

Graduate School of Architecture & Urban Design

Instruction sheet for online application + financial aid for graduate study  
Master of Architecture • Master of Landscape Architecture • Master of Urban Design

**REQUIRED APPLICATION INFORMATION & DEADLINES**

All candidates must submit an online application as directed below. The online application is found at [samfoxschool.wustl.edu/admissions/graduate](http://samfoxschool.wustl.edu/admissions/graduate). **All parts of the application for fall enrollment are due by January 15.**

The following application materials may be submitted over time; however, all materials must be received by the application deadline. **No applicant will be considered for admission until all required items have been received by the Office of Graduate Admissions for the Graduate School of Architecture & Urban Design.**

**ONLINE APPLICATION MATERIALS**

- 1. Personal and academic information.**
- 2. A concise statement of objective** (no more than 400 words) of educational and career goals.
- 3. A resume/curriculum vitae** (to include education and employment history, honors, awards, and extracurricular activities).
- 4. Three letters of recommendation**, to be completed by individuals who know the personal and academic qualities of the applicant (preferably—although not necessarily—academic instructors). When the candidate lists the recommenders and their correct email addresses in their application, the recommenders will be contacted, and their responses will be submitted through the online application. In the case of recommenders who are affiliated with academic institutions, the letters—which are expected to be genuinely written by the recommenders—must be written on school/university letterhead. All letters must include signatures (i.e., not just typed names).
- 5. A non-refundable \$85 application fee. Note:** The \$85 application fee will be waived for applicants who complete their online application by December 14. Beginning December 15, the application fee is \$85, and must be paid online by credit card.
- 6. Official transcripts.** Upload to your online application a digital copy (PDF format) of transcripts from all colleges and universities attended. When submitting digital academic records from multiple schools, please organize those records for submission as a single PDF upload.  
\*NOTE: In summer 2021 enrolling students will receive a request for official transcripts to be sent to us directly from their previous college or university, which must include the name of the degree that was awarded and the date when the degree was conferred. If you attended a Chinese university, in addition to submitting your official transcript, you must have your transcript and qualification certificate verified (in English) by the China Higher Education Student Information and Career Center (CHESICC). Links to the CHESICC online verification report can be sent to our registrar. More specific instructions will be provided next spring.
- 7. English language scores (if the applicant's native language is not English).** For fall 2021, we accept scores reported by the Test of English as a Foreign Language (TOEFL)—including the TOEFL ITP Plus for China and TOEFL iBT Home Edition—the International English Language Testing System (IELTS), or Duolingo. An exception to the English language score requirement is made for candidates who have studied a minimum of 3 years toward a baccalaureate degree in the United States or another English-speaking country. Otherwise, test scores must be made available to us.

Minimum acceptable scores when required are as follows:

- TOEFL and TOEFL iBT Home Edition: 90
- TOEFL ITP Plus for China: 600 (with Vericant video)
- IELTS: 6.5
- Duolingo: 115

### **To ensure that we receive your official test score results:**

- TOEFL test takers must use our institution code (6929) when making arrangements with the testing agency for score reporting.
- IELTS score results must be delivered to us electronically via the IELTS Results Service e-Delivery system. Be sure to use the name of our E-Delivery Account, which is Washington University in St. Louis, Sam Fox School of Design & Visual Arts.
- Duolingo test takers must individually email their test results as a PDF attachment to [odonnell@wustl.edu](mailto:odonnell@wustl.edu).

- 8. Portfolio.** A digital portfolio showing examples of design work or work in the visual arts must be uploaded to our online application system. Please review the formatting and technical instructions below carefully. The work represented in the portfolio—whether it includes drawings, photographs of architectural models, or artwork (including various types of media such as paintings, sculpture, ceramics, or photography)—should be the best examples of the applicant’s efforts.

Applicants who have not studied architecture previously should submit at least 10 to 12 examples of work in the visual arts and—if available—in the constructive arts (for example, photographs and drawings from small, three-dimensional built projects such as furniture, kiosks, or decks). The overall intention is to show work that demonstrates potential for accomplishment in further creative study.

Applicants who have pursued formal studies in architecture or landscape architecture must include examples of their design work related to those areas, but are also welcome to include examples of other artistic endeavors.

Important: Applicants submitting work done collaboratively, either in school or in the profession, should indicate that the work was not entirely completed through their own efforts and should be as specific as possible about the extent of their personal involvement in such projects.

Portfolio formatting/technical requirements:

- \* Please submit the portfolio as a single PDF document, with a maximum file size of 20 MB and a maximum resolution of 150 dpi. All work should be produced in high-resolution digital images.
- \* Prepare the file for computer monitor viewing (i.e., horizontal orientation), with text that is at least 8 points large so that it is legible when viewed full-screen.
- \* Applicants may submit a maximum of 25 pages (note: 2-page spreads count as one page). Front and back cover pages are allowed and would increase the maximum page limit to 27.
- \* The layout of the portfolio pages should be clear, with brief descriptions for each piece or project.

- 9. GRE scores (optional).** GRE scores are **not** required; however, we will accept score information if you have taken the test and are interested in sharing it with us. Although GRE scores are not required, please note that student performance as shown in academic transcripts will be given very close attention in the candidate review process. We are looking for students with high academic ability and accomplishment. If you have GRE scores you would like to report to us, please use our institution code (6929) and department code (4401) to ensure official test score reports are available to us from the testing service.

## **JOINT DEGREE APPLICATIONS**

To gain admission to a joint degree program involving another division of the University (e.g., Social Work, Business, or Construction Management), students must submit separate applications to—and gain admission from—both programs. Each program makes admission decisions independently. For more information, including addresses and contacts for the other University divisions, please visit the Sam Fox School website, [samfoxschool.wustl.edu/node/4114](http://samfoxschool.wustl.edu/node/4114).

## **FINANCIAL AID/SCHOLARSHIP SUPPORT**

Scholarship support from Washington University is the most common form of financial support, with 90% of our graduate students—both domestic and international—receiving awards. It is our intention to provide an outstanding education at a manageable cost to prepare candidates for a productive professional career. To receive consideration for scholarship awards, it is necessary to 1) indicate in the online application that you want to apply for scholarship funding (see Question #2 in the Academic Information section of the online form) and 2) complete an appropriate financial aid form as described on our website ([samfoxschool.wustl.edu/node/4123](http://samfoxschool.wustl.edu/node/4123)). The deadline for submitting the financial aid/scholarship application is February 15. Note that in addition to scholarship consideration, domestic candidates (U.S. citizens and U.S. Permanent Residents) are typically offered Federal loan opportunities to supplement scholarship funding.

An application for financial assistance (i.e., scholarships) will not influence decisions for admission to the Graduate School of Architecture & Urban Design. In other words, there is no penalty for seeking aid. However, failure to apply for scholarship aid by the February 15 scholarship application deadline could jeopardize or significantly reduce the chances of receiving such awards. Scholarship funding is limited; priority will be given to scholarship applications received on or before February 15.

In the 2020-2021 academic year, full-time tuition for students in the Graduate School of Architecture & Urban Design at Washington University is \$27,088 per semester. The cost of tuition plus living expenses brings fall and spring semester expenses (i.e., a 9-month period) to an estimated total of \$78,932. As noted previously, most students receive scholarship support to offset the cost of attendance. Scholarship awards are based on separate considerations of academic excellence and financial need. Rather than concentrating larger awards to fewer students, our policy is to provide aid to as many applicants as possible by distributing awards to more students.

### **Applying for Financial Aid and Scholarships**

Applicants for financial aid who are U.S. citizens or U.S. permanent residents must submit the federal government's Free Application for Federal Student Aid (FAFSA), which can be completed online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). When completing the FAFSA, please include Washington University's code (002520) in Step 6 of the form to ensure financial data will be received as needed.

Citizens of other countries who do not hold U.S. permanent residence status must submit an International Student Application for Graduate Financial Aid. The 2019-2020 form is available for download from the Sam Fox School website at [samfoxschool.wustl.edu/node/4123](http://samfoxschool.wustl.edu/node/4123).

### **Financial Aid/Scholarship Application Deadlines**

Applicants for financial aid who plan to enroll in the fall semester must submit their financial aid application form by February 15. All matriculating students must reapply annually for financial aid.

### **University-wide Scholarships**

Some University-wide fellowships and scholarships open to applicants to the Sam Fox School's graduate degree programs require submitting separate applications. These opportunities include the **Spencer T. and Ann W. Olin Fellowship** ([graduateschool.wustl.edu/olin-fellowship](http://graduateschool.wustl.edu/olin-fellowship)) and the **Chancellor's Graduate Fellowship Program** ([graduateschool.wustl.edu/cgfp](http://graduateschool.wustl.edu/cgfp)), as well as the **McDonnell International Scholars Academy** ([global.wustl.edu/mcdonnell-academy](http://global.wustl.edu/mcdonnell-academy)), whose funding is intended for graduates of select universities outside the United States. Please visit the appropriate websites for further information.

### **CONTACT INFORMATION**

All questions about the application process for programs in the Graduate School of Architecture & Urban Design may be addressed to:

Office of Graduate Admissions/Architecture  
phone: 314.935.6227 or 1.800.295.6227 (within continental United States)  
[odonnell@wustl.edu](mailto:odonnell@wustl.edu)

All questions about financial aid should be directed to:

Todd Farr, Financial Aid Awards Associate  
Phone: 314.935.3642  
Fax: 314.935.6462  
[tfarr@wustl.edu](mailto:tfarr@wustl.edu)

*Washington University encourages and gives full consideration to all applications for admission, financial aid, and employment. The University does not discriminate in access to, or treatment or employment in, its programs and activities on the basis of race, color, age, religion, sex, sexual orientation, gender identity or expression, national origin, veteran status, disability, or genetic information. Applicants with a prior criminal history will not be automatically disqualified from consideration for admission. Inquiries about compliance should be addressed to the University's Vice Chancellor for Human Resources, Washington University, Campus Box 1184, One Brookings Drive, St. Louis, MO 63130.*