

THE MASTER OF ARCHITECTURE SPECIAL PROJECT

Special Project Studio

Descriptions of all graduate studios to be offered each semester will be posted. Students will notify the Architecture Department of their ranked preferences among the graduate studio offerings. These students will be given priority in the studio lottery selection.

Special Project Requirements

All students must complete their Special Project studio's design work and Special Project documentation to the satisfaction of their supervising studio instructor and the Master Degree Requirements Committee respectively. Students are encouraged to schedule consultative meetings with their studio instructors periodically throughout the semester to gauge progress on their Special Project studio's design work.

Six weeks before the semester's last day of classes, all Special Project students must provide the Architecture Department with:

- a written Special Project abstract comparable to the Thesis abstract and
- a mock-up of their proposed Special Project documentation.

The Master Degree Requirements Committee will review these submissions and notify the students of any changes required for their approval.

A Special Project studio instructor's submission of a studio course grade of "B" or higher will be taken as an indication of that instructor's receipt of and satisfaction with a student's completed Special Project studio's design work. Students who receive a Special Project studio course grade of "B-" or lower will be required to complete an additional Special Project graduate studio with a grade of "B" or higher in a subsequent semester.

The Master Degree Requirements Committee will review each Special Project document submitted to the Architecture Office to verify its satisfactory compliance with the Special Project Documentation Requirements (described below). Special Project documentation that the Master Degree Requirements Committee deems non-compliant will be returned to the student for correction.

The Architecture Department will notify the Graduate School that a student has completed his or her Special Project requirement for the Master of Architecture first professional degree only after:

- the Special Project studio's design work has been deemed satisfactory by the supervising studio instructor,
- the Special Project documentation has been deemed satisfactory by the Master Degree Requirements Committee and
- the required M-form has been signed by a Master Degree Requirements Committee representative and the Special Project studio instructor or, if the studio instructor is unavailable, the Architecture Department chairperson.

Special Project Documentation Requirements

Each student's Special Project studio work must be documented both as an 8 ½" x 11" bound print document and as an electronic document saved to a labeled CD/DVD that is stored in a jewel case. Since the Special Project documentation is organized in a manner comparable to the Thesis documentation, students should reference the Graduate School's "Guidelines for Graduation and Thesis and Dissertation Preparation" (<http://www.grad.buffalo.edu/docs/thesdisrtprep.pdf>) for information about required parts of the documentation, its physical specifications and style manual options.

The Special Project documentation must include:

- a description of the studio project assignment(s),
- a description of the design approach employed for the studio project(s),
- a discussion of the salient issues inherent in the project assignment(s),
- an annotated portfolio of the student's design work on the project assignment(s),
- a summary of reviewers' comments about that work and
- a self-critique of that design work on its merits.

Timetable

Both print and electronic versions of the Special Project documentation must be submitted by each student to the Architecture Department by the following deadlines:

- one week before the first day of Spring semester classes for February degree candidates,
- four days before the last day of final exams for June degree candidates, and
- one week before the first day of Fall semester classes for September degree candidates.

Students whose Special Project documentation is submitted after the deadline will have their degree conferral deferred until the next applicable conferral date.

Important Dates for the 2013–14 Academic Year

For February 1, 2014 Conferral:

Wednesday, Sept 4, 2013:	Application to Candidacy forms due to Debbie Eggebrecht in the Architecture Department Office
Monday, Oct 28, 2013:	Proposal + special project book draft to Debbie Eggebrecht in the Architecture Department Office
Friday, Jan 3, 2014:	Final unbound copy of special project book to to Debbie Eggebrecht in the Architecture Department Office
Wednesday, Jan 8, 2014:	Bindery receipt and signed M Form to Debbie Eggebrecht in the Architecture Department Office

For June 1, 2014 Conferral:

Thursday, Oct 17, 2013:	Application to Candidacy forms due to Debbie Eggebrecht in the Architecture Department Office
Monday, March 24, 2014:	Proposal + special project book draft to Debbie Eggebrecht in the Architecture Department Office
Tuesday April 29, 2014:	Final unbound copy of special project book to Debbie Eggebrecht in the Architecture Department Office
Wednesday, May 7, 2014:	Bindery receipt and signed M Form to Debbie Eggebrecht in the Architecture Department Office