2023–24 Princeton University School of Architecture Post-Professional M.Arch Student Handbook

Princeton University
School of Architecture

Student Handbooks outline course requirements, enrollment and graduation procedures, information about funding, SoA Laboratory Systems, Library resources and Computing. Handbooks serve as a quick, not encyclopedic, reference for SoA policies and procedures. For specific questions students should contact the Department Representative or DGS for their program.

Visit soa.princeton.edu/studenthandbook for future updates during the year.

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Visit soa.princeton.edu/zone/people-faculty

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Visit soa.princeton.edu/zone/people-faculty for more information.

School of Architecture Information

The Architecture Building is available for use by students 24 hours a day. Doors are open Monday–Friday 7am–8:30pm; Saturday 10am–8:30pm; and Sunday 1pm–8:30pm. For security purposes, the exterior doors of the building are locked at other times, but your Student ID will be programmed to unlock the door. If your Student ID does not open the exterior door when locked, or you encounter any other maintenance concerns, such as problems with heating/cooling, leaking water or other building issues, please contact the Department Manager.

SCHOOL YEAR OFFICE HOURS
Monday–Friday 8:45am–5pm
Saturday–Sunday closed

SUMMER OFFICE HOURS
Monday–Friday 8:30am–4:30pm
Saturday–Sunday closed

CONTACT INFORMATION
Main Office 609–258–3741

Visit soa.princeton.edu/content/soa-staff for the full administrative contact list.

Post-Professional M.Arch Program

The Post-Professional M.Arch degree is available to those who hold the degree of Bachelor of Architecture (B.Arch) or its equivalent. These are students who have successfully completed a professional program in architecture and have fulfilled the educational requirements for professional licensing in the state or country in which the degree was granted. Students typically complete this program in two years. This degree is not accredited by the NAAB.

The Post-Professional program curriculum is a two-year program. Students will be required to take a minimum of 14 courses from the areas of design studio, history and theory, building technology, and elective courses that can be taken throughout the University with the approval of the Director of Graduate Studies.

I. Design Studios
    A. Two studios (ARC 503, 504, 505A-C and/or 506A-C)
    B. ARC 507, 508 (year-long thesis)
II. Proseminar and Thesis Prep
    ARC 531, taken in first semester
    ARC 532, taken in second semester
III. Electives
    Eight courses (throughout the University with approval)

THE THESIS
Thesis students are challenged to make an architectural response to a general thematic question. The theme is explored in workshops, stated as a written proposition and elaborated as a design proposal during the students' final year. Thesis topics are themes, agreed upon by the faculty, that serve as a hinge point between architecture and questions of politics, culture, technology, or society.

Electives and Scheduling

Any relevant courses in the University may be used to fulfill electives; however, students are encouraged to take courses that are 300 level and above. The School makes every effort to avoid scheduling conflicts of mandatory courses; however, when choosing classes, students should anticipate unavoidable scheduling conflicts and consider dispersing requirements across their time in the program to avoid scheduling conflicts.

Exemptions

Depending on the student's prior education or experience, exemption from certain courses may be obtained, on an individual basis, by application to the DGS. Such exemptions, when granted, are recorded in the student's file. Exemptions from particular courses do not reduce the number of courses required in each of the designated areas of study but allow for more flexibility within the area of distribution.

Reading Courses

It is possible for a student to create an Independent Reading Course if the student's subject of interest is not offered in an available University course. Students may NOT take an existing course as a Reading Course simply because it does not fit into their schedule. Students should submit an independent reading course proposal form and syllabus to the Academic Program Manager, who will review with the DGS and submit to the Graduate School for approval. Proposal forms can be found with the academic forms at gradschool.princeton.edu/sites /gradschool/files/proposed_reading_course_form.pdf.

The guidelines for Reading Courses are as follows:
- All proposals for Reading Courses must be submitted to the DGS and the proposed adviser at least two weeks before the first week of classes.
- No student may pursue more than one Reading Course in any single academic year.
- Each proposal, to be prepared and submitted by the student, should include a complete description of the purpose and context of the course, reading list, program of work to be pursued with a schedule

for its completion, and description of the final product of that work. No proposal will be accepted for consideration if all of these objectives are not clearly stated. Students should discuss all parts of their proposals with the instructor well in advance.
- Faculty members are not obligated to accept Reading Courses. Evaluation of appropriateness of content, structure and participation in a Reading Course will be up to the faculty member proposed as faculty adviser.
- Reading Courses will receive a grade of pass or fail only. Students may not receive an incomplete in a Reading Course.
- Reading Courses are not to be used for normal research connected with a student's thesis, and may not be used to fulfill curriculum distribution requirements, except in unusual circumstances as determined by the course adviser and the DGS. Students should sign up for reading courses only if they have exhausted all other possibilities of studying a particular subject in the context of a seminar.

Grading Practices

The School of Architecture uses a grading scale of A, B, C, D, F. Pluses and minuses may be assigned to grades "A" through "C." Independent reading courses are graded "pass" or "fail." Design studios are graded "pass," "fail," "low pass," or "high pass" on the student's official transcript.

Incomplete Policy

The School of Architecture's policies regarding incompletes for Master's students differ from those of the Graduate School.

Students should complete the work of graduate courses, both 500- and 700-level, during the regular academic term in which they are taken. Failure to do so may result in deferred reenrollment, which in turn has an impact on your financial support, registration, and course enrollment for the next academic term.

If a student has not turned in the final paper or work for a course within one year after the beginning of the course, the grade in the course will be recorded as an "F."

Additionally, the School of Architecture has several other policies:

- Any student who has compelling reason(s) to receive an incomplete must contact the DGS (and CC the Academic Program Manager) prior to the end of the semester to arrange a new deadline for turning in the final paper or project. Students who do not inform the DGS of their incompletes may automatically be deferred during reenrollment.
- It is the student's responsibility to follow up on any incompletes. Please keep in touch with the instructor to ensure a grade is entered before the end of the spring semester (for fall incompletes) or start of the following academic year (for spring incompletes). Please CC the Academic Program Manager on any e-mails to the instructor so they can update the Graduate School on the status of your incomplete(s).
- Students may not have any incompletes entering the fall semester. Papers from all incomplete courses must be submitted to the instructor no later than August 15 to allow time for a grade to be assigned before the start of the fall semester.
- Students may not have any incompletes entering their thesis semester.
- Students may not take an incomplete during their thesis semester. Students may opt to delay ONE final paper or project until the week after final reviews. This must be approved by the instructor of the course and the DGS.
- Students may not apply for an AI position if they have an incomplete.

In design studio courses, a student whose work is deemed to be incomplete will be notified by their instructor after the final review. Incomplete studio work must be satisfactorily completed by the first day of classes of the following semester. If this requirement is not met, a student will not be admitted to the succeeding studio. The DGS will recommend to the Dean of the Graduate School that the student's reenrollment be deferred until the work is completed satisfactorily, and for the length of time necessary to permit the student's re-entry at the appropriate place in the design studio sequence.

Studio Grades

Within the School of Architecture, studio grades (with the exception of thesis) are recorded as Pass, High Pass, and Low Pass (and in exceptional instances, Fail). By convention, the majority of students receive a Pass; a few exceptionally strong projects are recognized as High Pass, and a grade of Low Pass is given if a student is experiencing difficulty. Students in danger of failing or receiving a Low Pass receive written communication from the design studio teacher as soon as possible . This letter will specify the areas that need improvement, and recommend specific steps that the student can take.

PROCEDURES FOR DIFFICULTY OR FAILURE IN A DESIGN STUDIO:

- Warning—When a faculty member identifies a graduate student in difficulty or in danger of failing a graduate design studio, the faculty member shall notify the DGS.
- Failure—When it is expected that a failing grade shall be given, the instructor will notify the student and the DGS promptly in writing (by the beginning of Reading Period). The faculty evaluation of the student's performance in the studio shall be attached to the memo. If necessary, or if requested by the student, the faculty member assigning the failing grade and the DGS may meet to discuss the situation and procedures.
- Appeal Procedure—A student expected to receive a failing grade in a studio may request an "appeal review" of the course work by an ad hoc committee of the design faculty. This review should be held prior to the posting of grades by the Registrar's Office. The committee will be appointed by the DGS and consist of at least three faculty members including the DGS, none of whom were involved in assigning the failing grade.
  - Should the appeal committee endorse the evaluation of failure, the grade Fail will be reported to the Registrar.
  - Should the appeal committee question the evaluation of failure, the faculty member(s) assigning the grade will be consulted to see whether a consensus can be reached. When a consensus is reached, the grade of High Pass, Pass, Low Pass or Fail will be reported.
  - If a consensus cannot be reached, the student will receive a grade of Pass and proceed to the next studio sequence on probation. In the next studio, the student must pass without question.

- Termination of Enrollment—When a grade of Fail is reported, a letter will be written by the DGS to the Dean of the Graduate School recommending that the student's enrollment be terminated (degree candidacy may or may not be continued). The student will be asked to terminate his or her enrolled status voluntarily.
- Re-Admission—A student who terminates his or her enrollment for reasons of failure in a studio may apply for re-admission after a period of one semester to two years. During that time away, the student will be expected to overcome the deficiencies described in the evaluation of his or her work. In applying for re-admission, the student must present sufficient evidence of readiness to proceed in the studio sequence for review by the faculty. A three-person committee shall be appointed by the DGS to evaluate the student's request for re-admission.

Post-Professional Master of Architecture Thesis

The Post-Professional thesis is an independent, academic year–long, open-format architectural project with a parallel component(s) in a written work (or other work in a previously agreed-upon format.). Topics for a Master's thesis may be wide-ranging and varied in character, but must evidence (wider) disciplinary implications and make clear both the historical and contemporary positioning any work produced. Thesis work must be coherent, concise, and concrete as a design(-research) project, reasonable in scope for two semesters of study but also demonstrative of a long running and sustainable project of disciplinary inquiry, with the potential to be continued following completion of thesis work at Princeton.

Individual advisors should be considered as primary contacts for the formation and development of student theses. However, given the SoA's position within a research university, students are expected to search out and make use of advice and assistance from other SoA faculty and the university at large. Thesis work will cohere in two parts: one [01] design project, due in the first week of April, and one [01] written work (or work in another agreed upon format) due at the end of that same month. Work produced for this design project is not restricted to any single format, but may include: drawings; models; films and videos; performances; installations; software; machines or tools; and any other format discussed with and approved by individual advisor(s) and the course coordinator.

Accompanying written work may range for a traditional research paper to a publication on work produced, article on contemporary concerns, piece of criticism, manual for a new tool, collection of precedent research, manifesto, etc. As with design work, format must be discussed and approved by individual advisor(s) and the course coordinator.

The formats of both these parts should be understood as integral to the presentation of work and the construction of an audience—reflection upon, situating, and reworking individual theses while evidencing both an understanding of one's position within (or against) the contemporary discipline and a clear set of values. Weekly meetings with individual advisors are required, to refine and develop work between a series of pin-ups (first to advisors, then to SoA faculty, and finally to the wider public). With the conclusion of design projects in early April, work will be reviewed publicly by faculty and outside critics, then exhibited to the public (other presentation venues, outside SoA, to be discussed.)

Program in Media and Modernity

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Devin Fore, German

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Irene V. Small, Art and Archaeology
Paul E. Starr, Sociology
Jeffrey Whetstone, Lewis Center for the Arts
Carolyn Yerkes, Art and Archaeology

COORDINATOR
Iason Stathatos, Architecture

The Program in Media and Modernity promotes the interdisciplinary study of the unique cultural formations that came to prominence during the last century, with special attention paid to the interplay between culture and technology, centering on architecture, art, film, photography, literature, philosophy, music, history, and media from radio to information technology. It draws on the rich human and material resources that exist at Princeton and provides a focus and forum for research and teaching in the spaces, texts, media, and modernities of the 20th century.

The program offers a graduate certificate and collaborative teaching, learning, and research opportunities centered on team-taught seminars and cross-disciplinary colloquia.

The Graduate Certificate in Media+Modernity is conferred each year to Princeton University graduate students that fulfill the requirements listed below.

Ph.D. students may obtain the M+M certificate by fulfilling the following requirements:
- enrollment in at least three seminars cross-listed with MOD (Media and Modernity)
- regular attendance at M+M events held during the semester.
- participation in a dissertation colloquium led by the program's directors

Masters students may obtain the M+M certificate by fulfilling the following requirements:
- enrollment in at least three seminars cross-listed with MOD (Media and Modernity)
- regular attendance at M+M events held during the semester

Students qualifying for the certificate should send the following information (in a single document) to mandm@princeton.edu no later than May 1 for awarding of the certificate in that academic year:
a. Full name, department, program, year, expected date of graduation, contact email;
b. Name and contact email of primary advisor;
c. A list of courses fulfilling the qualifications for the Certificate, as listed above. Each of these should include all course numbers under which the class was listed, course titles, instructor names, descriptions (as listed on the Course Offerings website of the University) and the grade option for which each class was taken;
d. Any further information that might be useful and is not covered by the points above.

For more information on the program, and on related courses in other departments, please e-mail: mandm@princeton.edu.

Princeton Mellon Initiative in Architecture, Urbanism & the Humanities

The Princeton-Mellon Initiative in Architecture, Urbanism, and the Humanities is an interdisciplinary program housed in the School of Architecture. The initiative supports graduate and undergraduate courses, a fellowship program, and public programming. Princeton is one of more than a dozen research universities and institutes in the US, Canada, Great Britain, and South Africa that the Mellon Foundation engages and connects through its Architecture, Urbanism, and the Humanities initiative. From 2014 to 2017, the initiative focused on the theme, Cities of the Americas: Architecture, Society, Policy, and Culture, and was led by Stan Allen, The George Dutton '27 Professor of Architecture, and Alison Isenberg, Professor of History.

In Spring 2017, the Andrew W. Mellon Foundation awarded $1.2 million to Princeton University for a second three-year period of the Princeton-Mellon Initiative in Architecture, Urbanism and the Humanities. The renewed program, Cities on the Edge: Hemispheric Comparisons and Connections, continues its work bridging architecture, the humanities, and environmental studies through a comparative approach to urbanism and architecture along South-North, East-West, South-South, and North-North lines. Leading the project in its second phase are Isenberg and Mario Gandelsonas, Professor of Architectural Design and Class of 1913 Lecturer in Architecture.

Ph.D. students can engage with the Princeton-Mellon Initiative in a variety of ways:
- The Princeton-Mellon Initiative holds roughly one event per week aimed at graduate students (usually with food!)
- Graduate students can pair with students and faculty from within and outside the School of Architecture to curate the Princeton-Mellon Research Forum on the Urban Environment, a series of conversations throughout the semester on a given theme
- The initiative has funding for events initiated by students
- The program also supports research hours for graduate students working on exhibitions and other projects together with faculty
- Courses and studio travel are often funded by the initiative

If you are interested in learning more about the initiative, or want to know how to apply for funding, please contact Aaron Shkuda at ashkuda@princeton.edu.

Enrollment & Graduation Procedures

REGISTRATION
All graduate students are required to complete semester sign-in through TigerHub in order to receive their graduate awards and other University benefits to which they are entitled. Failure to register will result in a loss of these benefits. The date, time, and place of registration are announced in students' admission and reenrollment information. Students not able to register at this time should inform the Office of the Associate Dean for Academic Affairs staff as soon as possible and make special arrangements. International students must be lawfully present in the United States as a condition of registration. The Office of the Dean of the Graduate School has the authority to grant exceptions to this policy.

REENROLLMENT
Graduate students are approved for enrollment one year at a time. During the reenrollment application period, the DGS will check each student's record for unresolved Fs or incompletes. If a student is found to have more than one grade of an F and/or an incomplete, he or she will not be re-enrolled until work has been submitted and graded to replace them. University funding will be placed on hold until reenrollment is granted. Students must submit their work from the previous studios to the SoA Archive as a requirement for reenrollment.

LEAVE OF ABSENCE STATUS
On the recommendation of the DGS, the Graduate School may grant up to a year's leave of absence at any one time to students in good standing. Leaves are granted for personal reasons, when the student will not be actively pursuing an academic course of study in fulfillment of Princeton's degree requirements.

Students on leave have withdrawn formally from the graduate program and are not enrolled or registered students for the period of the leave. Accordingly, no University student benefits continue. An extension of up to one additional year of leave may be granted if the student requests, but no longer. At that point, if the student does not return to the graduate program, his or her degree candidacy is terminated. In order to return to graduate work at a later time, the student must formally reapply. Leaves should be timed, whenever possible, to come at the end of a term, preferably at the end of a full academic year. Reenrollment after leave is subject to

confirmation of continued professional suitability and a written request for reenrollment. For more information, visit gradschool.princeton.edu/academics/statuses/degree-seeking-statuses/leave-absence.

GRADUATION

To fulfill the requirement for the Master of Architecture degree, a student must pass all courses specifically required and fulfill all distribution requirements with passing grades. Every semester, the DGS will meet with students to discuss their progress toward fulfilling their degree requirements. However, the responsibility remains with students to audit their own records to ensure they are taking the appropriate courses. Students may access their degree progress reports by logging onto TigerHub. Any changes to a student's degree progress report should be made by contacting the Academic Program Manager.

All students shall be responsible for having their records cleared by the Academic Program Manager and DGS to be certain that all of their graduation requirements have been fulfilled. A student's diploma will not be issued until all degree requirements have been completed.

GRADUATION PROCEDURES

In order for an M.Arch student to be cleared by the Graduate School for graduation, the following steps must be completed:

- Graduating students MUST complete their reenrollment application in TigerHub in early April. This is to notify the Graduate School officially that the student intends to complete all degree requirements and will not need to re-enroll for the following term.
- Complete the Exit Questionnaire at gradschool.princeton.edu/exit-questionnaire. Upon completion, print a copy of the confirmation page, or save it as a PDF, and turn this in to the Academic Program Manager.
- Clear all incompletes or failing grades from record with the Academic Program Manager no later than May 1.
- Submit thesis documentation and any outstanding past studio work to the SoA Archive.
- Complete the online Advanced Degree Application by logging onto TigerHub. Please be sure to include a non-Princeton e-mail address on the form so we can contact you after OIT shuts off your account.

- If planning to attend graduation ceremonies, complete Reservation Reply Form for Hooding & Commencement and order regalia. Tickets are required for both events. A Hooding Checklist is available at princeton.edu/gradschool/studentlife/hooding.
- Complete the End of Enrollment Form. You must be cleared by Housing (if you live on campus), the Library, and Student Accounts. Submit your completed form to the Academic Program Manager no less than two weeks prior to graduation.

Fellowships and Prizes

Henry Adams A.I.A. Medal
AIA awards an engraved medal and certificate on Class Day to a graduating M.Arch student based on overall GPA and studio performance (Professional or Advanced Standing only).

The Suzanne Kolarik Underwood Prize
Awarded to the student(s) who has demonstrated superior ability and talent in his/her architectural design studio work.

The Master of Architecture History and Theory Prize
Awarded on Class Day to a graduating M.Arch student based on overall history and theory thesis topic and grades.

The Alpha Rho Chi Medal
Recognizes graduating students (1 M.Arch or 1 Undergrad) for leadership and service to the school on Class Day.

The Robert and Evelyn Geddes Award
Awarded annually to the graduate student in the post-professional M.Arch program who has compiled the best academic average. Given in honor of Robert Geddes, the first dean of the school, the purpose of the award is to recognize the student whose record combines outstanding work in design with and excellent academic record in coursework. 2019 marks the inaugural year of this award.

Howard Crosby Butler Traveling Fellowship in Architecture
Students who are entering their thesis year submit anonymous proposals for summer research projects requiring travel.

Thesis Funding

The School of Architecture will provide up to $2,000.00 to each Post-Professional M. Arch student who is currently in thesis. No exception shall be made to the allocated amount. Please plan accordingly. The funding will be used only for thesis-related expenses, such as travel and materials. To apply, please submit a list of expenses (including these incurred during Summer and Fall semester) and a brief justification (500 words max) to the award opportunity in the Student Activities Funding Engine (SAFE): princeton.edu/studentfunding. This document will need to be approved and signed by your thesis adviser. Any questions regarding funding opportunities and reimbursement can be directed to the SoA Business Manager, Kate Harmon, at kmharmon@princeton.edu.

Assistant-in-Instruction (AI) Appointments

All graduate students who wish to be considered for an Assistant-in-Instruction (AI) appointment must submit an application following the announcement each semester.

As part of the online questionnaire, students will be asked to submit materials, including:
- An up-to-date resume/CV.
- An up-to-date portfolio if applying for a design studio or seminar.

All first-time AIs must attend mandatory AI training at the beginning of each semester. This is a requirement of the Graduate School, regardless of previous teaching experience, and is taught by the McGraw Center. Students must also complete the University's Sexual Harassment Training.

Please note:
1. The number of AI positions and hours assigned to each AI is determined by the Dean of the Faculty and is absolute. The position is also dependent on enrollment. If a course does not meet the required enrollment number, the AI appointment will be cancelled. The department is under no obligation to replace this appointment.
2. Any student with an incomplete on his/her transcript will not be eligible for an AI position.
3. Ph.D. students who are in ET/DCC status are ineligible for AI positions.
4. Preference is given to Ph.D. students and M.Arch students in thesis semester to serve as AIs for graduate studios to avoid scheduling conflicts.
5. In order to AI a course, students must be available to attend the course at its designated meeting time.
6. Selection of AIs is at the discretion of the faculty member teaching each course and is subject to approval by the DGS.

In addition to applying for AI positions within the School of Architecture, students are encouraged to apply outside the department. A list of available AI opportunities throughout campus can be found at gsapps.princeton.edu/AIJobPosting.

Mail and Kitchen

Mail

Mailboxes are located on the 3rd floor mezzanine level of the design studios and are provided for all departmental majors and students in the Program in Architecture and Engineering. E-mail and mailboxes are the two principal means of communicating with students. Students are encouraged to check these sources daily.

The Main Office will accept delivery of packages for students, but retrieval of these packages should be prompt. The School does not accept any responsibility for lost or damaged packages received on behalf of students.

During the summer, the School will not forward student mail. Therefore, students who will be away from Princeton should arrange to have someone check their mailboxes for them or have the U.S. Postal Service forward all mail to their permanent or summer addresses.

Mailboxes will not be available for continuing non-enrolled students. Upon completion of coursework, students should complete a change of address card with the U.S. Postal Service to have their mail forwarded. Mail received for non-enrolled students will be returned to sender.

Kitchen

A kitchen for student use is located in the north end of the Architecture Building, mezzanine level. This is the only approved space for cooking and/or making coffee in the School. These activities may not occur in any other area of the studio. Due to fire hazards, coffee pots, toaster ovens, hot plates, etc., found in the studio will be confiscated.

Studios

Studio enrollment will generally be ten to twelve students. Depending on the number of students, multiple sections may be offered.

Each student will be issued the following furniture and equipment for each semester that they require space in a studio:
- one 3' x 6' work table
- one 2' x 4' work table
- one drafting lamp
- one power strip
- one task chair
- one lockable steel cabinet

Students are responsible for the security of their own equipment and should lock their computer to their desks with their own security cables. They should not drill any holes or cut into the equipment in any manner. Students are required to return equipment at the end of the semester in the same condition it was received except for normal wear and tear. Students should report the breakage of any School-issued equipment to the Department Manager immediately.

Following the completion of the fall and spring semesters, all students must be prepared to move to a different desk. A new desk assignment will be issued each semester. Notifications will be sent out regarding deadlines for clearing out this space. Materials and supplies may not be stored in the building over the summer. Failure to clear out your space in a timely manner may result in items being thrown away.

There is a $20 fine for the replacement of lost keys.

Studio Culture Policy

Studio Culture Policy is not exclusive to studio. The guidelines regarding respect, intellectual engagement, experimentation, cooperation, collaboration, and time management extend to all courses, events, and interactions within the School.

BACKGROUND

As part of the National Architecture Accreditation Board (NAAB) conditions, each accredited school of architecture is required to have a written policy outlining the culture of its studio environment. This requirement is predicated on the American Institute of Architecture Students Studio Culture Task Force report from 2002, which encourages an environment that advocates values of optimism, respect, sharing, engagement, and innovation. These are all values that the Princeton University School of Architecture fully supports.

STUDIO PHILOSOPHY

Architecture is a discipline at once technical, aesthetic, and social in scope. As such, it involves a broad range of intellectual and practical abilities. Perhaps the primary attribute of architectural thinking is the ability to synthesize information from a number of different disciplines or areas of expertise. It is this synthetic, problem solving capacity that is best taught and understood in the context of design studio work. Studio work begins with the clear definition of a problem, proceeds through research to the identification of relevant data, and ends with the empirical testing and development of solutions. Many different skills come into play, from research and conceptualization, to drawing and model making. Students are encouraged to work with a wide range of media and to think about issues of process and representation parallel to design work. In studio work, material from the entire curriculum comes into play; you are encouraged to integrate material from courses in design, building technology, history/theory, and professional practice. Studio work is a collaborative process—an ongoing conversation with teachers, fellow students, and visiting critics.

ROLE OF STUDIO

Studio is a central component of the Architecture curriculum: the studio is the place where students research, propose, test, develop, and present design propositions that synthesize material from a diverse range of sources, both inside and outside the curriculum. It is a place of collaboration, intellectual exchange, and experimentation for students and faculty alike. The design studio is a place where students learn by doing; the School promotes creativity and celebrates the values of innovation and discovery. The studio is also a place to take responsibility for what a student has created, and to be able to present and defend a student's work in public. Finally, architecture is a collective art form; many design projects at the School are group based, and there is always an aspect of collaboration in studio. Every individual project contributes to the School's design culture. Students are very strongly encouraged to work in studio, in order to benefit from and contribute to this crucial collective dialogue.

STUDIO ATMOSPHERE

The School of Architecture encourages an atmosphere of mutual respect among students, staff, faculty, and administration, in studio, in reviews, in classes, and in the School in general. The School supports an atmosphere of intellectual curiosity, where new ideas and multiple points of view are encouraged. The School promotes cooperative understanding and views the studio to be a place where architectural ideas are discussed and debated, and where contradictory viewpoints can co-exist. Princeton's School of Architecture is known for discourse, critical thinking and self-directed learning. We actively encourage students not only to participate, but to initiate dialogue. The Studio is a laboratory for new ideas. One of the most productive aspects of studio culture is its variety and informality; many of the best ideas arise independent of a particular class, structure, or event, through an after-hours discussion or a chance encounter. *Pidgin*, the film series, and other such publications, programs, and events, for example, are often where new ideas take root. The School of Architecture welcomes and will support all such initiatives, which should be presented either directly to the Dean, Department Manager, or to the student representative.

DESIGN PROCESS

Studio culture encompasses a number of distinct aspects of design teaching: class sessions and group meetings in which ideas, studio problems or readings are discussed; individual tutorials (desk crits), which are perhaps the most characteristic component of design studio teaching; public reviews of varying degrees of formality (with and without outside critics); and finally the private time spent working in studio, where individual or group projects are developed and produced.

Each of these has a particular protocol and needs that have to be respected. In design teaching, production is important, but attention to design process is also necessary. Students are encouraged to clarify their thinking and present a full range of material that documents their design process. Individual desk crits will always be more productive when the student brings ideas and sketches to the table for discussion. Criticism in reviews will often focus on process, suggesting different avenues for exploration or alternative approaches. A productive studio culture benefits individual students and the School as a whole. Students working in studio are engaged in a common purpose; ideas, methods, and proposals may differ, but in different ways, everyone is working toward a similar goal. Students will find that this atmosphere of shared purpose informs and enriches everyone's individual work.

TIME MANAGEMENT
While studio is a home, the School of Architecture does not expect students to live there. Studio assignments can and should be completed in reasonable periods of time, without students having to spend all night at the School. The faculty is required to spell out all expectations, requirements, and deadlines in a clear manner and to work with their students to ensure that these are achievable within a realistic timeframe. The School of Architecture encourages students to balance their academic and personal obligations, including regular sleep, exercise, and healthy eating habits. Furthermore, studio should be rigorous and challenging, but it should not be allowed to overwhelm other academic obligations. Students should manage their time so as to avoid all-nighters, and if a conflict arises with any course deadlines, we encourage students to take up the issue as soon as the conflict becomes evident. Students should take any considerations they have at the School—whether compliments or criticisms—either directly to the respective faculty, the Dean, or to their student representative.

STUDIO SPACE & EQUIPMENT
While the School of Architecture is a small world, where everyone knows everyone else, we strongly encourage students to lock their valuables any time that they leave their desks. Students are also encouraged to turn off lights and other electronics when not in use.
Studio desks are a student's "home base" in the School. We ask that students respect the fact that

they are all sharing a single space and that noise travels. Students are encouraged to use headphones if listening to music and to take cell phone or extended conversations to another area of the building. We remind students that most of this is common sense and simple courtesy; communication and respect will go a long way to assuring that we can maintain a positive and productive atmosphere in studio.

CRITIQUES AND REVIEWS
In architecture, as in other creative fields, there is no single, shared set of objective criteria that allow us to say definitively that a project or solution is right or wrong, good or bad. It is for this reason that discussion and criticism on reviews tends to concentrate on clarity and consistency, as opposed to making judgments of value or quality. While adhering to rigorous standards and promoting high expectations for design work, the School of Architecture advocates constructive criticism and respectful dialogue, however spirited, in all reviews and discussions, public or private. Faculty need to understand that reviews are stressful to the students; the School encourages thoughtful debate and respectful dialogue. Criticism should be specific in nature and dedicated to advancing the student's work. For their part, students also need to respect the review process. This means arriving on time, being well prepared, adhering to the schedule proposed by the design critic, and attending the entire review. In addition to serving as a means to assess the progress of individual students, reviews are a valuable forum for public discussion. The conversations that take place in reviews are an integral component of design teaching. It is expected that all students will be present for the entirety of all reviews. Attending the full review is not only a gesture of respect and support for fellow students, in many instances, all students will benefit from comments made at another student's review. Remaining in studio working up to the last minute not only disrupts the review process but is also disrespectful to fellow students, and one will miss out on important studio content.
Presentation materials for design reviews must be ready one-half hour prior to the starting time of the review, and the first student(s) to present their work must have their project hung and arranged for presentation by the appointed starting time.

STUDIO GRADES

Studio grades serve two purposes: on the one hand they let students know where they stand in relation to the expectations of the School and the individual professor, and on the other hand, they allow the School to track the performance of each student and make sure no one is allowed to fall behind. That said, it should be emphasized that grades are only one measure—and probably not the most important measure—of a student's performance in studio or of future potential. Criticism and advice provided in desk crits, pin-ups, and reviews will form a more substantial and productive evaluation. In all studios, the design teacher is required to give a detailed written or verbal evaluation that addresses each individual student's strengths and areas for improvement as well as outlined recommendations for further work and future studios.

SoA Laboratory Systems

Up-to-date hours, information, tutorials, and resources can be found on our website, archfab.princeton.edu.

HOURS

Monday–Thursday	9am–10pm
Friday	9am–5pm
Saturday–Sunday*	12pm–8pm

*Weekend hours are subject to change based on shop monitor availability. Please check the sign posted on the shop door or our website for more up-to-date hours or changes in schedule. Extended hours may be offered during reviews and other busy times.

CONTACT INFORMATION

Email	soashops@princeton.edu
	General shop inquiries
Marie-Odile Baretsky	marie.baretsky@princeton.edu
	Manager of Digital Fabrication, Technology, and Research
William Tansley	wtansley@princeton.edu
	Shop Technician (daytime hours)
John Hunter	jhunter@princeton.edu
	Shop Technician (evening hours)

The School of Architecture has two facilities available as a resource to School of Architecture faculty and students enrolled in their courses. The first is the School of Architecture Laboratory (aka SoA Lab), a full-service model laboratory located on the School of Architecture's ground floor. It houses some of the latest computer-driven fabrication tools, a list of which can be found below. All can be utilized after the completion of orientation and training sessions. There are always shop staff or trained student shop monitors on duty when open.

The second facility is the Embodied Computation Lab (ECL), which is located behind Frick Chemistry and in front of Jadwin Gymnasium off Washington Road. It is available for supervised use to all students when a monitor is present. This facility houses a robotics lab, a gantry crane, metal shop, and ample space to pursue and build complex architectural mock-ups.

Orientations regarding shop safety, machine operation and nomenclature, and digital fabrication machine use are mandatory for all architecture students using either of the labs and are given at the beginning of every semester. Students using any of the SoA Laboratory Systems resources will be responsible for the purchase of individual supplies. The shop is not responsible for stocking any materials or equipment except for that which allows for a safe and productive use of the equipment. Careful treatment of the equipment is expected.

The School of Architecture laboratory systems makes every attempt to assist students with material procurement, but delivery, acceptance of delivery, payment, and transport are students' responsibility. The Architectural Laboratory staff are not responsible for any delivery or transport of materials ordered by students. The material will be stored in the shop for no more than two weeks, at which point it will be sacrificed to shop ownership.

There should be no spray painting in and around the Architecture Building and on the grounds by the building; violators will be subject to disciplinary action. There is a spray booth located in the woodshop available during regular shop hours. Only approved paints and chemicals may be used in the spray booth. Please find a list of these approved chemicals on the School of Architecture website. Any other chemicals purchased by students for use in their projects must have all accompanying MSDS documents and be stored off of the School of Architecture property. Any chemical product left at the School without appropriate documentation will be confiscated and discarded in accordance with University policy.

Students are responsible to adhere to all university shop and lab policies when operating within the shops. This is in tandem with any machine or shop specific policies. We ask students to please clean up after themselves and to be considerate of the resources we provide. Additionally, the shop reserves the right to deny access to students if they fail to adhere to the stated policies.

Digital Fabrication: SoA Laboratory Systems

The following is a list of digital fabrication tools available for School of Architecture students to use at the SoA. For specific use policies, please visit archfab.princeton.edu.
- Zund G3 Digital Cutter
- 2 Universal Laser Systems PLS 6.150 75-watt CO2 Laser Cutters
- CAMaster Python 4'x8' CNC Router Table
- Formech 686 Thermoformer
- 10 Dremel DigiLab 3d45 3d printers
- 2 Creality Ender 3 pro

Digital Fabrication: Embodied Computation Lab (ECL)

The following is a list of digital fabrication tools available for School of Architecture students to use at the ECL For specific use policies, please visit archfab.princeton.edu.
- ABB IRB 7600 Robotic Arm
- 2 ABB IRB 4600 Robotic Arms mounted on 12' tracks (linked together)
- 2 ABB IRB 120 Robotic Arms
- 2 UR3 Robotic Arms

Additionally, the shop houses an array of metal working machines and tools, a small woodshop, a 5-ton gantry crane, and the space to construct large architectural mock-ups.

Library

ACADEMIC YEAR HOURS

Monday–Thursday	8:30am–12am
Friday	8:30am–9pm
Saturday	11am–9pm
Sunday	1pm–11:45pm

SUMMER HOURS

Monday–Friday	9am–5pm
Saturday–Sunday	closed

CONTACT INFORMATION

Website	library.princeton.edu/architecture
Email	ues@princeton.edu
Phone	609–258–3256
Gabriella Karl-Johnson	gjk@princeton.edu
	Architecture Librarian

The SoA Library opened in 1964 as the Library for Urban and Environmental Studies, with the Bureau of Urban Research constituting its charter collection. Today, the library, still familiarly referred to as UES, is one of ten libraries within the Princeton University Library system. The collection's strengths include modern and contemporary architecture and urban design, architectural history, theory, and practice. Additionally, the Library supports green design, sustainable architecture, social factors in design, architecture and the visual arts, architecture in developing countries, landscape architecture, and building technology. Together, with the resources housed throughout the Princeton University Libraries, the SoA Library provides access to a comprehensive collection supporting the fields of architecture, architectural research and theory, and urban planning and design.

COLLECTIONS
Among the SoA Library holdings are more than 22,000 volumes onsite with tens of thousands more in the Library's Annex and ReCAP off-site locations. The SoA Library subscribes to a suite of online architectural, design, and engineering databases and online image collections, and regularly acquires architecture and urban studies related video and multimedia material. The Library subscribes to more than 350 domestic and foreign periodicals, ranging from professional practice and design titles to academic journals and peer institutional publications. A small collection of semi-rare materials and the most recent SoA senior theses are held in the library for onsite use. Other rare architectural materials are held offsite at ReCAP and in Firestone Library. These items can be requested for in-library usage.

Collections of interest beyond the SoA Library include the Marquand Library with some 400,000 volumes on all aspects of archaeology and art, including architectural history prior to the 20th century; the Stokes Library for Public and International Affairs and its Population Research Collection; the Engineering Library with its technical and civil engineering resources; and the Map and Geospatial Information Center (offering GIS resources and services) in the Fine Hall Annex.

CIRCULATION POLICIES
The SoA Library is a fully circulating collection. Faculty, staff, graduate students, and undergraduate seniors may borrow any circulating materials for a period of one academic term while all other undergraduates may borrow items for up to 8 weeks, depending on the library from which the materials are loaned. Reference materials, periodicals, Librarian's Office items, and restricted ReCAP collections will not circulate.

Materials may be renewed but are subject to recall. Overdue materials are generally fined $0.25 per day and a patron's account is blocked when $20 in fines have accrued. Fines for recalled material or overdue reserves are higher.

RESEARCH SERVICES
The Library offers focused orientations for incoming M.Arch and Ph.D. students each fall, as well as a number of classes on research methodologies, citation management systems, and one-on-one tutorials and consultations. Library research consultations can help ensure that all relevant PUL, regional, consortial, and international collections are identified in your research process, as well as refer you to other pertinent

subject specialists on campus and further afield. Individual research consultations with the SoA Librarian are available on a drop-in basis and by appointment.

STUDENT SHELVES & CARRELS
UES has discontinued the assignment of study carrels to SoA seniors working on their theses and M.Archs in the final semesters of their programs. Carrel spaces are available for casual patron use on a daily basis. Materials left in or on carrels will be reshelved at the end of each day.

The collections of Marquand Library do not circulate outside the library, and all SoA students can request shelf space in Marquand when utilizing the collections. SoA Ph.D. students may request a study carrel in Marquand Library by contacting the SoA Librarian. All carrels and shelves are available on a first come, first served basis.

The computing facilities are open 24 hours a day, 7 days a week, year-round. Princeton ID is required for building access after normal hours.

HELP DESK HOURS
Monday–Friday	9am–6pm

Additional help desk hours subject to student monitor availability:
Monday–Friday	6pm–10pm
Saturday	12pm–8pm
Sunday	12pm–4pm

CONTACT INFORMATION
Office	N-09
Website	archcomp.princeton.edu
Email	archcomp@princeton.edu
Andrew Ona	ao3057@princeton.edu
	609–258–2250
	Manager of Architectural Visualization and Classroom Instruction
David T Santoro Jr	dsantoro18@princeton.edu
	609–258–8031
	Technical Support Specialist

COMPUTING FACILITIES
The following policies should be observed while using the School's computing facilities:
- Please report all computer-related problems to the School's IT staff immediately by submitting the following form: archcomp.princeton.edu/help-request. Please include the name of the computer and a description of the problem.
- Take all personal belongings with you when you leave the lab. You may leave resources at your workstation if you are in the middle of a project and leave momentarily.
- Please discard all scrap paper and draft prints in the recycling bins. You are responsible for cleaning up after yourself.

All paper on the floor or left on the tables for more than one day will be discarded.

- Eating and drinking in the computing facilities is discouraged. If you bring food or beverages into the computer lab please discard all waste and clean up any spills.
- Personal folders and files are not to be saved to the hard drives on any of the computers in the lab. Personal files and folders are deleted at the end of the school year. Please save all personal folders and files to an external drive, cloud storage, or the central file server.
- The School's computer facilities are for SoA-related design work only. E-mail, word-processing and web searches are permitted but must yield to architectural design projects. At no time should audio, video, or other recreational files or applications be downloaded to the machines in the lab without first consulting the IT Department.
- Plotters should be used to print large-scale drawings only. Text documents should be printed to the Canon laser printers.
- All computers, monitors, computer accessories, manuals, and chairs are the property of the School of Architecture and belong in the computer lab at all times.

The School's IT Department reserves the right to restrict access to the School's computing equipment in the event that a major problem occurs. In addition, the lab may be closed at certain, announced times for regular maintenance. The lab will be closed during this time. This restriction may include access to the printers.

NETWORK
In order to use the School's software, access the Internet, share files, and print to the plotters, students are required to maintain a network connection. The wireless network is accessed via Eduroam. If requesting a wired ethernet connection, visit the following page for more information: kb.princeton.edu/KB0011604.

TECH SUPPORT
The resources in the lab and throughout the school are to be used in a manner consistent with the University policy and law. To review this policy, visit itpolicy.princeton.edu.
The School provides numerous software applications including Architecture specific software, a high-end computer lab, two Canon color printers

(letter and tabloid), 5 high-end plotters (HP and OCE Colorwave), one wide-format Contex scanner, equipment loans, a Photo Room and several Media Carts (65" Vizio LCD panels on a mobile cart with Apple TV and MacMini connected).

The SoA Helpdesk (N-09 Window) provides support for most of the resources in the School (computing, printing, software, equipment loans, etc). Princeton University's Office of Information Technology (OIT) offers support for computers through the OIT HelpDesk. The nearest helpdesk to the Architecture Building is in Frist.

Students are strongly encouraged to use a cable lock to secure their computer equipment to their desks. Feel free to reach out to staff for recommendations. The School takes no responsibility for computer equipment that is damaged or stolen while in the building.

I.T. orientation for new students will be offered at the beginning of the year to explain how to access software and printing resources. Staff are available Monday–Friday during normal business hours to offer technical support. In addition, the University offers a 24/7 helpdesk (258–HELP) and an extensive knowledge base on the University's website.

PRINTING POLICIES
In order to print from a personal computer, all users will be required to download and install a printing client, Papercut. Instructions will be posted on the computing website archcomp.princeton.edu.

Students will be charged for printing activities at the School of Architecture (excluding PH.D. students). The Dean provides each student with a $150 allowance per semester. Using the print management system, PaperCut (separate from the rest of the University) students can add additional funds to their account by logging into the PaperCut portal with their NetID and password. Student accounts will be charged at the end of each semester for any additional funds added to their printing account. Using the PaperCut portal, students can check balances, job transactions, print jobs, and request refunds. Pricing for printing to the plotters and laser printers is posted on the SoA website and in the computer lab.

A variety of plotter paper will be provided by the School, including regular bond, heavyweight bond, Vellum, Mylar and Clear Film. If students want to use their own paper, please see the IT Department for instructions and to confirm that the paper will work with SoA plotter.

RESOURCE FEE

An annual resource fee of $350 is charged to Graduate (non-Ph.D.) student accounts at the beginning of each Fall semester. This provides access to the School of Architecture software, around-the-clock use of the SoA computer lab, unlimited access to and maintenance of all the available resources in the building including printers, plotters, computers, equipment loans, Media Carts, shop, and facilities.

AV EQUIPMENT LOANS AND PHOTO STUDIO

The School maintains and circulates a number of DSLR cameras, lenses, camcorders, digital audio recorders, tripods, digital/analog projectors, and a photo room equipped with two backdrops (black and white; green available by request) and a variety of light fixtures. To borrow equipment, SoA students should visit the SoA Helpdesk during normal business hours to check-out. The School uses Cheqroom to track and loan equipment. To retain borrowing privileges, students must return equipment promptly and in good order. Loans are typically for one day or one night only, unless by arrangement. Review the website for the most updated information.

WORKSPACE

The space adjacent to the 3D Printers on the Ground Floor is a "dirty" workspace. Students can use the space to assemble models and finalize projects. Students are responsible for cleaning up after themselves and disposing of materials properly.

Archive

Located on the ground floor of the Architecture Building, the Archive houses the School's archival multimedia collections (image, audio, video, works on paper) and historic faculty/staff administrative files.

ARCHITECTURE COLLECTIONS OVERVIEW

The image collection includes analog and digital content. Approximately 64,000 35mm teaching slides cover American and western European architecture from the 19th and 20th centuries. Digital image holdings include slide scans, born digital teaching images, photography of exhibitions and studio reviews, and student work. Digital images from the SoA and other repositories on campus are available to search and download for research and class presentations in Almagest, Princeton's online media catalog, and Artstor Digital Library, a digital archive containing over two million images from 290 collections, including Princeton-specific holdings.

The audio visual Collection—about 1,300 analog cassette tapes, VHS, MiniDV, and Hi-8 video tapes—includes recordings of lectures, conferences, and public reviews held at the School of Architecture from 1975 to the present. Video recordings from events since 2009 are available on Vimeo and the SoA website. Older recordings, on cassette tapes, are digitized on request and as time permits. A FileMaker Pro database is available so that patrons can search the catalog.

The student work collection contains approximately 600 studio and thesis projects from c.1920s through c.1969. Between the 1920s and 1980, undergraduate and graduate students documented studio and thesis projects by submitting hand-illustrated 30"x 40" (or larger) boards to the School. These projects reflect the shifting pedagogical focus of Princeton architecture faculty, including Jean Labatut, Neville Epstein, Robert Geddes, Alan Chimacoff, and Michael Graves. Most of these early MFA thesis and studio projects by students like Charles Moore, Hugh Hardy, and Robert Venturi are now digitized thanks to the generous support of the David A. Gardner '69 Fund in the Humanities Council. As part of that project, the SoA built a FileMaker database to allow faculty and students to search the catalog and view digital images for work up to 1970. Later projects, documented on slide film and

born-digital since the early 2000s, are slowly being catalogued, although the images are readily available. This archive serves as a reference tool for faculty and students.

The SoA Archive is a repository of faculty collections, administrative records from 1930 to the present, syllabi, models, works on paper, and miscellaneous objects. At present, there is material related to two faculty members: Jean Labatut (1899–1986) and Martin L. Beck (1900–1989). The Labatut Collection includes papers, 35mm and lantern slides, films, blueprints, drawings, project files, and student works donated to the School by Professor Jean Labatut, Chief Design Critic and Director of Graduate Studies from 1928 to 1967. The Beck Collection consists of personal and professional files from 1925 to 1980. A 1928 graduate from Princeton's School of Architecture, Martin L. Beck taught at the School until the war effort pulled him away on government contracts in the 1940s. His papers include lecture notes, slides, sketchbooks, plans and photos, and correspondence. These faculty collections remain uncatalogued at this time, but substantial materials from the Labatut collection (and the School) are available in the Department of Rare Books and Special Collections' Manuscript Division (Firestone Library) and the Princeton University Archives and the Public Policy Papers (Seely G. Mudd Manuscript Library). The SoA object collection includes framed drawings by Frank Gehry, Robert Venturi, Jean Labatut, models used in Victor Olgyay's book *Design with Climate* (1963) and a pair of drawings Le Corbusier executed in chalk on 18-foot-long rolls of tracing paper while lecturing in Princeton in 1935.

ACCESSING THE ARCHIVES
Instructions for accessing the Archives is provided via the website each semester. Please reach out to archcomp@princeton.edu with any questions.

Student Archiving Requirements

Given the importance of the archive, every student must submit their studio work to the SoA Archive at the conclusion of each semester. This is required to be submitted before the beginning of the next semester, and thesis work is to be submitted before graduation. Work collected may be used by Princeton University for promotional purposes and accreditation.

The submission process and requirements are as follows:
- Complete the Student Work Cataloging Form: soa.princeton.edu/content/student-work-cataloging-form
- Complete the Release and Hold Harmless Form: soa.princeton.edu/content/student-work-release-form
- Gather digital files and photography:
  - Export full layout boards to .pdf at the "high quality print" setting
  - Extract key, or essential, images as individual files:
    - For the web: Key images should be jpgs or pngs saved for web at maximum 1920x1080 pixels, 72 pixels per inch (ppi). Please provide a caption for each image
    - For publication: Vector line drawings and graphics should remain vector files (.ai or .eps), and should also be saved to .pdf. Make sure to include all linked files by embedding images and fonts. Photoshop documents should be flattened and saved as .tif files. Photographs (including model photos) and scanned images should also be saved as .tif files, and, if possible, no images should be smaller than 9x12 inches at 300 ppi (2700x3600 pixels).
  - Include animations in Quicktime MPEG-4 format (.mov or .mp4)
- Organize your files:
  - Files should be clearly labeled and arranged into titled folders (e.g. "Final Boards," "Plans," "Model Photographs," "Renderings," "Key Images")
  - Discs should be labeled with student name, title of thesis, course name, faculty name, and date
- Visit soa.princeton.edu/zone/archive#137 and click the Dropbox links to upload your files. Please zip your files as one file, and upload the zip to Dropbox.

International Students

The Davis International Center offers specialized support for international students and scholars, including resources to help adjust to life at Princeton. Their team of dedicated advisers can assist students with questions about immigration status and practical adjustment to the United States. Through their programs and events, students will have an opportunity to develop social connections and gather information that will help them settle into the U.S. culture. Learn more at davisic.princeton.edu/.

Optional Practical Training (OPT) for International Students

F-1 visa holders may be authorized for up to a total of twelve months of full-time optional practical training (OPT) at each education level (i.e., undergraduate, graduate, post-graduate). OPT may be taken during the course of study (pre-completion OPT) or after degree completion (post-completion OPT). Any questions about OPT should be referred to the Davis IC. Students must apply for OPT a minimum of three months before their expected completion date and should speak with their international adviser at the Davis IC to discuss the application process. International students who have studied science, technology, engineering, or mathematics at the bachelor's or higher level may qualify for a 24-month STEM OPT extension. Students should inquire at the Davis IC for more information. Only international degree-seeking students are eligible to apply for OPT. In accordance with Graduate School policy, non-degree international students cannot be approved to work off campus after completion of the academic objective that associates them with Princeton University. Learn more at davisic.princeton.edu/immigration/current-students/optional-practical-training.

NAAB Statement

In the United States, most registration boards require a degree from an accredited professional degree program as a prerequisite for licensure. The National Architectural Accrediting Board (NAAB), which is the sole agency authorized to accredit professional degree programs in architecture offered by institutions with U.S. regional accreditation, recognizes three types of degrees: the Bachelor of Architecture, the Master of Architecture, and the Doctor of Architecture. A program may be granted an eight-year, three-year, or two-year term of accreditation, depending on the extent of its conformance with established educational standards. Doctor of Architecture and Master of Architecture degree programs may require a preprofessional undergraduate degree in architecture for admission. However, the preprofessional degree is not, by itself, recognized as an accredited degree. Princeton University School of Architecture offers the following NAAB-accredited degree program(s):
- Master of Architecture (non-preprofessional degree + 108 graduate credit hours)
- Master of Architecture (preprofessional degree + 72 graduate credit hours)

Next accreditation visit for all programs: 2024

The 2024 accreditation visit will follow the NAAB 2020 Conditions for Accreditation and the 2020 Procedures for Accreditation: naab.org/accreditation/conditions-and-procedures
    In order to promote transparency in the process of accreditation in architecture education, the following documents are available to the public in the Dean's Office, located at S-110 Architecture Building:
- Annual Reports
- NAAB responses to the Annual Reports
- Final decision letter from the NAAB
- Architecture Program Report (2014–2015)
- Visiting Team Report (2015)

Also available are the NAAB 2014 Conditions for Accreditation (naab.org/wp-content/uploads/01_Final-Approved-2014-NAAB-Conditions-for-Accreditation.pdf) and the 2015 Procedures for Accreditation (naab.org/wp-content/uploads/2016/03/Full-Document.pdf).

Student Engagement

Student Groups
The SoA is home to multiple student groups. Details, links and contact information at soa.princeton.edu.

NOMAS
The Princeton University Chapter of the National Organization of Minority Architecture Students is an organization of BIPOC students and allies within the SoA, and the larger architectural student body of Mercer County, who are dedicated to advancing visibility and opportunity for minority groups in architecture. NOMAS serves as a resource for employment, fellowships, grants, and professional mentorship opportunities. Through events, lectures, and other programming NOMAS fosters an inclusive community environment for the graduate and undergraduate student bodies.

SALON SERIES
Salon Series are evenings of participatory conversations held at the SoA's South Review Space curated around a central topic, in which SoA students and emerging voices within and adjacent to the discipline can share work and engage in dialogue.

SOA HAPPY HOUR
A monthly Happy Hour organized and hosted by the Happy Hour Society comprised of SoA graduate students, themed (for fun!) and occasionally co-hosted with other SoA Student Groups.

SOA RADIO
Hosted on Mixlr (psoa_radio), SoA Radio broadcasts a variety of media, including: breakfast shows and studio jams, songs about buildings, book readings, and interviews with SoA Faculty, along with cross-programming with other SoA Student Groups, like *Pidgin Radio*.

PIDGIN MAGAZINE
Pidgin is a publication edited and designed by graduate students at the Princeton University School of Architecture. The name *Pidgin* encapsulates the spirit of the journal: a type of communication formed by a lack of common language, and a homonym for a low-tech, feathered dispatch. From its inception in 2005,

Pidgin has provided a platform for the written and visual detritus of students, faculty, practitioners, historians, and theorists at Princeton and beyond, emphasizing current critical work across formats rather than polished products. By assembling a range of contributors and work, each issue creates an eclectic compilation of contemporary thought in architecture and its related disciplines.

RUMOR
Rumor is a monthly publication and installation. Each *Rumor* reviews* a work of architecture** and comes with an interactive launch intervention in or around the School of Architecture at Princeton University. *Rumors* spread via email, across desks, and on air. They're forwarded, or printed, folded, and passed as notes.

*Working in the language of critiques and proposals rather than abstract speculation, each issue takes on a single work of architecture, reviewed by one or more authors.
**What is a work of architecture is a matter of language. Rumor defines it as anything that fits together separate parts, or assembles materials into a structure. It is a piece of the world, physically constructed in the 21st century.

WOMXN IN DESIGN AND ARCHITECTURE (WDA)
A graduate student group formed in 2014, WDA presents an annual conference that celebrates the work and legacy of a pivotal architect or designer with contributions from international historians and scholars, in addition to artists, curators, and practitioners.

Exhibitions
The SoA presents one to two exhibitions in the North Gallery each semester; find details and dates on the website. SoA staff hires M. Arch students to assist with production and installation; contact the Exhibitions Manager for details.

Student Representatives
Student representatives for every class are elected in September, details will be posted on the SoA website.

University Policies

Students are required to abide by and review the following
University policies:
1. Emergency Action Plan
   Visit emergency.princeton.edu/how-to-prepare
   /emergency-action-plans to review the University's
   Emergency Action Plan.
2. Fire Emergency Plan
   Visit emergency.princeton.edu/more-info/policies
   /fire-emergency-policy to review the University's
   Fire Emergency Plan.
3. First Aid Policy
   Visit emergency.princeton.edu/more-info/policies
   /first-aid-policy to review the University's
   First Aid Policy.
4. Smoking Policy
   Visit ehs.princeton.edu/health-safety-the-campus
   -community/smoking-campus to review the
   University's Smoking Policy.
5. Alcohol Policy
   Visit uhs.princeton.edu/health-resources/alcohol to
   review the University's Alcohol Policy.
6. Travel Information
   Visit travel.princeton.edu to review the University's
   Travel Information.

2023–24 Princeton University School of Architecture Post-Professional M.Arch Student Handbook