

COLLEGE OF ARCHITECTURE

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

<http://samfoxschool.wustl.edu>
<https://insidesamfox.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. Failure to meet them may result in failing grades and postponement of graduation.

STUDENT CONDUCT

Students must 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 a 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 conferral will be delayed by one semester or until resolved.

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 their actions.

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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:

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- [Graduate Student Ombudsperson](#)

DEGREE REQUIREMENTS

Students must fulfill the following degree requirements:

A. Foundation Courses

1. Practices in Architecture, Landscape Architecture, and Urban Design (A46 183 and 184). 2 units.

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 <https://collegewriting.wustl.edu/faq>. 3 units.

2. Calculus (Natural Sciences/Math): Students must complete the 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 the course at Washington University in St. Louis with a grade of C- or better. Students may petition to satisfy this requirement at another university. Petitions must be submitted and approved in advance. May not be taken with P/F option.

4. Art History (History of Western Art, Architecture and Design) L01 113: Students must complete the 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 the 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 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 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.

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 units, including Advanced Placement, International Baccalaureate, and transfer credit is permitted.

*A maximum of 9 units 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: <https://insidesamfox.wustl.edu/students/advising/degree-requirements/>

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 units, including Advanced Placement, International Baccalaureate, and transfer credit is permitted.

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

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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 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 the major must be passed with a C- or better grade.

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 applying 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 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
A+ superior	yes	4.0
A superior	yes	4.0
A- superior	yes	3.7
B+ good	yes	3.3
B good	yes	3.0
B- good	yes	2.7
C+ average	yes	2.3
C average	yes	2.0
C- average	yes	1.7

D+	unsatisfactory	yes	1.3
D	unsatisfactory	yes	1.0
D-	unsatisfactory	yes	0.7
F	failing	no	0.0
I*	course work incomplete	no	0.0
X	examination not taken	no	0.0
N	no grade reported	no	0.0
P#	pass (P/F option)	yes	0.0
F#	fail (P/F option)	no	0.0
L	successful audit	no	0.0
Z	unsuccessful audit	no	0.0
W	withdraw	--	0.0
WLA	withdraw (medical leave)	--	0.0
R	repeat/retake	--	--

*This grade signifies that the student has not completed part of the semester's work (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 C- or better grade. This includes required History & Theory Research & Writing electives and required 300+-level architecture electives.

MINIMUM GRADE POINT AVERAGE

Students in the College of Architecture must have a minimum grade point average of 2.0 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 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 resolved by the end of the next semester 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. Failure to make up an I within the next semester means 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 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 of pre-matriculation or non-Washington University credit may be counted towards an 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 an undergraduate degree. These units will count towards graduation but will not meet general education requirements. Students wishing to transfer credit for course work 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 credit 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 Conduct Code or Academic Integrity Policy.

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

ENROLLMENT STATUS

Definitions of "full-time study," "half-time study," etc., are based on federal regulations. Enrollment status impacts eligibility for campus services and the University's reporting obligations. Alignment with policies in financial aid, international student services, student health insurance, VA benefits, and athletics is critical.

Washington University's definition for full-time undergraduate study is at least 12 credit-bearing units (semester hours) per term. Units taken under the Audit grade option do not factor into enrollment status calculations, therefore they cannot count toward the 12 units required for full-time enrollment.

REGISTRATION UNITS

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

Students cannot 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 regular university rate per hour of the additional units and must be approved by the director or undergraduate program chair.

COURSE ENROLLMENT MINIMUMS

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

SEMINARS

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

SAM FOX SCHOOL UNDERGRADUATE STUDY ABROAD PROGRAMS

The Sam Fox School has undergraduate study abroad programs that draw on the rich traditions and 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 <https://samfoxschool.wustl.edu/academics/international-programs/florence>.

PREREQUISITES

Students enrolling in seminars or workshops without the necessary prerequisites must seek permission from the instructor; registration without this permission does not guarantee enrollment 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/drop deadline. Proposals submitted to the Sam Fox Registrar's Office past the deadline will not be considered.

Three units (juniors & seniors) and 1 unit (first and second-year students) are the maximum that 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 instructor's opinion, 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 director's approval.

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 verification letter from the Habib Health & Wellness Center.

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 Habib 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 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 to the University will be cause for exclusion from class or refusal of graduation, registration, or transfer of credit. In addition, students are liable for any costs associated with collecting 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. According to the schedule below, tuition adjustments will be processed based on information received. 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 Habib Health & Wellness Center or a private physician. The withdrawal date 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	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 tuition and fees removed.

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:

Withdrawal Date	Refund
Prior to the first class meeting	100% tuition + fees
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	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 must proceed at a pace that 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 falls below a "pace" 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 and may be suspended. While the College allows all students 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 the student may be subject to suspension unless the quality of work improves. A student suspended for academic deficiency will not be eligible for readmission until they can demonstrate their ability to do satisfactory work under the conditions set for their case. 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 their current situation's cause(s), identify what needs to change, and implement and review a plan. The student must 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 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 cannot 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 be approved for reinstatement. If the students fails to achieve and maintain satisfactory academic progress after reinstatement, they will be dismissed.

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

ACADEMIC HONORS

Dean's List: In recognition of exceptional scholarship, first-year, sophomore, junior and senior architecture students who have earned at least 14 units 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 must file an "Intent to Graduate" in WebSTAC to participate in Commencement exercises. The deadlines for filing are in WebSTAC.

MINOR DECLARATION

Students declare their minors 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:

<https://samfoxschool.wustl.edu/academics/college-of-architecture/minors>

Minor in Architecture

The Minor in Architecture is open to all undergraduate students at Washington University except Architecture majors. 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 undergraduate students at Washington University regardless of major. Interested students should contact Shantel Blakley, the designated Minor Advisor.

Minor in Landscape Architecture

The Minor in Landscape Architecture is open to all undergraduate students at Washington University, regardless of their major. Interested students should contact Eric Ellingsen, the designated Minor Advisor.

Minor in Urban Design

The Urban Design minor is open to all undergraduate students at Washington University, regardless of their major. Students interested in the Minor in Urban Design should speak directly with Petra Kempf, the designated Minor Advisor.

Additional Information

Students should carefully check the current course descriptions to verify their eligibility to enroll in courses with 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 or electronically store their work



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UNITS AND GRADES

A unit is the amount of credit given for one hour of lecture or 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	
I*	0.0	
X	0.0	
N	0.0	
P#	0.0	
F#	0.0	
L	0.0	
Z	0.0	
W	0.0	
WLA	0.0	
R	--	
I*	course work incomplete	0.0
X	examination not taken	0.0
N	no grade reported	0.0
P#	pass (P/F option)	0.0
F#	fail (P/F option)	0.0
L	successful audit	0.0
Z	unsuccessful audit	0.0
W	withdraw	0.0
WLA	withdraw (medical leave)	0.0
R	repeat/retake	--

MINIMUM GRADE REQUIREMENT

Students in the Graduate School of Architecture & Urban Design must complete all required courses with a C- or better grade. 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 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 resolved by the end of the next semester 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. Failure to make up an I within the next semester means 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.

ENROLLMENT STATUS

Definitions of "full-time study," "half-time study," etc., are based on federal regulations. Enrollment status impacts eligibility for campus services and the University's reporting obligations. Alignment with policies in financial aid, international student services, student health insurance, VA benefits, and athletics is critical.

Washington University's definition for full-time undergraduate study is at least 9 credit-bearing units (semester hours) per term. Units taken under the Audit grade option do not factor into enrollment status calculations, therefore they cannot count toward the 9 units required for full-time enrollment.

MAXIMUM CREDIT LOADS

Graduate students cannot enroll in more than 18 units per semester. Increased credit waivers are granted for required English language courses and the A46 300A and A46 400A pre-semester studios.

An enrollment above 21 units will be charged at the regular university rate per hour of the additional units and must be approved by the director or graduate Program Chair. Required English language courses and pre-semester studios will not incur additional tuition charges.

ENGLISH LANGUAGE SUPPORT COURSES

All incoming international students will be 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. There is no extra tuition charge for these courses; however, any student who withdraws from or does not pass these courses will be billed tuition.

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 Sever 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 the graduate program chair or the director.

PREREQUISITES

Students enrolling in seminars or workshops without the necessary prerequisites must seek permission from the instructor.

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 grade 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 the 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 instructor's opinion, 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 cancelled, subject to the director's approval.

SATISFACTORY PROGRESS TOWARD A DEGREE

Students must proceed at a pace that enables them to finish their degree within the appropriate time limit. All students must maintain a "pace" of 66 2/3% (the 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 studio 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.

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 must file an "Intent to Graduate" in WebSTAC to participate in Commencement exercises. The deadlines for filing are in WebSTAC.

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) when 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 requests for the 2022-2023 academic year are:
FL22: August 8
SP23: December 27

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 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.

TUITION ADJUSTMENTS/REDUCED UNITS

Students must be enrolled full-time in each semester of the Master of Architecture, Master of Landscape Architecture, and Master of Urban Design programs. While students may choose to enroll for fewer than 9 units during their final semester, they are still required to pay full-time tuition and the University will report enrollment as follows:

Full-time: 9 credit-bearing units (semester hours) in a term

Half-time: 8.99 - 4.5 credit-bearing units

Less than half-time <4.5 credit-bearing units

Summer terms: 6 units = full-time; 5.99 – 3 units = half-time; <3 units = less than half-time

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 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, registration, or transfer of credit. In addition, students are liable for any costs associated with collecting 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. According to the schedule below, tuition adjustments will be processed based on the information received. Tuition refund checks will be issued only after each semester's 4th week of classes. The College of Architecture courses will not refund material fees after

the course drop deadline for the 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 Habif Health and Wellness Center or a private physician. The withdrawal date 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	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 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	100%
Prior to 30% of published meeting dates	80%
Prior to 45% of published meeting dates	60%
Prior to 60% 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.

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 or electronically store their work.

MASTER OF ARCHITECTURE PLACEMENT

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 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.

MASTER 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 satisfactorily completed courses 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 samfox-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 studio 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

The MArch 3 curriculum is a six-semester, 105-unit, course of study, always beginning 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://samfoxschool.wustl.edu/academics/college-of-architecture/master-of-architecture/curriculum>

MASTER OF ARCHITECTURE DEGREE - MArch 2 Students who matriculated prior to 2020

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 first options studio (511) and concludes with the Degree Project.

The complete MArch 2 curriculum may be found at: <https://samfoxschool.wustl.edu/academics/college-of-architecture/master-of-architecture/curriculum>

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://samfoxschool.wustl.edu/academics/college-of-architecture/master-of-architecture/curriculum>

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 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 academic year and raise their cumulative studio GPA to 2.6 or higher before being permitted to enroll in the vertical/options studio sequence. 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 has not received a B- or better 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 COMPREHENSIVE STUDIO REQUIREMENT

All Master of Architecture graduate students must take one Comprehensive Options Studio (as designated in the semester Director's Letter) and earn a minimum grade of B- before entering Degree Project.

MASTER OF ARCHITECTURE DEGREE PROJECT

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 requirement must be approved in writing by the program chair for graduate architecture.

MASTER OF ARCHITECTURE DEGREE PROJECT GRADE REQUIREMENT

In order to enroll in A46 616 Degree Project graduate 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: <https://samfoxschool.wustl.edu/academics/college-of-architecture/master-of-urban-design/curriculum>

MASTER OF URBAN DESIGN STUDIO GRADE REQUIREMENT

A MUD student wishing 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 Probation policy takes precedence over this Studio Grade Requirement policy.

MASTER OF URBAN DESIGN COMBINED DEGREE PROGRAMS

The MUD program offers the following combined degree programs:

- MUD/Master of Architecture
- MUD/Master of Landscape Architecture

These combined degree programs are of particular value to those who want to pursue an interdisciplinary approach to architecture and urban design, as well as preparing the student for a wide array of diverse career opportunities.

MASTER OF LANDSCAPE ARCHITECTURE DEGREE - MLA 3

The MLA 3 curriculum is a six-semester, 90-unit, course of study, beginning always in the fall semester.

The complete MLA 3 curriculum may be found at: <https://samfoxschool.wustl.edu/academics/college-of-architecture/master-of-landscape-architecture/curriculum>

MASTER OF LANDSCAPE ARCHITECTURE DEGREE - MLA 2

The MLA 2 curriculum is a four-semester, 60-unit, course of study, beginning always in the fall semester.

The complete MLA 2 curriculum may be found at: <https://samfoxschool.wustl.edu/academics/college-of-architecture/master-of-landscape-architecture/curriculum>

MASTER OF LANDSCAPE ARCHITECTURE COMPREHENSIVE STUDIO REQUIREMENT

All Master of Landscape Architecture students (including dual degree students) must take at least one landscape architecture comprehensive studio (A48 601 or A48 602).

Students must achieve a minimum average grade of B- in the core sequence in order to enter the comprehensive studio sequence. Students who do not fulfill this requirement may be permitted to repeat the 501 or the 502 studio. If a student still fails to meet the B- average after taking an additional 500-level 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 resulting from the Academic Probation policy takes precedence over this Studio Grade Requirement policy.

MASTER OF LANDSCAPE ARCHITECTURE THESIS STUDIO REQUIREMENT

Students who wish to take the Landscape Architecture Thesis Studio must have earned a grade of B or better in two of the preceding three studios, with at least a grade of C in the third.

MASTER OF SCIENCE IN ADVANCED ARCHITECTURAL DESIGN

This 36-unit, three-semester program (previously titled MArch 1) allows individuals already holding NAAB-accredited professional degrees in architecture to pursue advanced design studies, research, and teaching preparation. Schedules for students in this program are varied and highly individual but will include an advanced design studio in each semester. This program leads to a post-professional Master of Science in Advanced Architectural Design.

MASTER OF SCIENCE IN ARCHITECTURAL STUDIES

This post-professional degree program provides students the opportunity to engage in research specialization or focus beyond that possible within the professional degree programs. Two concentrations are currently available: Architectural Pedagogy, and the History and Culture of Architecture.

Admission requires an application that includes a portfolio, transcripts, a statement of purpose with a specific research focus for the proposed program of study, and three letters of recommendation. Admission to this Master of Science program requires a faculty member to accept responsibility as the Academic Advisor who supervises the proposed course work and thesis.

Mandatory Thesis or Project	6
Research Preparation	3
Seminars, Directed Research, Independent Study	21
Total Units	30

*A maximum of 15 units can be "double-counted" for both the MArch, MLA, or MUD program and the Master of Science program. The Academic Advisor will make decisions regarding course units to be "double-counted".

GRADUATE SCHOOL OF ARCHITECTURE & URBAN DESIGN DUAL DEGREES

For graduate students who want to broaden their education at the graduate and post-professional levels, the Graduate School of Architecture & Urban Design offers several dual degree programs in conjunction with other divisions of Washington University in St. Louis. Students must submit separate applications to both programs to apply for a dual degree program. Each program makes admission decisions independently.

To learn more about the dual degree programs currently available to graduate architecture students, go to <http://samfoxschool.wustl.edu/node/4114>.

Master of Urban Design/Master of Architecture (MUD/MArch)

Master of Landscape Architecture/Master of Architecture (MLA/MArch)

Master of Landscape Architecture/Master of Urban Design (MLA/MUD)

Master of Business Administration/Master of Architecture (MBA/MArch)

Master of Construction Management/Master of Architecture (MCM/MArch)

Master of Social Work/Master of Architecture (MSW/MArch)

Master of Public Health/Master of Architecture (MPH/MArch)

DOCTOR OF SUSTAINABLE URBANISM DEGREE

The Doctor of Sustainable Urbanism curriculum is a six-semester, 72-unit, course of study, always beginning in the fall semester. Students may be enrolled for an additional 1-2 years in order to complete the Dissertation.

The complete Dr.SU curriculum may be found at: <https://samfoxschool.wustl.edu/academics/college-of-architecture/doctor-of-sustainable-urbanism/curriculum>

MINIMUM GRADE POINT AVERAGE

Doctoral students are required to have a minimum grade point average of 3.0 in order to graduate.

ELECTIVES

In order to count as a Required Elective for the Doctor of Sustainable Urbanism, a course must be at the 400 level or above. The student's academic advisor must approve required Electives.

Undergraduate courses (399 and below), University College courses, and courses taken with the Pass/Fail or audit grade options do not count in cumulative units required for the degree.

SATISFACTORY PROGRESS TOWARD A DEGREE

Students in the Doctor of Sustainable Urbanism program have five calendar years to complete degree requirements.

Students are expected to proceed at a pace appropriate to enable them to finish within the time limits noted above.

Students are expected not to carry at one time any more than 6 units of incomplete, N or X grades. Students with more than 6 unfinished units may be denied permission to register.

Progress toward the Doctor of Sustainable Urbanism is contingent upon passing General Examinations Part One and Part Two.

After three years of full-time graduate study, students who cannot identify three faculty members who are

willing to serve on their Dissertation Defense Committee will be considered to not be making satisfactory academic progress.

ACADEMIC PROBATION

A doctoral student will be placed on Academic Probation under any of the following circumstances: a student has a cumulative GPA below 3.0 or a semester GPA below 2.7; a student receives a non-passing grade; a student fails to make Satisfactory Academic Progress (SAP) as outlined above.

Students on Academic Probation must successfully complete all courses for which they are enrolled and earn a semester GPA of at least 3.0. Successful completion is defined as follows: students must earn the minimum passing grade for each course; 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 reviewed by Faculty Committee and may be dismissed.

A student will be taken off of Academic Probation when all of the following criteria are met: the student has raised his or her cumulative GPA above 3.0; the student has no outstanding Incompletes; the student has successfully retaken and passed all courses for which they had previously received non-passing grades.