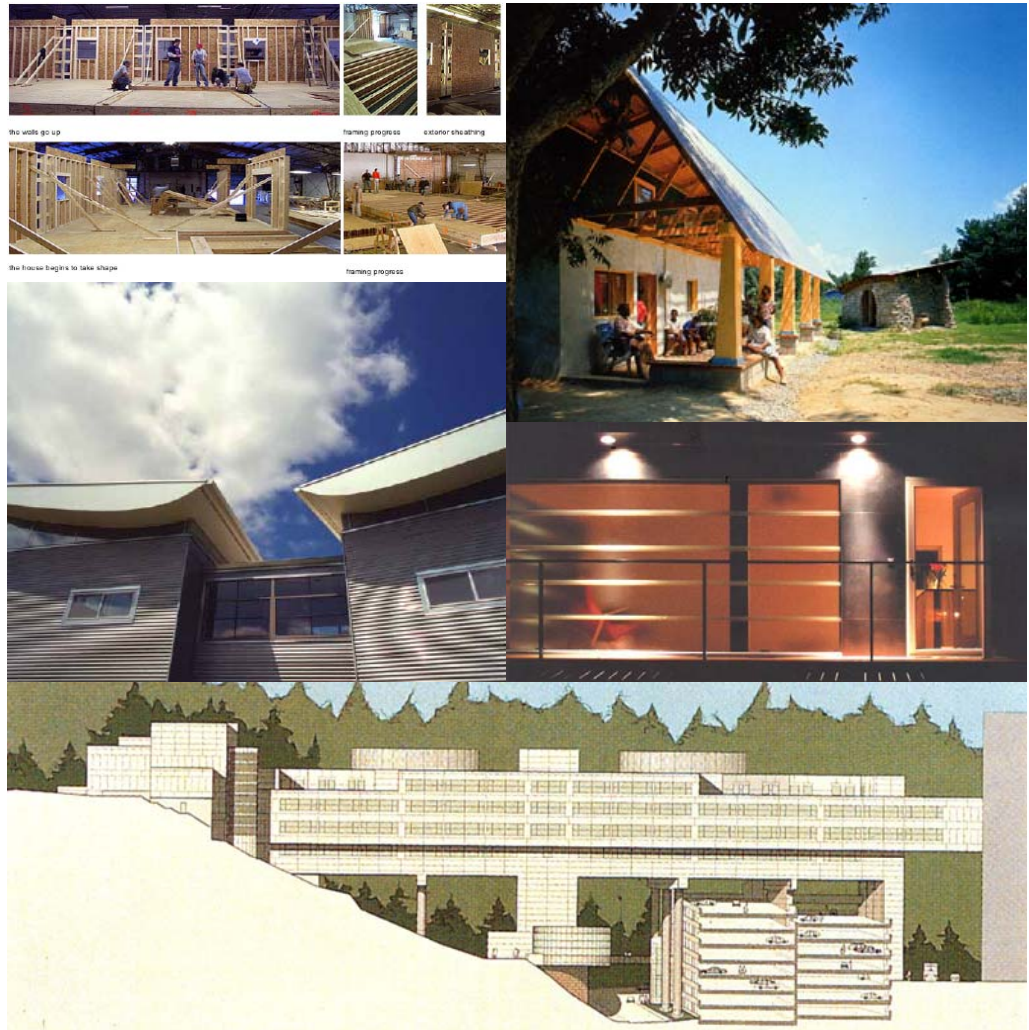


# Ph.D. in Architecture Graduate Student Handbook 2007-2008



# Doctor of Philosophy (Ph.D.) in Architecture

## School of Architecture and Urban Planning

### The University of Kansas

#### Overview

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The Doctor of Philosophy (Ph.D.) in Architecture at the University of Kansas is offered through the School of Architecture and Urban Planning. The Ph.D. in Architecture program is designed to provide students:

- a) an advanced understanding within a recognized knowledge category of architecture;
- b) a concentration of specialized and advanced coursework that will create a context for robust inquiry;
- c) the skills, attitude, and support necessary to conduct original research that advances and contributes to the body of knowledge within a defined area of specialization.

The degree of Doctor of Philosophy (Ph.D.) is the highest degree offered by the university. It is awarded for mastering a field of scholarship, for learning the methods of investigation appropriate to that field, and for completing a substantial piece of original research that adds to the body of knowledge. In addition to preparing research specialists, the process of earning the Ph.D. has the goals of: putting order into human experience, fostering a love of learning for its own sake, instilling a respect for human values, integrating various human powers into a process of creation, and making vital knowledge that enhances the discipline's ability to improve quality of life through responsive and meaningful design interventions. Although the courses and research leading to the Ph.D. are necessarily specialized, the attainment of this degree should not be an isolated event in the enterprise of learning. The Ph.D. aspirant is expected to be a well-educated person with a broad base of general knowledge, not only as preparation for more advanced work but also as a means of knowing how the chosen specialty is related to other fields of human thought.

Architecture as an academic discipline is based in the scholarship of the creative process and of practice. As an interdisciplinary field it embraces systems, environment, emergent technologies, process, social, historic and cultural systems, as well as information systems and representational methods in the evolving design process. In architectural research, the discipline expects scholarly work to address theory, case studies, and / or empirical analyses.

The Ph. D. in Architecture focuses primarily on expanding knowledge and research capacity, educating researchers capable of establishing the foundations of a research discipline in architecture. It is an advanced degree preparing students for careers in research, scholarship, public service, and teaching. The rigor of study required for the Ph.D. degree extends the discipline of advanced research and design beyond the Master's degree and is oriented toward applications in the profession and toward academic advancement. Work done in the Ph.D. Program contributes to a comprehensive understanding of the knowledge base needed in architectural scholarship and practice.

## Philosophy Statement

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To realize this goal, the faculty has made a commitment to create, along with doctoral students, a climate in which scholarship and creativity can flourish. Underlying the advanced study of architecture at KU is an ethic regarding architectural inquiry and architectural practice; one that sustains the question:

*“what ought we do as architects and researchers to enhance the quality of life on this planet?”*

Examples of inquiry at KU that exemplify this underlying question are: progressive models of practice embracing evidence-based design and design-build practices; affordable housing with a sensitive aesthetic; material investigations to create more affordable and sustainable building practices; rigorous evaluations of built artifacts to inform better design practice; translation of empirical findings of person-place interaction research into design guidelines; and critical perspectives on human settlement patterns.

*We accept that our research is founded upon an ethical position, accepting we are not involved in research to simply generate knowledge for knowledge sake, but rather to improve the human condition through more thoughtful built form. The overall focus is on developing understanding that may inform the critical delivery processes by which humane architecture is created.*

## Goals and Objectives

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The Ph.D. in Architecture educates students so that they will become more valuable to society through academic, business, and government organizations that require greater artistic, scientific and investigative skills. It provides candidates with opportunities to develop and deepen their education in three important ways:

- Enhancing research and analytical skills with rigorous methods of inquiry and synthesis;
- Acquiring advanced knowledge specific to their area(s) of inquiry through comprehensive scholarly investigations and documentation;
- Developing the ability to communicate knowledge in a clear and eloquent manner.

The program seeks to educate students so that they can contribute in teaching, design and/or community service. The program is designed to prepare graduates to function in academic, research, and/or practice settings; to conduct scholarly endeavors in architecture and related disciplines; to generate and expand the theoretical, empirical and philosophical bases for architectural practice; and to provide leadership to the profession and to society. Each candidate will apply the appropriate philosophical, technical and/or synthetic focus to their study and will

develop critical content to their research contributing in innovative and original ways. While some of the academic work will be theoretical in nature, the program will emphasize application within the context of the built and natural environments as well as a specific major area.

## Major Areas

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The foundation of the Ph.D program lay in the shared philosophy statement expressed above and may be pursued by students in myriad ways. However, the Architecture program approaches architecture as an integrated discipline that combines the creative, technical and social dimensions of the building process. Although a doctoral student may wish to concentrate his or her studies within one of these architectural dimensions, it is assumed that every program of study will require an appreciation for and understanding of the ways these dimensions combine to form humane, rational, and appropriate built forms. Faculty and students in the Architecture Program have established design and research emphases in:

- *design and fabrication processes,*
- *healthy and sustainable environments, and*
- *studies in dwelling and community,*

as well as in other related areas. It is also assumed that the student may focus a program of research at a variety of building scales and within a range of academic and professional settings. Architecture, in this sense, can be seen as any environment that supports human habitation, from individual rooms to urban spaces, and any process that results in the production of built form, from artistic expression to scientific inquiry.

Within this rubric, students, along with their major professor, are to define a program of study that leads coherently to an in-depth understanding of a definable major area. Our program is one of the few that does not pre-define these options; rather we seek to be responsive to both the great diversity in relevant architectural inquiry as well as be responsive to the rapid changes now occurring in the discipline.

## Program Requirements

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- Minimum of 49 total credits, of which 19 credits are graded Foundation coursework and 21 are Major and Minor Area Electives; and a minimum of 9 credits of Dissertation Research. Note: Transfer credit for Foundation courses can be requested and will be evaluated on an individual basis up to the maximum allowable by the Graduate School.
- Residency Requirement: Students will be expected to meet minimum Graduate School residency requirements.
- Research and Additional Studies: Upon admittance to the program, each student's background in statistics and his/her understanding of both quantitative and qualitative evaluation techniques will be assessed to

determine what advanced courses in these areas are necessary for the Program of Study. Candidates entering the program from disciplines other than design will be required to complete additional design courses.

### SAMPLE PROGRAM OF STUDY

<b>Fall 1</b>			<b>Spring 1</b>		
Arch 930	Doctoral Seminar	1	Arch 958	Research Practicum Prep	1
Arch 931	Theories of Arch. Inquiry	3		Advanced Methods	3
Arch 951	Methods of Inquiry in Architectural Research	3		Major Course	3
	Research Skills	3		Minor Course	3
<b>Fall 2</b>			<b>Spring 2</b>		
Arch 930	Doctoral Seminar	1		Major Courses	6
Arch 959	Research Practicum	4		Minor Course	3
	Major Course	3			
	Minor Course	3			
<b>Fall 3 and Beyond</b>					
Arch 999	Doctoral Dissertation	1-9			

### The Doctoral Experience

The Ph.D. in Architecture is for individuals who are interested in acquiring the necessary knowledge and skills to conduct substantive, innovative, and original research that contributes to the theoretical and methodological foundations of the design disciplines. Such individuals must possess a Master's degree to enter the program and may come from a variety of academic and professional backgrounds. It is expected, however, that most will enter the program with experience in Architecture, or a closely related discipline.

The doctoral experience is crafted into five phases:

**1. Foundation Curriculum**

Since most of the potential students come from a professional orientation rather than a research orientation, it is crucial that the curriculum provide a common base of understanding and appreciation for design theory and research methods through a set of Foundation Courses. The Foundation Courses will be required of all students and composed of 19 semester hours of graded coursework. These courses are:

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Arch 930	Doctoral Seminar	2
Arch 931	Theories of Architectural Inquiry	3
Arch 951	Methods of Inquiry in Architectural Research	3
	Research Skills Course	3
	Advanced Methods Course	3
Arch 958	Research Practicum Preparation	1
Arch 959	Research Practicum	4

	<b>Total</b>	<b>19 credits</b>
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2. **Major Area**

This part of the doctoral experience is designed for the student to develop an expertise in a particular area of emphasis through a minimum of 12 credits of focused coursework. Students need to define a major area in keeping with the philosophical position of the program and craft a coherent curriculum. This curriculum is to be planned in consultation with the student's major professor. A program of study, which identifies the major professor, the Comprehensive Oral Examination Committee, and the developed curriculum for the major and the minor areas, needs to be approved by the Graduate Studies Committee by the end of the first spring semester. Each March 1, beginning with the second year in the program, students are to provide the Ph.D. coordinator an update in regard to their progress towards completion. This should review work completed to date and a projected timeline for the remaining work.

3. **Minor Area**

The purpose of the minor is for students to develop a complimentary area of interest that can enrich their inquiry or career objectives. Nine credits of coursework are required to complete the minor. This curriculum, along with that for the major, are to be planned in consultation with the student's comprehensive oral examination committee.

4. **Comprehensive Oral Examination**

This exam will be tailored by the Major Professor to address the student's major and minor areas as well as the student's proposed dissertation research. Each Comprehensive Oral Examination Committee member will be responsible for drafting two or more questions, so that each area of expertise represented by the committee will be represented. Evaluation of the examination will be conducted by the comprehensive oral examination committee.

5. **The Dissertation**

The dissertation is to be a rigorous inquiry as outlined in the defended proposal above. Variance from the proposal needs to be approved by the committee. The dissertation is to be defended publicly, providing an opportunity to members of the committee, faculty and students to question the doctoral candidate's research. The dissertation defense needs to be scheduled no sooner than 5 months after passing the Comprehensive Oral Examination. If the committee determines that the dissertation has been successfully defended, the student is able to apply for the degree of Ph.D. in Architecture.

The purpose of the dissertation is to encourage and ensure the development of broad intellectual capabilities as well as to demonstrate an intensive focus on a problem or research area. The dissertation is to be a coherent scholarly work, not a collage of separate, distinct pieces. The dissertation itself should be an evident product of the candidate's growth and attainment of the ability to identify significant problems; organize, analyze, and communicate scholarly results; and bring to bear on a useful area of interest a variety of research skills and scholarly or creative processes. It must show some original accomplishment, but it should also demonstrate the candidate's potential to make future contributions to knowledge and understanding.

In this spirit, the dissertation must:

- a) Establish the **relationship to the existing body of knowledge** within the declared disciplines,
- b) Develop a **clear theoretical framework** within which the investigation is grounded,
- c) Follow an **explicit qualitative, quantitative or mixed research methodology**,
- d) Document the **research process**,
- e) Document the **discovery and interpretation of facts** and the implications of those facts in revising/extending/refuting accepted theories (hence, developing new knowledge),
- f) Address both the **transferability** of findings as well as their applicability.

## Major People involved in the Doctoral Experience

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### **Ph.D. Program Coordinator as Advisor**

Upon admission, each student will work with the Ph.D. Program Coordinator for initial orientation and to facilitate connection with faculty that the student may have identified as desiring to work with in their application. The Coordinator will work with the student to determine an appropriate major professor.

### **Major Professor**

In the second semester of the program, the student will need to reach an agreement with a faculty member willing to serve as their Major Professor. The major professor must be a member of the graduate school faculty. The major professor will advise and supervise course work and research in preparation for the Comprehensive Oral Examination. Together, they will develop a tentative program of study; by March 1 of the second semester. This program of study will include the coursework constituting the student's major and minor areas and identification of a minor and a minor professor as well as the Comprehensive Oral Examination Committee.

### **Minor Professor**

The Minor Professor must be a member of the graduate school faculty and be willing to serve in this capacity. The minor professor assists the student in crafting an appropriate sequence of coursework to constitute a minor area of emphasis.

### **Comprehensive Oral Examination Committee**

The committee for the comprehensive oral examination must consist of at least five members, all of whom must be members of the Graduate Faculty. Beyond the student selected Comprehensive Oral Examination committee of three members, two additional members are appointed by the Ph.D. coordinator on the basis of nominations submitted by departmental faculty and in consultation with the Major Professor and the Graduate Division Representative. At least one member must be from a department other than the aspirant's major department. This member represents the Graduate School and must be a regular member of the Graduate Faculty. The Graduate School representative is a voting member of the committee, has full right to participate in the examination, and

reports any unsatisfactory or irregular aspects of the examination to the committee chair, department chair, Graduate Division, and Graduate School. The examination may be scheduled provided that at least five months have elapsed from the time of the aspirant's first enrollment at KU. The student is to complete the *Request for a Comprehensive Oral Examination* form to the Graduate Division representative for approval and official scheduling of the examination.

#### **Dissertation Committee**

Once the Comprehensive Oral Examination is completed, the student is allowed to form a dissertation committee. The dissertation committee must consist of at least three members and may include members from other departments and divisions or, on occasion, members from outside the university. All members of the committee must be chosen from the Graduate Faculty, and the chair must, in addition, be authorized to chair doctoral dissertations. A prospective member of the committee from outside the university must have gained appointment as an Ad hoc member of the Graduate Faculty before appointment to the committee. The dissertation committee may be identical to the Comprehensive Oral Examination Committee, completely different or anything in-between. The student should consider carefully the constitution of the dissertation committee, what role each member should play, what attributes they bring to support a successful dissertation process and the like. The student is to complete the *Request to Constitute a Dissertation Committee* form to the Graduate Division representative for approval and official scheduling of the examination.

### **Program Code of Conduct**

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The expectation for conduct of activity within the program, including the conduct of research is structured according to four principles as described below. Violations of this code of conduct will be treated according to the procedures of academic misconduct found in *The Code of Student Rights and Responsibilities*.

#### **Principle A: Beneficence and Non-maleficance**

Architectural researchers strive to benefit those with whom they work and take care to do no harm. In our professional actions, we seek to safeguard the welfare and rights of those with whom they interact professionally and other affected persons, and the welfare of subjects of research. When conflicts occur among us, we attempt to resolve these conflicts in a responsible fashion that avoids or minimizes harm. Because our scientific and professional judgments and actions may affect the lives of others, we are vigilant and guard against personal, financial, social, organizational, or political factors that might lead to misconduct.

#### **Principle B: Integrity**

We seek to promote accuracy, honesty, and truthfulness in all of our interactions, including the conduct of our research. We therefore do not steal, cheat, or engage in fraud, subterfuge, or intentional misrepresentation of fact. We give attribution when attribution is due. We follow to the best of our knowledge and abilities the norms of science, the ethical requirements of research, and the policies and regulations that govern research in the U.S.

### **Principle C: Justice**

We assert that the principles of fairness and justice entitle all persons to access to and benefit from the contributions of our work and to equal quality in the related processes, procedures, and services. We exercise reasonable judgment and take precautions to ensure that our potential biases, the boundaries of our competence, and the limitations of our expertise do not lead to or condone unjust practices.

### **Principle D: Respect**

We respect the dignity and worth of all people, and the rights of individuals to self-determination. We are aware that special safeguards may be necessary to protect the rights and welfare of persons or communities whose vulnerabilities impair autonomous decision making. We are aware of and respect cultural, individual, and role differences, including those based on age, gender, gender identity, race, ethnicity, culture, national origin, religion, sexual orientation, disability, language, and socioeconomic status and consider these factors when working with members of such groups.

## **Program Policies and Procedures**

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### **Replacement of Committee Members**

Replacement of the major professor or other committee members may be requested by a doctoral student. The criteria for approving such requests are established by the Ph.D. Coordinator.

Any of the committee members, including the major professor, may request release from committee membership, with consent of the student. The mechanism used for approval of committee members is also the mechanism by which requests for release from committee membership are considered. In unusual circumstances, faculty may request release from committee membership without the consent of the student. Examples of these situations include a) conflict of interest, b) the faculty member leaving the University, and c) the student changing the dissertation topic.

### **Program of Study**

In consultation with the major professor, students plan their studies so that all courses contribute to a rationally unified array of classroom work and independent research. The program of study is a record of all course work completed and proposed that will be used in fulfillment of degree requirements and research requirements, including any minimum number of research credits. Courses taken in prior graduate level programs (deemed appropriate by the Ph.D. program and approved by the Graduate School) may be used on the program of study.

The student's major professor, Comprehensive Oral Examination committee members, and the Ph.D. Coordinator must all approve the program of study. Changes needing to be made after submission of the program of study must be approved by the major professor (Chair), and the Ph.D. Coordinator.

### **Foundation Coursework**

Successful completion of foundation coursework means that a grade of "B" or higher has been recorded for each course. If a student receives a B- or lower in a foundation course, the course shall be repeated. Students may repeat a foundation course only once. If the grade remains a B- or lower after retaking the course, the student does not qualify to take the Comprehensive Oral Examination and therefore cannot complete the requirements of the program. As such, the student's enrollment in the program will be terminated.

### **Annual Review**

Each March 1, beginning with the second year in the program, students are to provide the Ph.D. coordinator an update in regard to their progress towards completion. This should review work completed to date and a projected timeline for the remaining work. The Ph.D. coordinator will review progress and provide feedback to the student. This is a good opportunity to seek advising beyond that provided by the committee with whom the student is working.

### **The Dissertation Proposal**

The nature of the proposal is to be decided by the dissertation committee and the student. The proposal shall be presented in a public proposal hearing that offers the opportunity for input from faculty. Prior approval for use of human subjects or animals in research is required. If the student plans to utilize human or animal subjects for research, the KU Center for Research must be contacted.

The proposal will need to be successfully defended during the Comprehensive Oral Examination (see below), and be accepted by both the dissertation committee and the Ph.D. program coordinator. Acceptance of the dissertation proposal establishes an agreement between the student and the committee on the choice and scope of the research to be conducted, and the procedure for completing the dissertation. Any significant changes to the dissertation as presented in the proposal hearing must be approved. In such circumstances, a new proposal and proposal hearing are required.

If a proposal is not accepted, the student shall consult with the proposal hearing committee and address the weaknesses and other concerns identified. Another proposal hearing may be scheduled no less than 4 weeks after the previous proposal hearing.

### **The Comprehensive Oral Examination**

Students are to successfully complete all of the foundation coursework, the courses identified as fulfilling their major and minor areas, and are to have developed a proposal for dissertation research prior to sitting for the Comprehensive Oral Examination. This qualifying examination may be on any material relevant to courses taken and is intended to test core competencies of each student including the research skills appropriately applied and established for architectural inquiry. It is also intended to vet the dissertation proposal in regard to theoretical grounding and methodological/analytical robustness.

Faculty may assess the exam as:

*Successful Demonstration*

If 75% or more of the faculty evaluating the exam response as successful, then competence has been successfully demonstrated. If less than 75% evaluate the response as successful, then the evaluating faculty shall collaborate to determine whether the response requires clarification, or is simply unsuccessful.

*Requires Clarification*

If the faculty determine the response requires clarification, specific written guidance shall be prepared for the student and shall be reviewed with the student by the Major Professor. The clarification must be completed by the student no later than the end of the next academic term. If the clarification is not completed or is evaluated as unsuccessful (clarifications may only be evaluated as successful or unsuccessful), the student will need to sit for another comprehensive oral examination period to take place no less than 90 days after the examination that proved unsuccessful.

*Unsuccessful Demonstration*

If the response is evaluated as being unsuccessful, the evaluating faculty shall collaborate to highlight points of strengths and weaknesses evidenced in the response. This feedback shall be reviewed with the student by the Major Professor. The student will need to sit for another comprehensive oral examination period to take place no less than 90 days after the examination that proved unsuccessful. Students have the opportunity to retake an examination once. If this second attempt is evaluated as requiring clarification, the rules above apply. If the second attempt is also evaluated as an unsuccessful demonstration, the student may not proceed any further in the program and the student's enrollment in the program will be terminated.

**Candidate for Doctoral Degree**

The doctoral student is formally recognized and congratulated as a "Candidate for the Doctoral Degree" after passing the comprehensive oral examination. It is at this stage that the doctoral student's readiness to undertake independent research is recognized. Candidate status means that the student is ready to devote his or her studies solely to research and the writing of the dissertation. A doctoral student will be considered a candidate status once the comprehensive oral examination has been passed, the residency requirements have been completed and a cumulative grade point average of 3.00 or higher has been achieved with all incomplete or progress grades cleared.

After passing the comprehensive oral examination for a doctoral degree, the candidate must be continuously enrolled, including summer sessions, until all requirements for the degree are completed, and each enrollment must reflect as accurately as possible the candidate's demands on faculty time and university facilities. Candidates must enroll for a minimum of 6 hours a semester and 3 hours a summer session until all requirements for the degree are completed (including the filing of the dissertation) or until 18 post-comprehensive hours have been completed (whichever comes first). Post-comprehensive enrollment may include enrollment during the semester or summer session in which the comprehensive oral examination has been passed. If after 18 hours of post-comprehensive enrollment the degree is not completed, the candidate must continue to enroll each semester and each summer session until all degree requirements have been met. The number of hours of each enrollment

must be determined by the Ph.D. Coordinator and must reflect as accurately as possible the candidate's demands on faculty time and university facilities.

This enrollment requirement serves several purposes. First, it is an acknowledgement of university resources being used in support of the research. Second, it serves as an incentive to complete the research in a timely fashion. Lastly, it reflects the expectation that dissertators will maintain regular contact with the Chair of their Dissertation Committee. All graduate students must be registered for the term in which they will graduate.

### **Application for Doctoral Degree**

The application for degree should be submitted at least one semester ([http://www.registrar.ku.edu/graduation/grad\\_instructions.shtml](http://www.registrar.ku.edu/graduation/grad_instructions.shtml)) before the final defense is scheduled so that students can be notified of graduate requirements before enrolling in their last semester. A new degree application is required if a student does not complete all requirements during the semester of application.

### **The Dissertation Defense (Final Exam)**

The subject of the dissertation defense is the dissertation itself. The dissertation defense provides an opportunity for students to demonstrate their expertise following several years of preparatory course work, research, and writing. Students will also demonstrate their abilities to explain ideas and methods embodied in the dissertation and to defend the implications and conclusions of the research.

The committee for the final oral examination must consist of at least five members (the members of the dissertation committee plus other members of the Graduate Faculty recommended by the committee chair and the department and appointed by the Ph.D. Coordinator in consultation with the Graduate Division representative). At least one member must be from a department other than the major department. This member represents the Graduate School and must be a regular member of the Graduate Faculty. Before the examination, the Graduate Division provides a list of responsibilities to the Graduate School representative. The Graduate School representative is a voting member of the committee, has full right to participate in the examination, and provides a written report on any unsatisfactory or irregular aspects of the examination to the committee chair, department chair, Graduate Division, and Graduate School.

The defense itself is open to other faculty and students for the opportunity to verify the student's independent, scholarly contributions. They may offer guidance regarding possibilities for publication of the dissertation, and encourage further research efforts in the student's area of academic specialization. The dissertation title, name of dissertator, and the time and place of the final oral examination must be published in a news medium as prescribed by the Graduate Faculty. Students must be registered for a minimum of three credits of ARCH 999 at the beginning of the semester in which the final exam is to be taken.

Before being allowed to schedule the final oral exam, a student must submit a draft copy of the dissertation to the Dissertation Committee Chair. The Chair is charged with the responsibility of determining the readiness of the dissertation for defense. The student next submits a draft

of the dissertation to each member of the examination committee. All committee members must read the dissertation in its entirety.

After committee members have read the dissertation, they advise the Chair on the readiness for the defense. If substantial revisions are necessary, they must be completed before the date of defense is confirmed. The Chair contacts the student to schedule the defense date. When committee members sign the scheduling form, they indicate that a typed dissertation, suitable in format and content for submission to the Library has been given their approval. They also indicate their acceptance of the time, date and location of the final examination.

The student is to complete a "Do-All" form to the Graduate Division representative for approval and official scheduling of the examination. The form must be submitted to the Graduate Division representative at least three weeks prior to the examination date. The Graduate Division will schedule the student's final examination (defense) upon receipt of the completed scheduling form and a properly formatted, typed copy of the dissertation. All final oral examinations are to be publicly announced in the appropriate campus-wide publication. A copy of the dissertation must be available for public inspection at least 10 working days prior to the exam.

The final exam should not exceed two and one-half hours. Only members of the doctoral committee and other Graduate School faculty may ask questions. The candidate shall pass if a minimum of three-fourths of those voting so indicate.

In the event of a failed examination, a second and last attempt may be scheduled at the request of the major department/program after a lapse of at least three months.

#### **Time Limits for Completion of Doctoral Degree**

The time limit for use of graduate credit toward a doctoral degree is eight years from the beginning date of the earliest course applied toward the degree. The Graduate School recognizes that part-time students may require a longer completion period. As appropriate, departments may request an extension of this time limit.

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### **Important People to Know in the Architecture Graduate Program**

#### **Michael Swann, Ph.D., Associate Dean**

Mike is the Associate Dean and Graduate Division Representative for the School of Architecture and Urban Planning. He is responsible for university and graduate school policy, working closely with the Graduate School.

#### **Keith Diaz Moore, Ph.D., Architecture Program Chair**

Keith is the Chair of the Architecture Program and coordinates the Ph.D. in Architecture Program. He is responsible for academic issues associated with the degree, including advising.

#### **Gera Elliott, Admissions Coordinator**

Gera is responsible for the administration of the admissions process. The Admissions Coordinator is the primary contact for information on forms,

processes, and deadlines to ensure adherence to the rules and regulations established by the School of Architecture and Urban Planning, the KU Graduate School and the University of Kansas

#### **Barb Seba, Administration**

Barb is the point person on all administrative issues related to the program. She is likely the best place to start with a question.

### **Resources Available**

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The School of Architecture and Urban Design is located in Marvin Hall and several adjacent buildings on KU's main campus in Lawrence. Built in 1907, Marvin Hall was completely renovated in 1979-80 and received design awards from the Kansas City Chapter of the American Institute of Architects and the Kansas Preservation Alliance. Housed within Marvin Hall are the Hatch Reading Room and Slide Library. The privately financed reading room contains architectural references, domestic and foreign journals, and dedicated work stations. It complements KU's Art and Architecture Library which holds over 170,000 volumes. Almost 100,000 architectural images are housed in the School's slide library and approximately half of these are included in a digital image library. Marvin Hall also contains the School's Computing Center, separate woodworking and metal shops, a photography lab, three 24-hour computer labs, over 20 digital studios, a gallery, classrooms, conference rooms and faculty offices. In nearby Snow Hall and Marvin Studios, the School has additional studios, offices and display spaces as well as an acoustics lab, an illumination lab, two 24-hour computer labs, a model-building shop, and CNC router and laser labs. A much-used Building Yard is situated behind Marvin Hall. The School also operates a large building materials lab on KU's west campus in Lawrence. An additional digital studio (with gallery, offices and classrooms) serving the School's Kansas City Urban Design Program is located on KU's Medical Center campus in Kansas City.

## **GRADUATE SCHOOL POLICIES AND PROCEDURES**

### **Reference Material**

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In addition to the aforementioned Ph.D. program policies and procedures, graduate students are responsible for familiarizing themselves with the deadlines, policies, and procedures as outlined by the Graduate School.

The Policies and Procedures and the Graduate Bulletin are available on the Graduate School web site at the following URL. Both of these documents should be read in their entirety for more detailed information.  
<http://www.graduate.ku.edu/>

Additionally, as a supplement to this handbook, the program also has a University of Kansas Departmental Supplementary Graduate School Handbook which also addresses key Graduate School Information.

## APPLICATION GUIDELINES

Admission to the Ph.D. program is based upon the capability of the applicant to complete advanced doctoral studies through a demonstrated ability to think critically; to understand and apply analytical concepts; and to conduct substantive, innovative, and original inquiry that contributes to the theoretical and/or methodological foundations of the discipline of Architecture;

To ensure the highest level of faculty support and proper level of faculty guidance, the program seeks to accept those students whose research interests are best matched with faculty specializations and expertise. In each applicant's submission package, at least two faculty members in the School whose interests coincide with the applicant's interests must be identified in the written statement of purpose. Each applicant is encouraged to seek information about the potential match between faculty scholarship and the applicant's interests through direct contact with the faculty. While the final written statement of purpose is solely the responsibility of the applicant, it is essential that a clear connection be established in the applicant's statement of purpose between the applicant's interests and those of at least 2 members of the faculty.

### Required Components of the Application Package

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1. Completion of the appropriate Graduate Student Application Form and associated application fee.
2. One official transcript from all colleges and universities from which credit has been received.
3. TOEFL scores for international applicants (Minimum 600 paper test/250 computer test).
4. Graduate Record Examination (GRE) test results.
5. Vita or resume.
6. Statement of purpose outlining your reasons for pursuing the Ph.D. in Architecture (not to exceed 1500 words).
7. Three letters of recommendation from educational and/or professional references that can speak on the applicant's behalf regarding his/her research and academic potential, and ability to succeed in a doctoral program.
8. Exhibit of work illustrating the applicant's interests and abilities in architecture-related inquiry. This exhibit should be representative of the applicant's most significant work and may include design projects, research papers, academic papers, scholarly and/or professional presentations, or other work relevant to the applicant's area of interest. The work may be presented via hard copy reprints, web accessibility, CD, DVD, or combined media as appropriate. (Materials will be returned to the applicant after admission decisions have been made if a stamped, self-addressed envelope for the return of these materials is provided).
9. Financial statement for international applicants.

A limited number of assistantships are available. Candidates interested should include a separate statement requesting an assistantship in their application package (Maximum 150 words).

## Application Deadline

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### **ALL MATERIALS MUST BE POSTMARKED NO LATER THAN FEBRUARY 1**

Items 1 and 2 should be submitted directly to the Graduate School at:  
Graduate Application Processing Center  
Strong Hall  
1450 Jayhawk Blvd., Room 313  
University of Kansas  
Lawrence, KS 66045-7535  
(T) 785.864.3140  
(F) 785.864.3119  
(E) [GAPC@ku.edu](mailto:GAPC@ku.edu)

Items 3-8 should be sent to:  
Admissions Coordinator  
School of Architecture and Urban Design  
Marvin Hall  
1465 Jayhawk Blvd., Room 205  
University of Kansas  
Lawrence, KS 66045-7614  
(T) 785.864.3167  
(F) 785.864.5185  
(E) [gera@ku.edu](mailto:gera@ku.edu) or [archku@ku.edu](mailto:archku@ku.edu)

## Vita or Resume

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The vita or resume is to be a maximum of 5 pages. The format is determined by the applicant and should include background information about the applicant's education, professional/work experience, professional certification or licensure, professional affiliations, and evidence of significant accomplishments such as grants received, publications, presentations, awards, competitions and/or other activities deemed significant by the applicant.

## Statement of Purpose

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The statement of purpose is one of the most important components in the application package. As a personal expression of interest, this statement distinguishes applicants from each other and clarifies the relationship between each applicant's interests and the scholarship occurring among KU faculty. The statement of purpose should elaborate upon information provided in the transcripts and vita/resume and deliver a concise description of the applicant's objectives, including research interests. This information is critical and, for that reason, the statement of purpose should reflect a clear rationale for pursuing the Ph.D in Architecture.

The statement should:

- Describe the research that you anticipate pursuing if admitted to the program. The ideas should be clear, well stated, and specific.
- Describe your qualifications to undertake this research and reference your own or others related work if appropriate.
- Describe how the interests of the applicant and the identified faculty are compatible.

- Describe the applicant's career goals and how attainment of the Ph.D. will contribute to those goals.

The admissions committee needs a clear understanding of each applicant's objectives and interests in order to ensure compatibility with the faculty interests.

The statement of purpose must be a maximum of 1500 words (Times Roman, 10-point font, single spaced, double space between paragraphs).

## Contact Information

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For information on the Ph.D. in Architecture overview and content contact:

Keith Diaz Moore, Ph.D., AIA  
Chair, Architecture Program  
School of Architecture and Urban Planning  
The University of Kansas  
1465 Jayhawk Blvd., Marvin 205  
Lawrence, KS 66045-7614  
(T) 785.864.5088  
(F) 785.864.5185  
(E) diazmoore@ku.edu

All questions regarding the philosophy of the Ph.D. program, the appropriateness of the applicant's background, the potential match of the applicant's interests with faculty at KU, content of the program, and assistantship opportunities should be directed here.

For information or help with the application process and requirements contact:

Gera Elliott, Admissions Coordinator  
School of Architecture and Urban Planning  
The University of Kansas  
1465 Jayhawk Blvd., Marvin 205  
Lawrence, KS 66045-7614  
(T) 785.864.3167  
(F) 785.864.5185  
(E) gera@ku.edu

All questions regarding the application process and requirements for completion of the degree should be directed to Architecture Admissions. The Admissions Coordinator is the primary contact for information on forms, processes, and deadlines to ensure adherence to the rules and regulations established by the School of Architecture and Urban Planning, the KU Graduate School and the University of Kansas for admittance into the Ph.D. in Architecture degree program and completion of graduation requirements.

**Ph.D. in Architecture**  
APPLICATION CHECKLIST

**SUBMIT THE FOLLOWING ITEMS DIRECTLY TO:**  
**GRADUATE APPLICATION PROCESSING CENTER**  
**STRONG HALL**  
**1450 JAYHAWK BLVD., ROOM 313**  
**UNIVERSITY OF KANSAS**  
**LAWRENCE, KS 66045-7535**  
**(T) 785.864.6161**  
**(F) 785.864.3119**  
**(E) [GAPC@ku.edu](mailto:GAPC@ku.edu)**

- Graduate School application and application fee. The application is available on-line at <http://www.graduate.ku.edu/Applications/online.shtml>.
- One official transcript from all colleges and universities from which credit has been received.
- Financial Information (for international applicants only) as requested by the Graduate School.

**SUBMIT THE FOLLOWING ITEMS DIRECTLY TO:**  
**GERA ELLIOTT, ADMISSIONS COORDINATOR**  
**MARVIN HALL**  
**1465 JAYHAWK BLVD., ROOM 205**  
**UNIVERSITY OF KANSAS**  
**LAWRENCE, KS 66045-7614**  
**(T) 785-864-3167**  
**(F) 785-864-5185**  
**(E) [gera@ku.edu](mailto:gera@ku.edu)**

- Official TOEFL scores (for international applicants only) with a minimum of 600 paper test or 250 computer test.
- GRE Scores
- Vita or Resume
- Statement of Purpose
- Three letters of recommendation from educational and/or professional references that can speak on the applicant's behalf regarding his/her research and academic potential, and ability to succeed in a doctoral program
- Exhibit of work illustrating the applicant's interests and abilities in areas related to the design disciplines. Applicants wishing to have their exhibits returned must include a self-addressed pre-paid return package.

## FINANCING YOUR EDUCATION

### Financial Aid

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Current information about tuition, fees, and estimated expenses are located on the KU web site:

- <http://www.registrar.ku.edu/timetable/fees.shtml>

Federal loan information is located on the following web site:

- <http://www.fafsa.ed.gov/>.

Need based financial aid information is available through the university's Office of Student Financial Aid: <http://financialaid.ku.edu/>.

### Graduate Assistantships

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Graduate assistantships are awarded each year based on merit, decided through a competition among new and returning graduate students who have either applied for, or been nominated for assistantship consideration. Students receiving assistantships usually have grade point averages at 3.5 or above and unusually strong references.

Graduate assistants serve as student employees of the university while continuing their studies. Designated tasks are assigned by the program and are overseen by specific faculty members. Some positions are assigned for an entire academic year, while others rotate from task to task.

Assignments are based on matching of individual students' skills to specific tasks needed by the Program in teaching, research, and administration. Students assigned assistantships are usually offered a stipend and/or a tuition waiver (depending on availability of funds) in return for a set amount of hours of work per week (10-20 depending on award). As employees, they are expected to meet the obligations assigned, whether they involve teaching, research, or other support work. Course loads may be arranged to make way for the part-time work.

While assistantships are an important opportunity for growth within doctoral education, there is no question that the demands of doctoral education become compounded for those on appointment. To maintain a reasonable work load, students on appointment are HIGHLY recommended to take only the minimum credit load required to maintain full-time status.