



Architecture Program

Program Admission Requirements, Expectations, and Guidelines

Welcome!

Del Mar College offers a two-year, transferable Associate in Science in Architecture degree that offers the first two years of a professional architectural education. This program is the suggested transfer plan to follow if a student wishes to seek a professional degree in the field of architecture and then go on to become an architect. This degree is a THECB Field of Study in Architecture degree meaning it will transfer as a whole to the other architecture schools in Texas if the student meets the entrance requirements of those receiving institutions. In addition, Del Mar College currently has transfer agreements with the College of Architecture at Texas Tech University and UT San Antonio. The student planning to continue at a senior college should consult an advisor concerning degree requirements of the college to which transfer is intended.

This document has been developed to ensure prospective students in the Del Mar College Architecture Program (ARCH.AS and even the ARCT.AAS with workforce related coursework) receive accurate information and understand the requirements and expectations to enter, progress further into, and complete the Architecture Program. It also provides a basis for successful transfer into another architecture program at a senior institution. The guidelines and expectations set forth in this document align with those established for the various other National Architectural Accrediting Board (NAAB) Architecture Schools in Texas and the nation.

Admission Requirements to the Program

Students shall meet the following criteria upon application into the program.

- Students must enroll as a student at Del Mar College. For more information visit <https://www.delmar.edu/becoming-a-viking/index.html>.
- Students must complete and sign the Architecture Application Form which shows that the prospective student has read, understands, acknowledges, and shall abide by the program guidelines and expectations set forth in this document.
- Complete a student biographical questionnaire. This questionnaire helps advisors and faculty get to know a student better in order to better navigate the student on his or her pathway towards success.
- Meet with an advisor to get advised and registered for the upcoming semester of courses.

Program Guidelines

In order to become a licensed architect, a student must complete their professional architectural education. Del Mar College provides the first two years of that professional education in architecture. Architects are licensed professionals trained in the art and science of building design who develop the concepts for structures and turn those concepts into images and plans.

There are three main steps to becoming an architect:

- Completing a professional, accrediting degree in architecture;
- Gaining work experience through internship; and
- Attaining licensure by passing the Architectural Registration Exam.

Architectural education is an extremely rigorous curricula centered around a core sequence of architectural design studio coursework. Students must successfully complete one level with satisfactory marks and portfolio work before being allowed to advance to the next level.

The following set of guidelines must be met before a student shall advance in the program and even successfully transfer to another institution.

- Students must make a “C” or better in all courses. Students are allowed no more than three (3) “C” grades in this degree plan. Most receiving institutions will not transfer a course unless it has a grade of “C” or better and often times limit the number of “C” grades to transfer.
- Students must maintain an overall GPA of 2.8 or better. This is the minimum threshold for a student to transfer to another architecture program in a senior college in Texas.
- Students shall take their general education coursework alongside their architecture coursework. Leaving core curriculum coursework to the end of the program will cause a student to not advance in the program nor graduate on time.
- Students must meet all course pre-requisites and/or course co-requisites in the case of lower REM levels prior to course registration. No exceptions will be given.
- Students registering late will not be allowed to enroll in an architecture course after the first week of classes.
- Near or after completion of the first year of architectural studio coursework, all students will be reviewed for advancement into the second year of architectural design studios. This will occur at the time the student is advised and registers for the next Fall semester term. The student shall advance to the second year of architectural design studios if they meet all of the following requirements.
 - Has a GPA of 2.8 or better
 - Has no more than three “C” grades
 - Has successfully completed the first year studios and core curriculum coursework with a grade of “C” or better
 - Has the required REM levels of Reading=3, English=3, Math=3
 - Met course prerequisites to register for ARCH 2603 Architectural Design Studio III
- Students who wish to advance in the program after completing their first year of architectural design studios but do not meet the requirements of advancement shall enter a program probationary status. Upon entering a probationary status, the student shall meet with an advisor to develop an Action Plan to follow for the next semester. After one semester, the student shall meet with an Advisor for review of their progress in their Action Plan. Students

who meet the requirements of their Action Plan shall meet with the Department Chair for review to see if the student is eligible to advance further in the program.

Program Expectations

The following is a set of expectations for all students in the program.

- Students are expected to regularly check the Canvas Course Page, the WebDMC class team site, and their DMC email. Course material and announcements will be provided through the Canvas Course Page.
- Students are responsible for mastering the technology requirements of the course.
- All students are required to have access to the Internet and have the equipment needed for the course. The college does not provide computers or devices for students.
- Students must keep a journal of studio thoughts or ideas (sketches, drawings, notes, etc.). The journal is crucial to reflective thinking and a vital record of key concepts and explorations considered in the student's project.
- Students will undertake design projects that require them to communicate ideas with graphic methods as required and standard in the practice of architecture; the accuracy and completeness of their work will be measured by the evaluation and scoring of these projects by the instructor.
- Architectural design studio courses are project based (no tests per se) with a series of architectural projects, usually in a sequence that brings knowledge in problem solving and architectural representation from one learning experience into the next, so that it is reasonable to expect the projects to increase in sophistication as the semester unfolds.
- Evaluation of student's performance in studio is based upon daily studio progress as well as final products presented during formal reviews. While there is a final review, there is no final exam. Production and hard work are expected. Improvement and growth are key. The instructor conducts an expert review of overall student performance following major stages of the semester. This is not a quantifiable, exact, or mathematical assessment. It is based on years of industry expertise and experienced judgment of student work.
- All work must be completed on time. Expect a substantial reduction of your grade for late or incomplete work.
- **Daily Studio Work:** To receive effective criticism, each student is expected to display new design work at the beginning of each studio meeting. Only significant new work—no superficial changes, repeats or mere verbal descriptions of intended changes—will be discussed. During a group review it will not be necessary to talk about every project. However, each student is expected to understand and apply the criticisms of other students' work relevant to their own work. Students are encouraged to raise questions and engage in critical discussions of the work under review. In every architecture school across the nation, students are expected to spend a significant amount of time working on studio projects outside of class time. The minimum work expected outside of studio is an average of twice to three times the course contact time (20-30 hours per week).
- **Course Participation:** Participation is an important element in the completion of any architecture course. 100% participation is expected and will be a part of the student's overall grade. See each course syllabus for specific course participation requirements.
- **Civility in the Classroom:** Students are expected to assist in maintaining a classroom environment (during or after hours within the studio) that is conducive to learning. To assure that all students gain maximum opportunities from time spent in class, students are prohibited

from engaging in any form of distraction. Inappropriate behavior in the classroom shall result, minimally, in a request to leave class, resulting in an absence.

- **Retention of Student Work:** Del Mar College reserves the rights to retain, exhibit, and reproduce work submitted by students. Work submitted for a grade is the property of the College and remains as such until it is returned to the student.
- **ATTENDANCE POLICY:** Attendance in a studio course is MANDATORY and will be graded. Attendance implies the full participation in all studio activities including group and individual pinups, presentations, discussions, and in class assignments. Attendance also implies that students have their computer, tools, and supplies available for all studio activities. Any tardiness, leaving early, lack of participation, walking in and out of lectures, undivided attention, goofing around, and disruptive behavior will count as an absence. Working on assignments from other classes will not be allowed during class time.
- Regular and punctual class attendance is required and expected of all students. Do not assume the instructor will drop you from the course if you simply stop attending class. All drops must be student initiated. If the student fails to drop this course by the drop date cited in the school calendar, an "F" grade will result. It is essential to maintain an atmosphere conducive to learning in the classroom. To that end, students are expected to be in class. All personal communication and music devices must be turned off. It is your responsibility to monitor the number of your own absences throughout the semester.
- Active, weekly engagement in the course is required. If a student does not demonstrate the required number of contact hours, credit cannot be granted for the course.

Studio Rules

The following is a set of rules governing the architectural studios, computer labs, and classrooms for the program.

- Architectural Studios are **only open to those students enrolled in the Architectural Graphics and Design Studio Courses**. Students enrolled in these courses are given a designated studio space that is their assigned workspace for the entire semester. These spaces cannot be utilized by anyone else. The architectural studios are open for scheduled periods of time. It is the responsibility of each student to become familiar with and abide by studio rules. It is important that everyone do his or her part to ensure the safety and comfort of all. Additional Studio access is a privilege. Once one student breaks policy and procedure, our extended access will be revoked.
- **Studio Etiquette:** Faculty and students should maintain an environment that is secure, quiet, respectful, mutually civil, and conducive to working individually and in teams, to listening to the instructor, and to other students.
- **Studio Policy:** NOISE will be permitted at NO TIME. No music is allowed to be played at any time in the studios (24/7) except with the use of private head or earphones.
- **Trash:** Please keep the studios, labs, and classroom areas clean and recycle properly. Poor waste disposal creates an unsafe working environment, attracting pests and contaminating recycling systems. Keep the trash/recycle bins by the doors in the rooms. Please allow everyone access to receptacles. Anything left on the floor will be thrown out including any drawings or models, so make sure nothing you wish to keep is left on the floor. Also, do not use the floor as a trash can as cleaning services are not as regular as we would like.
- Store materials inside or on top of the assigned desk or locker. Do not leave belongings unattended, and secure laptops with a lock. Do not assume bags, cell phones, or belongings are

safe. Notify security of anything suspicious. The College is not responsible for lost, stolen, or damaged items.

- Please dispose of blades properly. Poor blade disposal leads to serious injuries. Loose blades are not allowed on desks, stuck into desk boards, discarded in the trash/recycling receptacles or collected in homemade containers.
- Please remove all food and drinks daily from studio. Students are also responsible for cleaning up their mess daily.
- Please keep pathways clear for fire safety.
- Please do not tamper with, dismantle, or move the furniture. Do not mount to, attach to, screw into, adhere to, or dismantle any of the chairs or desks.
- Please do not cut directly on the tabletops. Use an appropriate cutting surface.
- Please do not bring furniture or appliances into the studio without approval. Unapproved chairs, couches, refrigerators, microwaves, coffee makers, etc. will be removed without notice.
- Please do not use or tamper with other students' desks, belongings, and equipment. Desks are individually assigned, so if there is any work to be done, make sure it does not interfere with another student's space.
- Please leave the light fixtures alone. Bulbs need to remain in the track lighting fixtures at all times.
- **Important Warning:** Spray Can Painting of projects is **NOT ALLOWED UNDER ANY CIRCUMSTANCES** within the building or on campus sidewalks and landscaping. Paint in designated areas only.
- No smoking, drugs or alcohol is allowed in the studio. Smoking is not allowed in or near any College building, and illegal drugs are prohibited on campus. The studio is a public space; no intoxication or alcoholic beverages are permitted.
- **At the End of Each Semester:** Please remove all of work, material, and equipment at the end of the semester. Anything left behind will be discarded. Be responsible and recycle. The College is not responsible for lost data. Please remove all food and beverages from the studios, common areas, refrigerators, and cabinets.
- **Architectural/Drafting Technology Computer Labs:** The Architectural/Drafting Technology department computer labs are located on the Del Mar College West Campus in the General Purpose Building in Rooms 212, 214, and 105. The Computer Labs are open to any Architectural/Drafting Technology student for their use. Students taking online courses may utilize the department computer labs to complete coursework associated with the class if there is not a class being conducted in that room. The software also may be downloaded at home for free for three years from www.students.autodesk.com.
- Students are responsible for backing up/saving their own digital work. Del Mar College is not responsible for lost or corrupted student files. Students are required to obtain and bring to every class period each day their own storage device such as a USB flash drive, external hard drive, cloud storage account, etc.
- **Department Tools, Appliances, and Supplies:** The Architectural/Drafting Technology department sometimes supplies students with tools and supplies in the classroom. These items must remain in the classroom from which they originated or returned to the instructor.
- The studios sometimes have an area for a refrigerator, microwave, and coffee maker. These items are there for students and faculty use. However, the department will not stock or maintain these items. Students must keep these items clean and treat them with care.

- **Student Library and Print Room:** A separate room has been created for a department library and printing. Students must treat all equipment and items in these rooms with care. Items must remain in the department at all time. If a student borrows a book, it must be returned before the student leaves. Do not leave books in the studios or take them home. If you wish to check a book out, you must follow the department check out procedures. Some classroom sets of books are provided and must not leave the classroom so that they are available for use by all the students in the class.

Contact Information

If an applicant has additional questions regarding the Architecture program, please contact the Architecture/CTE Embedded Advisor below or the main Department Office at 361-698-1725.

Alejandro Solis

Architecture/CTE Embedded Advisor

Del Mar College

361-698-1739 office

361-446-2367 cell

Asolis39@delmar.edu

<https://www.delmar.edu/degrees/architecture/index.html>

When contacting the program, students should have their student ID available and listed in all communication. The Architecture program will only discuss an application or student's program information with the student. Program staff will not discuss an application or student information with a parent, spouse, relative, friend, or employer.

Nondiscrimination Policy

Del Mar College does not discriminate on the basis of race, color, sex, age, national origin, religion, handicap/disability, or any other constitutionally or statutorily impermissible reason. This shall include persons with disabilities.

Failure to abide by the aforementioned requirements, guidelines, rules, and expectations can result in the student no longer being allowed to continue in the Del Mar College Architecture Program.

Architecture Program Application Packet Attachments

- Application Form (Must be signed and dated by the student prior to enrollment in the program.)
- Student Questionnaire
- ARCH.AS Associate in Science: Architecture Degree Plan
- Program Book List (**Pending**)
- Program Tool List (**Pending**)



ARCH.AS: Architecture Program

Application Form

Date of Application: _____ Catalogue Year: _____

Name (Print Last, First Middle): _____

Del Mar Student ID #: _____ Email: _____

Full Mailing Address: _____

Home Phone (with area code): _____ Cell (with area code): _____

Current REM Levels: _____

List of College-levels Courses Completed: _____ Composite GPA: _____

List of Universities for which you wish to transfer:

I, _____, have read and understand the criteria for admissions and advancement in the Del Mar College Architecture Program. In addition, I am aware of the various rules, guidelines, and expectations necessary to be registered as a student in the Del Mar College Architecture Program.

Signature of Applicant: _____ Date: _____



ARCH.AS: Architecture Program

Student Questionnaire

1. Why are you interested in the Architectural program?

2. Are you interested in becoming a licensed Architect?

3. Did you take any Art or Drafting Classes in High School?

4. Are you familiar with any CAD or Graphic software? If yes, please list them.

5. What Technology are you familiar with? Example: iPad, Laptop, Tablet, 3D Printer

6. Is there a specific university you want to transfer to?

7. The Architecture Program takes dedication. Are you willing to put in the time to succeed in the program?

8. How did you discover our program? Did your High School counselor or an individual recommend us to you? Did you learn of the program from the Del Mar College website or social media?
