



Master of Architecture (MArch)
ADMISSIONS 2020-21

Application Requirements

1. Undergraduate degree in architecture or its equivalent
2. Fulfillment of the English language proficiency requirement
3. Completed application form (submitted via CUHK Graduate School's [Online Application System](#))
4. Design portfolio
5. Statement of purpose
6. Supporting documents
 - a) Official transcripts with grading scheme from the university attended by the applicant*
 - b) Copies of degree certificates
 - c) Copies of certificates of academic/professional qualifications, if any
 - d) English language proficiency test reports, if any*
 - e) Confidential recommendations from two referees[#]
 - f) Employer's evaluation form[^]
 - g) Record of practical experience
 - h) Proof of at least 9 months of practical experience*
 - i) Declaration of academic integrity
 - j) Copy of HK identity card or overseas passport

All application materials shall be uploaded (except items e and f) to the School of Architecture Application Materials Collection Platform no later than **17 January 2020**. More information on the supporting documents required by CUHK can be found at the [Graduate School website](#).

*The supporting documents must be sent to the School of Architecture directly from the university/institution/referees/employers or in sealed envelopes from the applicant.

[#]The supporting document must be submitted directly by referees/employers on CUHK Graduate School's [Online Confidential Recommendation System](#) or sent directly to the School of Architecture via email (MArch@arch.cuhk.edu.hk) no later than **17 January 2020**.

[^]The supporting document must be submitted directly by employers on School of Architecture's **Employer's Evaluation Form System** or sent directly to the School of Architecture via email (MArch@arch.cuhk.edu.hk) no later than **17 January 2020**.

Application Procedures

- 1) Apply for admission via CUHK Graduate School's [Online Application System](#).
- 2) Upload the application materials to the School of Architecture [Application Materials Collection Platform](#) no later than **17 January 2020**:
 - A_Copy of online application form
 - B_Design portfolio in PDF format
 - C_Statement of Purpose
 - D_Official transcripts with grading scheme from the university attended by the applicant
 - E_Copies of degree certificates
 - F_Copies of certificates of academic/professional qualifications, if any
 - G_English language proficiency test reports, if any
 - H_Confidential recommendations from two referees
 - I_Record of practical experience
 - J_Proof of at least 9 months of practical experience
 - K_Declaration of academic integrity
 - L_Copy of HK identity card or overseas passport
 - M_Curriculum vitae, if any

Please note that all application materials will be discarded upon completion of the admission exercise and will not be returned.

Notes

- A. Copy of online application form generated upon completion of application on CUHK Graduate School's [Online Application System](#).
- B. Design portfolio requirements:
- i_Cover
- Indicate clearly your full name and application number
 - Include the date and programme you are applying for
- ii_Format
- 20 pages, single sided
 - Landscape orientation
 - PDF format smaller than 10MB, as softcopy
- iii_Content
- Feature 4 academic projects only
 - Each project has to be titled
 - Projects should be arranged in chronological order, starting with the most recent one
 - Include architectural drawings (plans, sections, etc.)
 - Include evidence of the design process, i.e., the thinking behind each project
 - 2 pages maximum dedicated to professional work
 - No models of physical artifacts can be submitted
- iv_Credit and plagiarism
- Proper credit and context must be given to all work featured in the portfolio, including authors, collaborators, and professional offices in which the work was completed
 - Failure to credit work properly or appropriating other people's work is a serious offence and may result in the portfolio being discounted or the applicant being disqualified
- C. Each applicant has to answer one of the following questions in approx. 300 words:
- i_Describe an influential book that has shaped your architectural thinking.
- ii_What is your most pressing architectural concern?
- iii_Discuss a recent building that inspires you, and articulate your reasons why.
- D. Official transcripts together with the Transcript Submission Covering Sheet must be sent directly from the university or in sealed envelope and sent by the applicant. Applicants should download the Transcript Submission Covering Sheet from the online application system and send it to their respective university to apply for transcripts. There should be explanatory notes printed/ attached to the transcripts indicating the grading scheme of the university. Certificates and transcripts which are not in English or Chinese should be accompanied by an official certified translation in either English or Chinese. Please note that photocopy/certified true copy of transcripts will not be accepted.

- E. Applicants with degrees awarded by overseas universities through distance learning or completing a curriculum of short duration are required to provide an assessment report from the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ) on the level of qualification obtained by the application deadline.
- F. Certificates of academic/professional qualifications should be sorted in chronological order in the submission.
- G. Applicants must fulfill the [English language proficiency requirement](#) prescribed by the University no later than **17 January 2020**. Applicants who hold a degree from a non-English speaking country are required to submit one of the following original score reports for assessment:
- TOEFL: 550 (Paper-based)/79 (Internet-based); or
 - IELTS (Academic): 6.5; or
 - GMAT (Verbal): Band 21
- TOEFL and IELTS are considered valid for two years from the test date. GMAT is considered valid for five years from the test date. The original score reports must be sent from the institutions concerned to the School of Architecture directly. Photocopy/certified true copy of score reports will not be accepted.
- H. Applicants are required to submit confidential recommendations by two referees through either one of the methods below:
- i_ Download the Confidential Recommendation Form from the online application system and send the form to your referees. The completed forms should be sent back to the School of Architecture via email no later than **17 January 2020**.
 - ii_ Fill in the contact details of your referees on the online application system. Invitations for confidential recommendations will be sent to the referees automatically, and the referees are required to input their recommendations online within 14 days from the date of invitation. If your referees miss the deadline, please provide them with the form in hardcopy to complete the confidential recommendations.
- I. Record of practical experiences should be listed in chronological order in the submission.
- The minimum period of practical experience is 9 months and should be gained after the completion of an undergraduate degree in Architecture or its equivalent. Of this, 5 consecutive months should be gained as a full-time employee in an architectural office, either in Hong Kong or abroad. The remaining 4 months can consist of equivalent experience, including working in other areas of the construction industry, research studies in related fields, or participation in community development projects.
- The requirement for practical training can be waived for applicants who possess a 5-year undergraduate professional degree in Architecture recognised by the country where the school is located.

Applicants are required to submit the proof for fulfilling the 9-month practical experience no later than **12 June 2020**. The letter should include the start and end dates of employment, the position, and that it was a full-time employment. The ultimate judgment and decision as to whether the conditions for admission are fulfilled by the applicant shall be vested in the School of Architecture. As a general policy, no refund will be arranged upon acceptance of an offer except under special circumstances as deemed by the School of Architecture.

- J. The Chinese University of Hong Kong places a very high importance on honesty in academic work submitted by students, and adopts a policy of zero tolerance on cheating in examinations or plagiarism. Any related offence will lead to disciplinary action including termination of studies at the University. Applicants are required to submit an Academic Honesty Declaration for the application materials submitted.
- K. All non-Hong Kong applicants are required to submit a copy of their passport.
- L. Applicants should list their accomplishments and professional qualifications in chronological order.

Statement of Purpose

Name of applicant:

Telephone No.:

Application No.:

Email address:

University of Bachelor Degree:

Address of the University:

Name of programme:

Study mode (please tick): Full-time ; Part-time ; Distance learning

Duration and place of study: year(s); (country)

Date of conferment of degree:

Overall cumulative GPA/grade:

Please answer one of the following questions (approx. 300 words):

i_ Describe an influential book that has shaped your architectural thinking.

ii_ What is your most pressing architectural concern?

iii_ Discuss a recent building that inspires you, and articulate your reasons why.

Declaration of Academic Integrity

The Chinese University of Hong Kong places a very high importance on honesty in academic work submitted by students, and adopts a policy of zero tolerance on cheating in examinations or plagiarism. Any related offence will lead to disciplinary action including termination of studies at the University.

I hereby affirm that all the application materials submitted herewith are my own work, and that proper credit and context have been given to all the projects, including authors, collaborators, and professional offices in which the work was completed.

Date:

Signature:

Name of applicant:

Application No.:

Employer's Evaluation Form

Name of applicant:

Application No.:

The person above has applied for admission to the Master of Architecture programme at the Chinese University of Hong Kong. As the direct supervisor, your candid evaluation of the applicant's ability to succeed in the programme and to contribute to the profession would be greatly appreciated. Please answer the questions below and send this form to the School of Architecture no later than **17 January 2020**.

How long and in what capacity have you known the applicant?

How do you judge the applicant's abilities, compared with his or her peers?

	outstanding	good	average	poor	unable to judge
Ability to work within and anticipate requirements
Design skills
Management potential
Initiative and motivation
Ability to work with others

Please describe the applicant's architectural ability concerning: design, critical thinking, teamwork, and verbal skills.

Name of the evaluator:

Signature:

Name of the company/organisation:

E-mail address:

Telephone No.:

Address:

Date:

Please return the completed form to School of Architecture via email (MArch@arch.cuhk.edu.hk) no later than 17 January 2020.