by the same deadlines.

In the case of a medical leave of absence, a letter of clearance is required from the Habif Health and Wellness Center before a student will be permitted to enroll. More information is available at http://shs.wustl.edu/FormsAndResources/Pages/Medical-Leave-of-Absence.aspx.

International students requesting a leave of absence must contact their Office for International Students and Scholars (OISS) advisor to discuss how the leave might affect their visa status.

Students who are on a leave of absence for medical, mental health, academic, family, personal or any other reason are not eligible to participate in a registered student group, hold a student group leadership position, or attend/participate in a student group sponsored event as a representative of said student group. Depending on the type of leave and any corresponding policy restrictions, students on a leave of absence may or may not be able to attend campus wide events as a guest of a current Washington University student.

TUITION ADJUSTMENTS/REDUCED CREDITS
Students must be enrolled full-time in each semester of the Master of Architecture, Master of Landscape Architecture, and Master of Urban Design programs. With prior approval to withdraw for fewer than 12 units during their final semester, they are still required to pay full-time tuition.

FINANCIAL OBLIGATIONS
Students are responsible for fulfilling their financial obligations to the university. If a student account becomes overdue, a late payment fee will be assessed and a hold will be placed on the account. Students with a poor payment history may be restricted from utilizing certain payment options or receiving tuition remission until course credit has been earned. Non-payment of tuition and other expenses due the university will be cause for exclusion from class or refusal of graduation, further registration, or transfer of credit. In addition, students are liable for any costs associated with the collection of their unpaid bills, including but not limited to collection agency costs, court costs, and legal fees. Past due amounts can also be reported to a credit bureau.

RETRIEVAL OF STUDENT WORK
Students may choose to enroll for fewer than 12 units during their final semester, they are still required to satisfactorily to fulfill NAAB-accredited program equivalences and core course requirements. If students do not waive lower-level course requirements, they are required to complete them as part of their degree requirements.

FINANCIAL OBLIGATIONS
Students are responsible for fulfilling their financial obligations to the university. If a student account becomes overdue, a late payment fee will be assessed and a hold will be placed on the account. Students with a poor payment history may be restricted from utilizing certain payment options or receiving tuition remission until course credit has been earned. Non-payment of tuition and other expenses due the university will be cause for exclusion from class or refusal of graduation, further registration, or transfer of credit. In addition, students are liable for any costs associated with the collection of their unpaid bills, including but not limited to collection agency costs, court costs, and legal fees. Past due amounts can also be reported to a credit bureau.

WITHDRAWALS AND REFUNDS
A written request for a refund must be submitted to the Sam Fox School Registrar’s Office for consideration. Approval is required to officially withdraw from University. Tuition adjustments will be processed based on information received and according to the schedule below. Tuition refund checks will be issued only after the 4th week of classes each semester. Material fees for College of Architecture courses will not be refunded after course drop deadline for the semester. For any student whose medical condition makes attendance for the canceling of the semester impossible or medically inadvisable, the University will make a pro rata refund of tuition, as of the date of withdrawal when that date occurs prior to the 12th week, provided that the condition is verified by the University Student Health and Counseling Service or a private physician. The date of withdrawal may correspond to the date of hospitalization or the date on which the medical condition was determined.

Withdrawal Date | Refund
---|---
Within or 2nd week of classes | 100%
Within 3rd or 4th week of classes | 80%
Within 5th or 6th week of classes | 60%
Within 7th or 8th week of classes | 50%
Within 9th or 10th week of classes | 40%
Within 10th or week of classes | 0%

SUMMER WITHDRAWALS AND REFUNDS
The Sam Fox School reserves the right to cancel a course if it has not enrolled enough students before the first day of class. If a course is canceled, all enrolled students will be notified, dropped from the class, and will not be charged tuition and fees. If a course is not canceled, a student may be released from their obligation to pay full tuition and fees by registering their registration according to the schedule below:

Withdrawal Date | Refund
---|---
Prior to 1st class meeting | 100% tuition waivered
Prior to 15% of published meeting dates | 100%
Prior to 30% of published meeting dates | 80%
Prior to 45% of published meeting dates | 60%
Prior to 60% of published meeting dates | 60%
After 61% of published meeting dates | No refund

Requests for refunds must be made in writing to the Sam Fox School Registrar’s Office.

Students may drop a course without penalty through the 80% tuition refund deadline and may withdraw from a course through the 40% tuition refund deadline.

RETENTION OF STUDENT WORK
The Graduate School of Architecture & Urban Design reserves the right to retain any student work submitted for course credit. Normally this work will be returned to the student at the end of the semester, except that which has been retained for publications, exhibitions, or accreditation reviews. It is highly recommended that students photographically reproduce their work or electronically store their work in order to keep a record of their work.

MASTERS OF ARCHITECTURE PLACEMENT
The 1920 and Later
MArch 3 students are placed at the 317 studio level.
MArch 2 students are placed at the 419 studio level.

Students with advanced placement are encouraged to obtain waivers from the appropriate instructors for all lower-level course requirements. If students do not waive lower-level courses, they are required to complete them as part of their degree requirements.

MArch 3 students are placed at the 317 studio level.
MArch 2+ students are placed at the 419 studio level.
MArch 2 students are placed at the 511 studio level.

Placement is based on the assumption that courses below the student’s entry level, equivalent to those required at Washington University, have already been completed. For example, placement at the 511 studio level (MArch 2) assumes completion of all the courses required at the 317, 318, and 419 studio levels. Students with advanced placement are encouraged to obtain waivers from the appropriate instructors for all lower-level course requirements. If students do not waive lower-level course requirements, they are required to complete them as part of their degree requirements.

MArch 2 Placement (2020 and Later)
Students accepted into the MArch 2 program are encouraged to submit waiver materials during the summer prior to their first semester of enrollment. Students must be able to waive at least 1 of the following courses:

A46 4284 Architectural History II
A46 438 Environmental Systems I
A46 445 Building Systems
A46 447A Structures I

Students who are unable to meet this waiver requirement will be required to enroll in A46 ARCH 447A Structures I and A46 ARCH 448A Structures II during the summer following their second semester.

MArch 2 Placement (2019 and Earlier)
Students accepted into the MArch 2 program must waive at least of the following courses:

A46 4280 Architectural History I
A46 4284 Architectural History II
A46 438 Environmental Systems I
A46 439 Environmental Systems II
A46 445 Building Systems
A46 447A Structures I
A46 448A Structures II

Students who are unable to meet this waiver requirement will instead be placed at the MArch 2+ level.

MArch 2 Placement (2019 and Earlier)
Students admitted to the MArch 2+ program must waive at least one of the following courses:

A46 445 Building Systems
A46 447A Structures I
A46 448A Structures II

MArch 2+ students who are unable to waive one of these courses will be required to enroll in A46 ARCH 447A Structures I and A46 ARCH 448A Structures II during the summer following their second semester.

MASTERS OF ARCHITECTURE COURSE WAIVERS
Regardless of placement level, a student may request that a required course be waived. Any such waiver requires evidence that the student has had adequate exposure to the required material in previous academic experience. Course waivers will only be granted for an equivalent course or combination of courses completed satisfactorily to fulfill NAAB-accredited program requirements. Equivalence is measured in terms of both content and assignments. Six waived units will count towards students program requirements. Each waived unit beyond six will be fulfilled with general elective units.
All graduate students have the opportunity to waive the following courses:
A46 4280 Architectural History I
A46 4284 Architectural History II
A46 438 Environmental Systems I
A46 439 Environmental Systems II
A46 445 Building Systems
A46 447A Structures I
A46 448A Structures II

Students must obtain a waiver prior to the semester in which they would normally be expected to take the course that is being waived. In other words, students may not skip a required course on the assumption that they will receive a waiver for it in the future.

June 1st – All incoming students should submit all waiver materials prior to their first semester. Students may submit their materials to archwaivers@email.wustl.edu.

All submitted materials will be reviewed and students will be notified of waiver results.

**MASTER OF ARCHITECTURE STUDY ABROAD**
MArch students with 419-status or higher in the semester prior to study, in good academic standing, and a cumulative GPA of 3.0 or higher can sign-up to study abroad. Priority is given to students with higher student levels and GPAs.

- For first-semester students without a Washington University GPA, the cumulative GPA on the official transcript(s) from their previous institution(s) will be used.
- GPA scores are pulled from the Washington University Student Information System on the day of the sign-up and updated the 1st week of each semester.
- GPAs will not be recalculated after the 1st week of each semester.
- Students can participate in one study abroad program.

**MASTER OF ARCHITECTURE DEGREE - MArch 3 Students who matriculated prior to 2019**
The MArch 3 curriculum is a seven-semester, 105-credit, course of study, beginning always in the fall semester.

The MArch 3 sequence begins with the first core studio (317) and concludes with the Degree Project.

The complete MArch 3 curriculum may be found at: https://www.samfoxschool.wustl.edu/node/5721

**MASTER OF ARCHITECTURE DEGREE - MArch 3 Students who matriculated in 2019 and later**
The MArch 3 curriculum is a six-semester, 105-credit, course of study, beginning always in the fall semester.

The MArch 3 sequence begins with the first core studio (317) and concludes with the Degree Project.

The complete MArch 3 curriculum may be found at: http://www.samfoxschool.wustl.edu/node/5721

**MASTER OF ARCHITECTURE DEGREE - MArch 2 Students who matriculated prior to 2019**
The MArch 2 curriculum is a four-semester, 60-unit, advanced placement course of study, beginning always in the fall semester. Students are considered for placement in the MArch 2 curriculum on the basis of design portfolio evaluation and the extent of their undergraduate architectural studies.

The MArch 2 sequence begins with the final options studio (511) and concludes with the Degree Project.

The complete MArch 2 curriculum may be found at: https://www.samfoxschool.wustl.edu/node/5721

**MASTER OF ARCHITECTURE DEGREE - MArch 2 Students who matriculated in 2020 and later**
The MArch 2 curriculum is a four-semester, 60-unit, advanced placement course of study, beginning always in the fall semester. Students are considered for placement in the MArch 2 curriculum on the basis of design portfolio evaluation and the extent of their undergraduate architectural studies.

The MArch 2 sequence begins with the final core studio (419) and concludes with the Degree Project.

The complete MArch 2 curriculum may be found at: https://www.samfoxschool.wustl.edu/node/5721

**MASTER OF ARCHITECTURE GRADE REQUIREMENT IN THE GRADUATE CORE**
Students who matriculated in 2020 and later

Entry into the vertical/topical studio sequence in the Master of Architecture graduate program will be predicated on the following:

Students in the MArch 3 program must earn a cumulative studio GPA of 2.5 or higher by the end of the 317/318/419 first-year core studio sequence. Students who do not fulfill this cumulative studio GPA requirement must repeat at least one of the first-year core studios and raise their cumulative studio GPA to 2.5 or higher before being permitted to enroll in their final core studio, 419. If a student still has a cumulative studio GPA below 2.5 after repeating 317 and/or 318, they will be dismissed from the Master of Architecture Program.

Students in the MArch 3 program must earn a cumulative studio GPA of 2.6 or higher by the end of the complete core studio sequence (317/318/419). Students who do not fulfill this cumulative studio GPA requirement must take a leave of absence in the spring semester and repeat the 419 studio the following year. If a student still has a cumulative studio GPA below 2.6 after repeating 419, they will be dismissed from the Master of Architecture Program.

Students in the MArch 2 program must earn a minimum studio grade of B- (2.7 studio GPA) in the 419 studio. If a student does not receive a B- grade or better in the 419 studio, they must take a leave of absence in the spring semester and repeat the 419 studio the following academic year. If a student still has not received the two B- requirement after repeating the 419 studio, they will be dismissed from the Master of Architecture Program.

The option to repeat a studio is contingent on a student having met the requirements of Academic Probation. A suspension or dismissal that is a result of the Academic Probation policy takes precedence over this Studio Grade Requirement policy.

**MASTER OF ARCHITECTURE DEGREE PROJECT**

In order to enroll in Degree Project (A46 616), students must have a cumulative grade point average of 2.7. Degree Project must be completed in a student’s final semester. Students should not register for additional course work once Degree Project has been completed. Students should plan to complete all outstanding degree requirements during their Degree Project semester.

Any exceptions to the Degree Project studio requirements must be approved in writing by the Program Chair for graduate architecture.

**MASTER OF ARCHITECTURE DEGREE PROJECT GRADE REQUIREMENT**

In order to enroll in Degree Project (A46 616), students must have earned a cumulative studio GPA of 2.7 or above. Students who have not fulfilled this cumulative studio GPA requirement must repeat an options studio and raise their cumulative studio GPA to 2.7 or higher before being permitted to enroll in Degree Project.

The option to repeat a studio is contingent on a student having met the requirements of Academic Probation. A suspension or dismissal that is a result of the Academic Probation policy takes precedence over this Studio Grade Requirement policy.

**MASTER OF URBAN DESIGN DEGREE**

Those students holding a professional degree or the equivalent in architecture, city planning, or landscape architecture, may apply for admission to the program leading to the Master of Urban Design degree. This degree is awarded upon completion of a one-year (three semester) graduate curriculum devoted to urban design.

Candidates for the MUD degree are required to complete a total of 42 units of credit. Coursework covers history/theory of urban form, urban sustainability,
morphology and metabolism of urban form, real estate development, landscape urbanism, infrastructural urbanism, regulating controls and zoning, and community development, and are spread over the fall and spring semesters. In addition to the coursework, three urban design studios (inclusive of a 1-2 week field trip in the spring semester and an immersion international traveling summer studio) are required. Students are also required to participate in two workshops, one in St. Louis and the other an international workshop, over spring break.

The complete MUD curriculum may be found at: http://www.samfoxschool.wustl.edu/node/6785

MASTER OF URBAN DESIGN STUDIO GRADE REQUIREMENT

A MUD student planning to take the summer urban design studio (714) must have earned a minimum average studio GPA of 2.7 or better in the first two urban design studios (711 & 713). Students who do not fulfill this minimum requirement must repeat 711 and/or 713. If a student has not fulfilled this minimum requirement after repeating 711 and/or 713, they will be dismissed from the Master of Architecture Program.

The option to repeat a studio is contingent on a student having met the requirements of Academic Probation. A suspension or dismissal that is a result of the Academic having met the requirements of Academic Probation. A student who has not fulfilled this minimum requirement after repeating 711 and/or 713, they will be dismissed from the Master of Architecture Program.

The option to repeat a studio is contingent on a student having met the requirements of Academic Probation. A suspension or dismissal that is a result of the Academic having met the requirements of Academic Probation. A student who has not fulfilled this minimum requirement after repeating 711 and/or 713, they will be dismissed from the Master of Architecture Program.

The option to repeat a studio is contingent on a student having met the requirements of Academic Probation. A suspension or dismissal that is a result of the Academic having met the requirements of Academic Probation. A student who has not fulfilled this minimum requirement after repeating 711 and/or 713, they will be dismissed from the Master of Architecture Program.

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situation should be reconsidered. This statement should be sent by email to Cris Baldwin, senior Assistant Dean & Registrar (crisbaldwin@wustl.edu). In this statement, the student must explain why the unsatisfactory academic performance occurred and, if they are allowed to return, what they would do differently.

The student must then attend an appeal hearing. They student’s academic record, written appeal, and any other factors the student may wish to discuss are considered by a faculty committee. After the appeal hearing, the student is informed of the committee’s decision within 48 hours. Actions may include academic probation, a required leave of absence for one or two semesters, suspension, or termination from the program. Should the student wish to appeal, a written request must be sent within 48 hours of receiving the committee’s decision to the director of the student’s academic division. If appealing the director’s decision, the dean of the Sam Fox School makes the final determination.

If the appeal is successful, the student is placed on Special Academic Probation and allowed to enroll in classes. If the appeal is unsuccessful, the student’s programs of study will be closed and their classes dropped for the following semester. Suspended students may apply for re-enrollment at a future time although there is no guarantee they will be allowed to return.