



Master of Architecture **Application Instructions**

M.ARCH **STREAMS**

We have two M.Arch streams that you may apply to. The M.Arch admissions committee may recommend admission to either stream based upon a holistic review of your application.

- **M.Arch:** Our two-year stream with advanced standing is intended for those holding a four-year undergraduate honours degree or its equivalent in architecture, with significant studio experience in architectural design.

- **M.Arch 1:** Our three-year stream is intended for individuals holding a four-year honours undergraduate degree from diverse backgrounds, and wishing to pursue careers in architecture.

APPLICATION **PROCESS**

Begin by creating a secure account at Carleton360 (<https://360.carleton.ca>), where you can select the specific program you wish to apply for.

DOCUMENT **UPLOAD**

You will be required to upload specific documents.

For application to any of our graduate programs, you will need to upload the following to your application account:

- 1) a Statement of Intent,
- 2) a CV/Resumé,
- 3) a Writing Sample,
- 4) Transcripts,
- 5) Reference Contact information,
- 6) if applicable, a Language Proficiency evaluation, and
- 7) your SlideRoom portfolio upload receipt.

All documents, with the exception of your portfolio itself, are to be uploaded to your application account.

PORTFOLIO **UPLOAD**

Your portfolio will be uploaded via a separate file service: SlideRoom (www.asoaaui.slideroom.com). You will need to create an account and pay an associated fee to SlideRoom for this service. Once uploaded, you will receive a confirmation number from SlideRoom that your submission has been received. **You must upload your SlideRoom receipt to your application account.**

REQUIRED **DOCUMENTS**

1) **Statement of Intent**

Your Statement of Intent should express your interest in Architecture as a field of graduate study. It is a verbal pairing to your portfolio of visual work and should reflect your authentic voice. The suggested length of the Statement of Intent is 2 pages (maximum).

2) **C.V./Resume**

3) **Writing Sample**

Submit one writing sample from previous coursework or publication (maximum of 5 pages). The writing sample gives evidence of your verbal skills and style and helps us to understand how you frame an inquiry, creative reflection or critical position in and through writing.

4) **Transcripts**

Please note that all post-secondary education transcripts are required. Electronic transcripts (preferred) will be accepted from Canadian and US institutions and considered official if sent directly from the institution's Registrar's Office or other verified records office. Electronic transcripts must be sent to graduate.studies@carleton.ca.

Physical copies of official transcript(s) (if required) must be mailed directly to Carleton from your home institution in a sealed university envelope from the office issuing the transcript(s). Official transcript(s) must indicate that your degree has been conferred. The mailing address is:

Graduate Admissions
512 Tory Building, Carleton University,
1125 Colonel By Drive,
Ottawa, Ontario, Canada
K1S 5B6

International Applicants

If you have received an Offer of Admission, a Course-by-Course evaluation (WES ICAP) from World Education Services (WES Canada) will be required on your final transcripts. You will be notified at that time, if this is the case. The completed evaluation on final and conferred transcripts must be sent electronically to Carleton via WES. Please review your Country specific document requirements for the WES ICAP prior to starting your application.

5) Portfolio

- The portfolio may contain up to **16 pages** of content, in either a single or two-page spread. The Admissions Committee reviews portfolios online; keep this in mind when preparing your portfolio layout. While the dimension of the portfolio is at the discretion of the applicant, we recommend between A4 – A2 in size (8.5” x 11” – 16.5” x 23”). Please note that the portfolio must be submitted online via SlideRoom and not uploaded with your other documents. **Physical portfolios will not be accepted.**
- You may include a title page and/or table of contents if you wish. These will not count toward the 16 pages. The digital portfolio should showcase recent, high-quality work, and will be judged on both its content and overall design. Please consider the scale and clarity of your selected images and texts when designing your portfolio and keep non-visual content to a minimum. While demonstrating mastery of a skill (drawing, modelling, rendering, building, etc) is beneficial, do keep in mind that we look for both your ability to think abstractly and conceptually, to ask questions and be reflective, as well as your ability to communicate visually with thoughtful and crafted drawings and models. Professional work can be selectively included but you must be clear about your role in the team/project.
- Applicants who do not possess formal training in architecture may include other creative works that evidence creativity (studio art, construction/renovation, etc.); this work should demonstrate abstract thinking and visual communication abilities.
- Any material that is not entirely the applicant's own work must be clearly identified.
- The portfolio must be submitted as a single PDF file (max. 10 Mb) via SlideRoom. (<http://asoau.slideroom.com>).

6) Language Proficiency (ESL Test Scores) – if applicable

All instruction at Carleton University is delivered in English. If your first language is not English, you can prove your proficiency in English through a few pathways, depending on your unique circumstances. Learn more here: <https://graduate.carleton.ca/international/english-second-language/>

Once you have submitted your complete application, you will be asked to pay a non-refundable application fee of \$100. Within 1-3 business days, you will receive instructions to access and log in to Carleton Central, our University student information portal.

For frequently asked questions regarding the application process please see: <https://graduate.carleton.ca/application-faq/>.

For questions specific to the MArch program, contact the Azrieli School of Architecture and Urbanism’s Graduate Administrator at architecturegrad@carleton.ca or via telephone at: 613-520-2600, extension 8226.

Thank you for your interest in our program, we look forward to receiving your application.