

School of Architecture & Planning  
Department of Architecture  
112 Hayes Hall  
3435 Main Street  
Buffalo, NY 14214-3087

Telephone: (716) 829-3483 x105  
Fax: (716) 829-3256  
Email: [archdept@ap.buffalo.edu](mailto:archdept@ap.buffalo.edu)  
<http://www.ap.buffalo.edu/architecture/index.html>

## **MASTER OF ARCHITECTURE**

### **Graduate Application Instructions - Domestic applicants only**

#### **Application Deadlines:**

Completed Master of Architecture applications are due January 15. Priority for departmental scholarship funds and assistantships will be given to applications received by this date. Applications received after that date will be considered on a space available basis.

#### **Completed Applications:**

Completed application packages should be sent to the Department of Architecture, 112 Hayes Hall, 3435 Main St., Buffalo NY 14214-3087.

#### **Admission into the graduate programs requires the following materials.**

- Application Form** – Applicants are encouraged to apply online using Gradmit at: <http://www.gradmit.buffalo.edu>. A paper application may be downloaded from our website at: <http://www.ap.buffalo.edu>
- Official Transcripts** – Official transcripts from all post-secondary educational institutions which you have attended must be sent directly to the Department of Architecture. It often takes 2-3 weeks to complete this process, so be certain to allow sufficient time. Current University at Buffalo students need not send any transcripts.
- Three Letters of Recommendation** – Applicants should complete the upper portion of the Recommendation Form and identify on the Application the names of persons who will be writing recommendations before requesting a recommendation. Recommendations should be returned directly to the applicant, in the sealed envelopes provided. The applicant should then include the three sealed envelopes with the other application materials. Electronic applicants may forward the letters under separate cover.
- Application Fee** - Paper applications must be accompanied by a non-refundable Application Fee in the form of check or money order for \$50.00 payable to the “University at Buffalo.” Electronic applications require an Application Fee of \$35.00 which must be paid online.
- Statement** – In 500 words or less, state your current position about the discipline of architecture. Please be specific about influential courses, instructors, books, personal or professional experiences and goals.
- Portfolio** – See “Portfolio Information” section.
- Graduate Record Exam.** The Graduate Record Exam (GRE) is required. The GRE is administered by the Educational Testing Service (ETS). A free information bulletin and registration form is available by writing to Educational Testing Service, Box 6000, Princeton, New Jersey 08541. For further information please consult the GRE website at: <http://www.gre.org/>. The GRE code for our university is 2925; our department code is 4401.

**Financial Aid.** Applications for financial aid can be obtained from the Office of Financial Aid, 232 Capen Hall, University at Buffalo, Buffalo NY 14261. New York residents wishing to be considered for an assistantship must submit either an application for financial aid or a TAP application to the Financial Aid Office. A limited number of departmental assistantships are available. If you wish to be considered for an assistantship, please send a letter, accompanied by a resume, requesting such consideration to the Department Chair.

**Return of Material.** Upon completion of the admissions process, the written materials, and/or portfolio may be claimed by the applicant. If you enclose a stamped, self-addressed envelope, your portfolio will be returned to you.

**New York State Residency Clause.** A person whose domicile has been in the State of New York for a period of at least one year preceding the start of the semester shall be a New York state resident for purpose of determining the tuition rate payable for such period. All other persons shall be presumed to be out-of-state for such purpose unless domiciliary status is demonstrated in accordance with guidelines adopted by the chancellor or designee.

## DUAL DEGREE INFORMATION

The School of Architecture and Planning offers three dual degree programs for Master's candidates. These programs enable students to earn two degrees simultaneously, often in less time than if taken sequentially. In each case, applicants must apply separately and concurrently to the two departments involved and must be accepted by both.

### Master of Architecture/Master of Urban Planning

The expanding field of urban design has increased the demand for the dual Master of Architecture and Master of Urban Planning degree. This dual degree offers a unique opportunity for students to pursue graduate education towards professional certification in both fields. Students seeking dual degrees take joint studios offered by the Architecture and Planning faculty. In these studios, graduate students from both architecture and planning engage in projects using regional cities and towns as learning laboratories. Students develop proposals for change in collaboration with the constituencies of the learning laboratories. In the process, students learn about planning, architecture, and intervention in an integrated fashion.

Students who hold a four-year pre-professional degree in architecture are eligible to enroll in a three year program leading to the Master of Architecture (M.Arch) and Master of Urban Planning (M.U.P.) degrees. Students who hold a Bachelor's degree in a field other than architecture are eligible to enroll in a four and one-half year program leading to the Master of Architecture (M.Arch) and Master of Urban Planning (M.U.P.) degrees. Applicants for the dual degree program, Master of Architecture/Master of Urban Planning must apply to and be accepted separately by the Department of Architecture and the Department of Planning.

### Master of Architecture/Master of Business Administration

The Master of Architecture/Master of Business Administration dual degree program provides a combination of architectural, managerial, and administrative skills to prepare students for careers in both fields. It integrates and accelerates the educational process and enables students to pursue careers in public service administration as well. Students who hold a four-year pre-professional degree in architecture are eligible to enroll in a three year program leading to the Master of Architecture (M.Arch) and Master of Business Administration (M.B.A.) degrees. Students who hold a Bachelor's degree in a field other than architecture are eligible to enroll in a five year program leading to the Master of Architecture (M.Arch) and Master of Business Administration (M.B.A.) degrees. Applicants for the dual degree program, Master of Architecture/Master of Business Administration must apply to and be accepted separately by the Department of Architecture and the School of Management. [Note: GMAT requirement by the School of Management.]

### Master of Architecture/Master of Fine Arts in Media Study

The Department of Architecture and the Department of Media Study offer a dual degree program leading to a Master of Architecture and a Master of Fine Arts degree. The dual degree addresses a rapidly expanding desire on the part of students and a critical need on the part of the architecture profession for expertise in both architecture and digital media. Students who hold a four-year pre-professional degree in architecture are eligible to enroll in a three year program leading to the Master of Architecture (M.Arch) and Master of Fine Arts (M.F.A.) degrees. Students who hold a Bachelor's degree in a field other than architecture are eligible to enroll in a four and one-half year program leading to the Master of Architecture (M.Arch) and Master of Fine Arts (M.F.A.) degrees. Applicants for the dual degree program, Master of Architecture/Master of Fine Arts in Media Study must apply to and be accepted separately by the Department of Architecture and the Department of Media Study.

## Portfolio Information

### Master of Architecture - 1½ Year Track and 2 Year Track.

All master degree applicants are **REQUIRED** to submit a portfolio. All portfolio material must be bound and may not be more than one inch thick or more than 9" x 12" in overall size. The applicant's name must be clearly visible on the binding. The use of slides is discouraged. If submitted, they should be in labeled 8½" x 11" transparent sleeves. Slides will not be projected. A paper copy must accompany electronic portfolios.

Contents of the portfolio should include copies of architectural work completed in academic setting or in professional practice, or any work in the visual arts. Typical portfolio submissions include projects that consist of several forms of representation such as concept sketches, freehand drawings, technical drawings, computer modeling, diagrams, photographs, concept/sketch models, presentation boards, and final models. Papers, research reports, or other materials that address issues of the built environment may be included. Submit work that portrays the breadth and depth of your design abilities and affinities, reveals your thinking/making processes, and indicates potential and interests in specific areas.

### Master of Architecture - 3½ Year Track.

All master degree applicants are **REQUIRED** to submit a portfolio or other evidence of work. Portfolio requirements for the 3½ year track applicants are the same as the 1½ year track and 2 year track applicants. In some instances, where the applicant has no architectural or visual arts material, the portfolio should include evidence of excellence in other areas.



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MASTER OF ARCHITECTURE
Graduate Application - Domestic applicants only

For the academic year beginning Fall \_\_\_\_\_
year

Degree Program (check one)

- Master of Architecture (First Professional Degree) - 2 Year Track
Master of Architecture (First Professional Degree) - 3 1/2 Year Track
Master of Architecture (Post-professional Degree) - 1 1/2 Year Track
Master of Architecture/Master of Urban Planning
Master of Architecture/Master of Business Administration
Master of Architecture/Master of Fine Arts in Media Study

Application Fee - Paper applications must be accompanied by a non-refundable Application Fee in the form of check or money order for \$50.00 payable to the "University at Buffalo". Electronic Applications require an Application Fee of \$35.00 which must be paid online.

Please Type

Name: Ms. Mr. Last Name First Name Middle Initial

Social Security Number/Person No: (UB Student) Birthdate Month/Day/Year

Permanent Address: Street City State Zip Code County

Email Address \_\_\_\_\_ Phone # \_\_\_\_\_

Notification Address: \_\_\_\_\_  
Street  
\_\_\_\_\_

City	State	Zip Code	County
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Phone # \_\_\_\_\_

Voluntary Information: Ethnicity \_\_\_\_\_

**Check one:**

- \_\_\_\_\_ U.S. Citizen
- \_\_\_\_\_ Permanent Resident
- \_\_\_\_\_ Non-U.S. Citizen: Country of Citizenship \_\_\_\_\_

1. List in chronological order all post-secondary schools attended, including the University at Buffalo.

Institution	Dates of Attendance	Major Degree/Dates
_____		
_____		
_____		

2. List public recognition, academic honors, and/or professional awards you have received.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. List in chronological order, starting the most recent, all work experience.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. List names and addresses of the three persons from whom you have requested recommendations.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. Describe and date the nature of any previous involvement in research.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

6. **Portfolio, resume, and evidence of accomplishment:**

- I am submitting a portfolio, resume and/or evidence of personal work as described on the instruction sheet for architecture applicants.

7. **Statement for architecture applicants:** In 500 words or less, state your current position about the discipline of architecture. Please be specific about influential courses, instructors, books, personal or professional experiences and goals.

8. Have you requested transcripts to be sent from all post-secondary educational institutions you have attended?  
\_\_\_\_\_ No                      \_\_\_\_\_ Yes

I certify that the above information, as well as any supplementary forms or statements, is complete and correct in every respect. If accepted, I agree to obey the statutes, ordinances, rules, and regulations of the University.

Signature

Date:

Submit all materials to:  
**Admissions Committee**  
**Department of Architecture**  
**School of Architecture and Planning**  
**University at Buffalo**  
**112 Hayes Hall**  
**3435 Main ST**  
**Buffalo NY 14214-3087**

The UB School of Architecture and Planning has an admission policy that actively encourages applicants from protected groups and does not discriminate on the basis of race, color, religion, gender, sexual orientation, national origin, disability, or veteran status. Admission is competitive, and applicants are reviewed according to the admission criteria. Acceptance of students in the pre-professional, professional, and post-professional programs is determined on the basis of the applicants' qualifications and experience. However, since the school's size is limited, the programs may exercise discretionary powers of selection. Courses and programs offered by the UB School of Architecture and Planning may include an instructional technology fee.