University of Michigan Taubman College of Architecture and Urban Planning
2011-2012 COLLEGE BULLETIN

DEGREE REQUIREMENTS (sections I,II,III) AND ACADEMIC POLICIES (section IV)

SECTION I: ARCHITECTURE DEGREES

General information: Check your degree status online

Wolverine Access is the best place to monitor your degree status. To access, visit wolverineaccess.umich.edu and login following this path:
- Student business
- Degree progress
- My academic requirements

Please Note: This is only a guide and not an official audit. Please see Student Services for an official audit of your records.

IA: UNDERGRADUATE ARCHITECTURE

Bachelor of Science in Architecture Degree Requirements

In order to qualify for the Bachelor of Science degree, a student must meet the following requirements:

1. Complete a minimum of 120 credit hours, of which a minimum of 50 credit hours, including a minimum of 45 credit hours in architecture courses, must be earned while the student is enrolled in Taubman College

2. Complete all required courses and distribution requirements specified for the freshman and sophomore years and all required architecture courses specified for the junior and senior years, as listed under "Sample Schedule."

3. Earn a passing grade (D or better) in each required architecture course, in each required pre-professional course (art, English, mathematics, and physics), and in each course used to fulfill liberal arts distribution requirements (digital drawing, humanities, natural sciences, and social sciences).

4. Earn a minimum cumulative grade point average of 2.0 (C) for all required architecture courses.

5. Earn a minimum cumulative grade point average of 2.0 (C) for all courses taken while enrolled in the college.

All students expecting to receive the B.S. degree are required to apply to graduate on Wolverine Access. This should be done at least three months in advance of the expected date of graduation. Students who meet this deadline will have their names published in the Commencement Program. Faculty advisors and administrators can assist students in planning their course schedules, but the student is ultimately responsible for meeting all program and degree requirements. If degree requirements are not completed for the commencement period to which the student has applied on Wolverine Access, a student must apply again on Wolverine Access to be considered for graduation at a subsequent commencement date.

*Sample schedules for all programs available at taubmancollege.umich.edu/programs

Bachelor of Science in Architecture Core Courses

Arch 312 Architectural Design 1 _____6

Arch 322 Architectural Design 2 _____6

Arch 432 Architectural Design 3 _____6

Arch 442 Architectural Design 4 _____6

Arch 314 Structures 1 _____3

Arch 324 Structures 2 _____3

Arch 315 Sustainable Systems I _____3

Arch 425 Sustainable Systems 2_____3

Arch 316 Design Fundamentals 1 _____3

Arch 326 Design Fundamentals 2 _____3

Arch 317 Construction 1 _____3

Arch 427 Construction 2 _____3

*Arch 313 History 1 _____3

*Arch 323 History 2 _____3

*Arch 211 Digital Drawing _____3

*If these courses were not taken prior to entering the program they must be completed during your studies in the Architecture Program.

IB: MASTER OF ARCHITECTURE (M.Arch)

2-Year Master of Architecture Degree Requirements

Students must earn 60 credit hours and satisfactorily complete the required courses before a degree is granted. No transfer credit is accepted for graduate level coursework from other institutions.

Specifically, a student must complete:

• Four courses (24 credit hours) of architectural design (Arch 552, Arch 562, Arch 662, Arch 672). Spring half-term Architectural Design cannot be counted as one of the required design courses

• Five courses (15 credit hours) of specific required architecture courses (Arch 516—Architectural Representation, Arch 572—Architectural Theory and Criticism, Arch 583—Professional Practice, Arch 589—Site Planning, and Arch 660—Thesis Development Seminar)

• One course (3 credit hours) selected from 500/600 level History of Architecture courses as indicated in the Index of Architecture Program Courses at the end of this section

• One course (3 credit hours) selected from 500/600 level environmental technology courses as indicated in the Index of Architecture Program Courses at the end of this section

• One course (3 credit hours) selected from 500/600 level Structures courses as indicated in the Index of Architecture Program Courses at the end of this section

- Two courses (6 credit hours) of 500/600 level elective architecture courses

- Two courses (6 credit hours) of non-architecture cognate courses, not cross-listed with architecture courses and ordinarily at the graduate level

*Sample schedules for all programs available at taubmancollege.umich.edu/programs>

Important Notes about M.Arch Degree Requirements:

- It is strongly recommended that all required courses (Arch 516, Arch 572, Arch 583, Arch 589, and the required courses in Architectural History, Environmental Technology, and Structures) be taken in the terms suggested in the 2-Year M.Arch. sample schedule online. Class sizes are limited and those students taking a required course out of the suggested sequence may find that space in some required courses is not available in the preferred term.

- No more than six hours of Tutorial Studies (Arch 593 and Arch 600) can be counted toward the 60-hour minimum.

- Students who enter the first year of the 2-Year option may not elect required undergraduate architecture courses for credit.

- The one credit hour courses, Arch 993 Teaching Methods for GSIs, and Arch 690 Architectural Curriculum Practical Training, cannot be counted towards graduation requirements.

  - ELI 530 does not count toward the required 60 credit hours.

A student must complete the 60 credit hours required for the M.Arch. degree with a cumulative GPA of 3.0 or above and with a grade of D or better in each required architecture course. Those students earning a cumulative GPA of 3.8 and above shall graduate with high distinction; students earning a GPA of 3.6 to 3.79 shall graduate with distinction. These honors will be entered on the students' transcript and diploma.

The student's faculty advisor must approve all course elections, including cognates and 500/600 level architecture courses, on a program planning form. The program planning form is placed on file with the college registrar and is used to finalize degree requirements at the time of graduation. In addition, all students expecting to receive the Master of Architecture Degree are required to apply to graduate on Wolverine Access. This should be done at least three months in advance of the expected date of graduation. Students who meet this deadline will have their names published in the commencement program. Faculty advisors and administrators can assist a student in planning course schedules, but the student is ultimately responsible for meeting all program and degree requirements. If degree requirements are not completed for the commencement period to which the diploma application has been filed, a student must complete a new diploma application to be considered for graduation at a subsequent commencement date.

2 Year Core Courses

Arch 552 Arch Design V _____6

Arch 562 Arch Design VI _____6

Arch 672 Arch Design VII _____6

Arch 660 Thesis Development _____3

Arch 662 Thesis Studio _____6

Arch 516 Representation _____3

Arch 589 Site Planning _____3

Arch 572 Theory/Criticism _____3

Arch 583 Professional Practice _____3

3-Year Master of Architecture Degree Requirements

In order to qualify for the 3-Year option Master of Architecture degree, a student must complete a minimum of 105 credit hours while enrolled in Taubman College.   No transfer credit is accepted for graduate level coursework from other institutions.

Specifically a student must complete:

• Three Architectural Design courses (Arch 402, Arch 412, and Arch 422), one course in Design Fundamentals (Arch 416), one course in History of Architecture (Arch 413), two courses in Construction (Arch 417 and Arch 527), two courses in Structures (Arch 314, Arch 324) and two courses in Sustainable Systems (Arch 315, Arch 425)

• Four courses (24 credit hours) of Architectural Design (Arch 552, Arch 562, Arch 662, Arch 672). Spring half-term Architectural Design cannot be counted as one of the required design courses

• Five courses (15 credit hours) of specific required architecture courses (Arch 516—Architectural Representation, Arch 572—Architectural Theory and Criticism, Arch 583—Professional Practice, Arch 589—Site Planning, and Arch 660—Thesis Development Seminar)

• Two courses (6 credit hours) selected from 500/600-level History/Theory courses*

• One course (3 credit hours) selected from 500/600-level Environmental Technology courses*

• One course (3 credit hours) selected from 500/600-level Structures courses*

• One course (3 credit hours) selected from 500/600-level Design Fundamentals courses*

• Three courses (9 credit hours) selected from 500/600 level electives

Notes:

• Students should make every effort to take all required courses (Arch 516, Arch 572, Arch 583, and Arch 589) in the terms suggested in the sample schedule. Class sizes are limited and space may not be available in the preferred term for students taking required courses out of the preferred sequence

- No more than six hours of tutorial studies (Arch 593, Arch 600) can be counted toward the 105-hour minimum

- The student must earn a cumulative GPA of 3.0 or above, with a grade of D or better in each required architecture course

- All required 300- and 400-level architecture courses and a computer science course should be completed by the end of the second year

- All course elections must be approved by the student's faculty advisor on a 3-Year option program planning form. Policies regarding the diploma application and graduation honors are the same as those for other graduate students

*Sample schedules for all programs available at taubmancollege.umich.edu/programs

3G Core Courses

Course	Credits
Arch 402 Arch Design	6
Arch 412 Arch Design I	6
Arch 422 Arch Design II	6
Arch 552 Arch Design V	6
Arch 562 Arch Design VI	6
Arch 672 Arch Design VII	6
Arch 660 Thesis Development	3
Arch 662 Thesis Studio	6
Arch 314 Structure 1	3
Arch 324 Structure 2	3
Arch 315 Sustainable Systems I	3
Arch 425 Sustainable Systems 2	3
Arch 416 Design Fundamentals	3
Arch 417 Construction	3
Arch 516 Representation	3
Arch 527 Building Systems	3
Arch 572 Theory/Criticism	3
Arch 583 Professional Practice	3
Arch 589 Site Planning	3

IC: Master of Science in Architecture Degree Requirements

To earn the Master of Science degree students must complete a minimum of 30 credit hours with a GPA of 5.0 (B) or better. Specifically a student must complete:

1. One course (3 credit hours) of Research Design and Methods in Architecture (Arch 813), or another course approved by Doctoral Studies

2. One course (6 credit hours) of Master's Thesis (Arch 739) under the direction of the student's faculty advisor and pursued over two consecutive typically winter and spring terms. Those continuing to pursue a Ph.D. at UM's Doctoral Studies in Architecture need not elect Arch 739.

3. One course (3 credit hours) of Area Seminar (Arch 823, 824, 825) related to the student's area of specialization or option, or another course approved by Doctoral Studies

4. Four courses (12 credit hours) of elective architecture courses related to the student's area of specialization or option (for History and Theory, 6 of these credit hours must be area course offerings)

5. Two courses (6 credit hours) of cognate courses related to the student's area, option, or interests. Courses offered by University units other than Doctoral Studies in Architecture and the Architecture Program are considered cognate courses.

All course elections, including cognate courses, are made on the basis of area specialization and in consultation with the student's major advisor.

Master of Science degree students who apply and are accepted for Ph.D. studies may count two courses (up to 6 credit hours) from their M.Sc. coursework towards either their Ph.D. major or minor. They must still however complete the 40 credit hour requirement for the Ph.D. degree.

Master of Science in Architecture; Specialization: Design Research

To earn the Master of Science degree students must complete a minimum of 30 credit hours with a GPA of 5.0 (B) or better.

Specifically a student must complete:

1. One course (1 credit hour) of MS _Topic Seminar (Arch 711).
2. One course (1 credit hour) of MS_Topic Workshop (Arch 712).
3. One course (3 credit hours) of MS_DR Seminar (Arch 720).
4. One course (3 credit hours) of MS_Teaching Practicum (Arch 721)
5. Two courses (10 credit hours) of MS_DR Thesis Studio (Arch 741)
6. Two courses (6 credit hours) of cognate courses related to the student's area, option, or interests. Courses offered by University units other than Doctoral Studies in Architecture and the Architecture Program are considered cognate courses

    No transfer of credits may be counted toward the 30 credit hour requirement. All course elections, including cognate courses, are made on the basis of area specialization and in consultation with the student's major advisor.

Master of Science in Architecture; Specialization: Digital Technologies

To earn the Master of Science degree students must complete a minimum of 36 credit hours with a GPA of 5.0 (B) or better.

Specifically a student must complete:

1. One course (3 credit hours) of MS Colloquium (Arch 714).
2. Two courses (6 credit hours) of MS Independent Research (Arch 719)
3. Three courses (9 credit hours) of MS_DT Workshop (Arch 717)
4. One course (3 credit hours) of Responsive Surface (Arch 505) or another elective course approved by the MS_DT Coordinator.
5. One course (3 credits hours) of Generative Computing (Arch 591) or another elective course approved by the MS_DT Coordinator.
6. Two courses (6 credit hours) of Digital Fabrication (Arch 571) or another elective course approved by the MS_DT Coordinator.
7. Two courses (6 credit hours) of cognate courses related to the student's area, option, or interests. Courses offered by University units other than Doctoral Studies in Architecture and the Architecture Program are considered cognate courses.

No transfer of credits may be counted toward the 30 credit hour requirement. All course elections, including cognate courses, are made on the basis of area specialization and in consultation with the student's major advisor.

ID: Ph.D. in Architecture Degree Requirements

Students who have been offered admission are required to complete a minimum of 40 credit hours of graded course work (including core courses and electives) prior to achieving candidacy. Specifically, students are required to take:

1. 13 credit hours of core courses (including 4 credit hours related to the Research Practicum)

2. 12 credit hours of letter graded courses in the major specialization area

3. 9 credit hours of letter graded courses in the minor specialization area

4. 6 credit hours of letter graded elective courses.

All students who anticipate working with quantitative or qualitative data manipulation are required to complete at least 3 credit hours of graded coursework in statistical analyses and/or advanced research methods (beyond the required core course).

Students must complete two consecutive terms of full-time graduate work in residence beginning in the fall term of their first year so that the core courses may be taken in the required sequence. Students who have been offered special admission will be required to complete additional course work. Rackham requires that graduate-level cognate courses of four credit hours be satisfactorily completed in a department/program other than the Architecture Program. These courses may be used to satisfy the major or minor requirement and must be approved by the student's major professor. These credit hours are not additional to the 40 required program hours. Upon satisfactorily completing all Ph.D. course work, a Ph.D. student is eligible to apply for and be awarded the Master of Science degree.

Ph.D. In Architecture Core Courses

The core curriculum for the program consists of courses in the theoretical foundations of architecture, research methods, and seminars relating to the student's major and/or minor specialization areas. For detailed description of these courses see the Course Descriptions section.

Course Credit Hours

Arch 812 Theory in Architectural Research _____ 3
(Ph.D. student in the H/T specialization area can replace 812 with an alternative course designated by the H/T area)

Arch 813 Research Design and Methods in Architecture_____ 3
    1. Section 001-HT
    2. Section 002-BT, DS

Area Seminar (choose one of three options)_____ 3
   Arch 823: Architectural History and Theory
   Arch 824: Design Studies
   Arch 825: Building Technology

Arch 839 Research Practicum _____ 4

TOTAL _____ **13**

With approval from Doctoral Studies a student may elect to take another 3 hour methods course in lieu of Arch 813.

IE: MASTER OF ARCHITECTURE DUAL DEGREES

*Sample schedules for all programs available at taubmancollege.umich.edu/programs

2-Year M. Arch/M.U.P Degree Requirements

Students must register in the A. Alfred Taubman College of Architecture and Urban Planning and the Rackham Graduate School. Course elections should be identical in each unit for each semester. The dual M.Arch/M.U.P. degree requires the completion of a minimum of 84 credit hours. Specifically, a student must complete:

1. 36 credit hours of 500/600 level architecture courses, including four courses (24 credit hours) of architectural design (Arch 552, Arch 562, Arch 662, Arch 672)

2. Five courses (15 credit hours) of specific required architecture courses: (Arch 516—Architectural Representation, Arch 572—Architectural Theory and Criticism, Arch 583—Professional Practice, Arch 589—Site Planning, and Arch 660—Thesis Development Seminar)

3. One course (3 credit hours) in each of three subject areas—Architectural History, Environmental Technology , and Structures

4. 30 credit hours of graduate level urban planning courses, including all "core" course work unless waived by the instructor

5. Any additional cognate/elective courses needed to fulfill the 84 credit hour requirement

In addition, students who lack college-level economics and statistics must complete acceptable courses in these two areas. One, but not both, may be counted toward the 30 credit hours of graduate-level urban planning courses, provided it has been taken for graduate credit. A cumulative GPA of "B" must be earned in each unit and not more than 24 credit hours may be double-counted toward the two degrees.

Each unit maintains a separate transcript and either degree may be awarded independently, provided the requirements for the single degree have been met. Because enrollment in the dual program involves two separate units, it becomes the responsibility of the student to follow the academic policies and procedures of each.

2-YearM. Arch/M.U.D Degree Requirements

The dual M.Arch/M.U.D. degree requires the completion of a minimum of 81 credit hours. Specifically, a student must complete:

1. 36 credits of 500/600 level architecture courses, including 4 courses (24 credit hours) of architectural design (Arch 552, Arch 562, Arch 662, and Arch 672)

2. 5 courses (15 credit hours) of specific required architecture courses (Arch 516, Arch 572, Arch 583, Arch 589, and Arch 660)

3. 1 course (3 credit hours) in each of three subject areas: Architectural HistoryEnvironmental Technology , and Structures

4. 39 credits of graduate level urban design courses

A cumulative GPA of "B" must be earned in each unit and not more than 24 credit hours may be double-counted toward the two degrees.

2-Year M. Arch/M.B.A. Degree Requirements

Students in the Joint Degree M.Arch./M.B.A. Program must complete a minimum of 90 credit hours, including a minimum of:

60 credit hours in Taubman College (cannot include transfer credit or work experience) including:

• 36 credit hours of 500/600 level architecture courses, including four courses (24 credit hours) of architectural design (Arch 552, Arch 562, Arch 662, Arch 672)

• Four courses (12 credit hours) of specific required architecture courses (Arch 516—Architectural Representation, Arch 572—Architectural Theory and Criticism, Arch 583—Professional Practice, and Arch 589 Site Planning)

• One course (3 credit hours) in each of three subject areas—Architectural History, Environment Technologyand Structures

• 15 credit hours of transferable electives from the Business School

60 credit hours in the Business School, including:

• 30 credit hour M.B.A. core (no credit is awarded for Business Administration core courses successfully waived; credit must be earned with Business electives

• 15 elective credit hours in Business Administration

• 15 credit hours of transferable elections from Taubman College

2-Year M. Arch/M.Eng. Degree Requirements

Students must dually register in the A. Alfred Taubman College of Architecture and Urban Planning and the college of Engineering. For any given term, courses being double-counted should be elected in each unit, while those pertaining only to the M.Arch. degree are elected in Architecture and Urban Planning and those pertaining only to the M.Eng. degree in Engineering. The dual M. Arch./ M.Eng. degree requires the completion of a minimum of 75 credit hours. Specifically, a student must complete:

1. 36 credit hours of 500/600 level architecture courses, including four courses (24 credit hours) of architectural design (Arch 552, Arch 562, Arch 662, Arch 672);

2. Five courses (15 credit hours) of specific required architecture courses: (Arch 516—Architectural Representation, Arch 572—Architectural Theory and Criticism, Arch 583—Professional Practice, Arch 589—Site Planning, and Arch 660—Thesis Development Seminar)

2. One course (3 credit hours) in each of three subject areas—Architectural History, Environmental Technology, and Structures

3. 9 credit hours of construction engineering "core" courses (CEE 531, CEE 532, CEE 536)

4. 6 credit hours of graduate-level construction engineering courses

5. 3 credit hours of a construction practice seminar (CEE 530)

6. Any additional cognate/elective courses needed to fulfill the 75 credit hours and general requirements of each degree

In addition to the requirements outlined above, students must also complete—by the end of their first year of graduate study—the following courses or approved equivalents: CEE 351 Civil Engineering Materials, CEE 431 Construction Contracting, CEE 432 Construction Engineering, and CEE 445 Engineering Properties of Soils. In order to minimize scheduling problems, students are strongly encouraged to complete these courses prior to entering the dual program. Note that these four courses, as well as other 300 and 400 level courses, will not be recognized for graduate credit within the 30 credit hours required for the M.Eng. degree.

A cumulative GPA of "B" must be earned in each unit and no more than 15 credit hours may be double-counted toward the two degrees. Each unit maintains a separate transcript and either degree may be awarded independently, provided the requirements for the single degree have been met. Because

enrollment in the dual program involves two separate units, it becomes the responsibility of the student to follow the academic policies and procedures of each.

M. Arch/M.S. Degree Requirements

The dual M.Arch./M.S. degree requires the completion of a minimum of 90 credit hours (M.Arch. 2-Year) or 135 credit hours (M.Arch. 3-Year). It is possible to double-count up to 15 credit hours, resulting in a minimum of 75 credit hours (M.Arch. 2-Year) or 120 credit hours (M.Arch. 3-Year).

Specifically, a student must complete:

M.Arch./M.S. 2-Year:

1. 36 credits hours of 500/600 level architecture courses, including four courses (24 credit hours) of Architectural Design (Arch 552, Arch 562, Arch 662, Arch 672)

2. 5 courses (15 credit hours) of specific required architecture courses: Arch 516—Architectural Representation, Arch 572—Architectural Theory and Criticism, Arch 583—Professional Practice, Arch 589—Site Planning, and Arch 660—Thesis Development Seminar

3. 1 course (3 credit hours) in each of three subject areas: Architectural History, Environmental Technology, and Structures

4. 12 credit hours of required M.S. core courses

5. 30 credit hours of electives or cognates in the student's area of specialization (at least 6 credit hours must be cognates)

M.Arch./M.S. 3-Year:

1. 43 credit hours total of: 3 Architectural Design courses (Arch 402, Arch 412, and Arch 422), 1 course in Design Fundamentals (Arch 416), 1 course in History of Architecture (Arch 413), 2 courses in Construction (Arch 417, Arch 527), 2 courses in Structures (Arch 314, Arch 324), and 2 courses in Sustainable Systems(Arch 315, Arch 425)

2. Four courses (24 credit hours) of architectural design (Arch 552, Arch 562, Arch 662, Arch 672)

3. 5 courses (15 credit hours) of specific required architecture courses: Arch 516—Architectural Representation, Arch 572—Architectural Theory and Criticism, Arch 583—Professional Practice, Arch 589—Site Planning, and Arch 660—Thesis Development Seminar

4. 2 courses (6 credit hours) selected from 500/600-level History/Theory courses and 1 course (3 credits each) selected from 500/600 level courses in each of four subject areas: Environmental Technology, Structures, and Design Fundamentals

5. 12 credit hours of required M.S. core courses

SECTION II: URBAN DESIGN DEGREES

General information: Check your degree status online

Wolverine Access is the best place to monitor your degree status. To access, visit
wolverineaccess.umich.edu and login following this path:
- Student business
- Degree progress
    My academic requirements

Please Note: This is only a guide and not an official audit. Please see Student Services for an official audit of your records.

IA: MASTER OF URBAN DESIGN (MUD)

Master of Urban Design Degree Requirements

The M.U.D. Program requires 39 academic credits. The program is 10 months in length consisting of a summer half term (July–August), fall full term (September–December), and winter full term (January–April), or a total of two-and-one-half terms. Students may satisfy the program's elective with international study by adding the spring half term (May–June) following the winter term, bringing the program's length to 12 months. Students must complete 3 Urban Design Studios (712,722, and 732), 5 required Urban Design course (713,719,723,729, and 739) and one selective course (3 credits) and one elective course (3 credits).

*Sample schedules for all programs available at taubmancollege.umich.edu/programs

Master of Urban Design Core Courses

UD 712 Studio I _____6

UD 722 Studio II _____6

UD 732 Studio III _____6

UD 739 Seminar _____3

UD 713 History of Urban Form _____3

UD 719 Theories of Urban Design _____3

UD 723 Methodologies of Urban Design _____3

UD 729 Practices of Urban Design _____3

SECTION III: URBAN PLANNING DEGREES

IIIA: MASTER OF URBAN PLANNING (MUP)

Master of Urban Planning Degree Requirements

In order to obtain the Master of Urban Planning degree, a student must fulfill the following requirements:

1. The student must complete a minimum of 48 approved credit hours, of which:

   a) a minimum of 30 hours must be in graduate-level urban planning courses; and

   b) no more than eight hours may be counted from among individual study-type courses (i.e., UP 680, 685, 733, or 734).

2. The student must complete all "core" courses, unless waived by the faculty member who teaches a specific core course.

3. Each student must complete a course in economics (UP 510) and a course in statistics (UP 503) if these were not taken as an undergraduate.

4. Each student must complete a minimum of four hours of courses outside the program (cognate requirement).

5. Each student completes a concentration that normally includes at least three courses.

Each student must earn an overall grade point average of "B" (5.0 on the 9.0 Rackham scale) or better while enrolled in the program.

Incoming students are assigned a faculty advisor with whom programs of study, course alternatives, concentration choices, and career objectives are explored. The counseling procedure within the program varies according to the individual student's needs and his or her evolution through the four terms of study.

All students develop a written study plan using the "Degree Requirements Checklist." This study plan should be reconsidered and revised by the student with the approval of the advisor each term. The checklist will be maintained in the student's file and serve as the official record of a student's progress toward degree requirements. Keeping the form up to date helps to ensure that degree requirements are met in a timely fashion. Students complete a concentration declaration form during their second full semester in the program; the concentration advisor should approve a student's concentration plan on the Degree Requirements Checklist before the end of the third semester.

*Sample schedules for all programs available at taubmancollege.umich.edu/programs

M.U.P. Core Courses

Generally, students take the majority of their courses during the first year from among the offerings of the Urban and Regional Planning Program. A series of "core" courses serve to give the student a broad-

based knowledge of planning. These classes deal with urban planning analysis, history and theory, professional practice, and the social, economic, political, legal, and physical aspects of urban planning. If a student already possesses an acceptable level of competence in an area covered by a core course, an elective may be substituted. The determination as to whether or not a student possesses an acceptable level of competence will be made by the respective instructor in a core course in consultation with the student, his or her advisor, and the chair. All changes must be noted on the "Degree Requirements Checklist." The "core" courses required of master of urban planning students are as follows:

Course Number/Title	Credit Hours
UP 503 Introduction to Statistics*	
(for those who have not taken statistics)	3
UP 504 Quantitative Planning Methods	3
UP 505 Fundamentals of Planning Practice	3
UP 510 Public Economics for Urban Planning**	
(for those who have not taken economics)	3
UP 513 Legal Aspects of the Planning Process	3
UP 540 Planning Theory	3
UP 610 Fiscal Planning and Management	2 required of a 3-credit course
UP 634 Integrative Field Experience	6
or UP 631 Land Use and Physical Planning Studio	
or UP 733/4 Planning Thesis/Professional Project	

* Or a statistics course taken prior to program entry.

** Or a microeconomics course taken prior to program entry.

*Sample schedules for all programs available at <tcaup.umich.edu/programs>

IIIB: MASTER OF URBAN PLANNING FORMALLY STRUCTURED DUA L DEGREES

*Sample schedules for all programs available at http://taubmancollege.umich.edu/programs

M.U.P./M.Arch. Degree Requirements

Students must register in the A. Alfred Taubman College of Architecture and Urban Planning and the Horace H. Rackham School of Graduate Studies. Because of the way the Architecture Program calculates grade point averages, a student must register for double-counted courses in both units in the semesters when these courses are taken.

A student may register for all courses in both units so that course elections are identical in both units. The dual M.Arch./M.U.P. degree requires the completion of a minimum of 84 credit hours. Specifically, a student must complete:

1. 36 credit hours of 500/600 level architecture courses, including four courses(24 credit hours) of architectural design (Arch 552, Arch 562, Arch 672, Arch 662).

2. Five courses (15 credit hours) of specific required architecture courses (Arch 516 Architectural Representation, Arch 572 Architectural Theory and Criticism, Arch 583 Professional Practice, Arch 589 Site Planning, and Arch 660 Thesis Development Seminar).

3. One course (3 credit hours) in each of three subject areas-Architectural History, Environmental Technology, and Structures.

4. 30 credit hours of graduate level urban planning courses, including all "core" course work unless waived by the instructor.

Any additional cognate/elective courses needed to fulfill the 84 credit hour requirement. In addition, students who lack college-level economics or statistics must complete acceptable courses in these two areas. These may be counted toward the 30 credit hours of graduate-level urban planning courses, provided they are taken for graduate credit in urban planning.

A cumulative GPA of "B" must be earned in each unit and 24 credit hours may be double-counted toward the two degrees. Each unit maintains a separate transcript, and either degree may be awarded independently, provided the requirements for the single degree have been met. Because enrollment in the dual program involves two separate units, it becomes the responsibility of the student to follow the academic policies and procedures of each.

M.U.P./M.B.A. Degree Requirements

The dual degree is an 84-credit-hour program that can be completed in three years. This combines the two-year, 48-credit-hour Master of Urban Planning with the two year, 60-credit-hour Master of Business Administration. Each student must take at least 45 credits of Business School courses and at least 30 credits of Urban and Regional Planning courses with an additional 9 credits registered in either program. Students must meet the requirements of both programs. Total credit hours needed 30 and 45 and 9 = 84. Both schools must agree to admission of a student to the dual degree.

M.U.P./J.D. Degree Requirements

Basic Requirements for the M.U.P.

• The M.U.P. degree requires a minimum of 48 credit hours, including core courses. At least 30 credit hours must come from urban and regional planning courses.

• Fifteen (15) credit hours may be satisfied by appropriate courses taken in the Law School.

Basic Requirements for the J.D.

• Students entering the Law School must complete the required first-year law curriculum.

• Students admitted to the Law School must earn a minimum of 82 credits toward the J.D., at least 70 of which must be earned in Law School courses.

• Law students are required to complete a course in professional responsibility, translational law, and an upper-class writing requirement.

• Twelve (12) credit hours may be taken from the satisfaction of requirements for the M.U.P. Instructions for requesting Law School credit for non-law courses are posted on the CTools site for dual degree students.

Additional Requirements

Applicants must gain separate and independent admission to both schools. Applicants should contact the Law School Admissions and Taubman College of Architecture and Urban Planning offices for application and admission information. The applicant's LSAT score may be used in place of the GRE.*

Students must satisfy the degree requirements of each school and should consult with advisors in each school for the precise graduation requirements for each degree and for information about course offerings. Students should not expect any Law School courses beyond first-year courses to be offered in the summer term. Students will not receive credit toward the J.D. for non-law coursework taken prior to matriculation at the Law School. Students should consult with the advisor at the companion school concerning credit toward the M.U.P. for Law coursework. During the third and fourth years of the program, students are permitted to elect courses in both schools. Students generally are not restricted in their selection in each school beyond the first year in Law School and the core curriculum in the Urban and Regional Planning Program. Tuition will be assessed at either the Law School or the Graduate School rate, whichever is higher, when courses toward both degrees are taken in one term.

At the beginning of their final year of study in the combined program, students should consult with their Rackham academic advisor and the Law School Registrar regarding forms that need to be completed prior to graduation. Also at the same time, students should submit a Dual/Joint Degree Election Form at (http://www/rackham.umich.edu/downloads/oard/forms /dualjoint6010.pdf) for approval from both the Law School and Taubman College of Architecture and Urban Planning. The combined degree is not open to those who have already earned either the J.D. or the M.U.P. Students who are registered in the first or second year at the Law School or the first year of the Urban and Regional Planning Program may apply for admission to the dual degree program.

M.U.P./M.S. (SNRE) Degree Requirements

Degree Requirements

The regular MS program in SNRE is a two-year 42 credit hour program, while the MUP program in URP is a two-year 48 credit hour program. The dual degree program is a 75-credit hour program designed for completion normally in 3 years (i.e., six full-time semesters of study, averaging 12.5 credit hours per semester).

For the dual degree, students take the required 42 credit hours in SNRE and 48 credit hours in URP with 15 credits double counted. This adheres to Rackham double counting requirements. In completing this coursework, students must accumulate a minimum of 30 UP credit hours and 25 NRE credit hours. Finally, students must complete all of the core required courses and the "concentration" (URP) or "field of study" (NRE) required courses for each of the two programs.

Core or concentration/field of study required courses may include courses that double count for the two programs, depending on the particulars of a given student's program of study, as long as the total credit hour requirements are met. In URP, dual degree students usually choose a concentration in land use and environmental planning, physical planning and design, or housing, community and economic development, although they are not limited to those concentrations. Similarly, dual degree students in SNRE have typically chosen the sustainable systems or environmental policy and planning fields of study, although they are not limited to those fields of study.

Coordinated Requirements

Both degree programs require an integrative, applied experience beyond traditional classroom instruction: In SNRE this is the opus requirement (typically a MS thesis or group Project) while in URP this is an integrative field experience. Allowing students to complete one, or the other, of these capstone requirements is a key part of the dual degree that makes its completion in three years feasible. The opus requirement for SNRE (NRE 700/701) may satisfy the integrative field experience requirement for URP (UP 634, 631, or 733/734), if the student has satisfied the first-year core program requirements for URP (UP 503, 504, 505, 510, 513, and 540) before undertaking the opus and if the opus project addresses a planning-related topic. Conversely, the integrative field experience requirement for URP may satisfy the opus requirement for SNRE if the student has satisfied the core program requirements for SNRE (NRE 509, 510, and 580) before undertaking the integrative field experience project and if the integrative field experience project addresses an environmentally related topic.

For the purposes of this dual degree program, the following pairs of courses are recognized as interchangeable, satisfying program requirements for both programs: UP 503 (Statistics – 3 CH) and NRE 538 (Natural Resource Statistics – 4 CH); UP 510 (Public Economics – 3 CH) and NRE 570

(Microeconomics for Nat Res Applications – 3CH); and UP 406 (Introduction to GIS – 3 CH) and NRE 531 (Principles of GIS – 4 CH).

IIIC: MASTER OF URBAN PLANNING STUDENT INITIATED DUAL DEGREES

M.U.P./M.S.W. Degree Requirements

The M.U.P./M.S.W. is a 90-credit-hour program designed for completion in 2-1/2 to 3 years. Students take 60 credit hours in Social Work, 48 credit hours in Urban and Regional Planning; 18 of which may double-count toward both degrees. Students meet the specific requirements of each degree. In Social Work, students usually major in community organization and also concentrate in a substantive policy or service field. Human behavior and social environment courses emphasize community structure, organizational processes, and related areas. In Urban and Regional Planning, students usually choose to concentrate in housing, community, and economic development or international development. Students often take courses in non-profit and public management and take advantage of seminars and workshops offered through the University's Non-Profit and Public Management Center.

Coordinated Requirements

Field experience is an important part of the program, and the Social Work field placement is usually arranged in a setting that gives the student exposure to community development from the perspective of both social work and urban and regional planning. Dual degree students can complete the Urban and Regional Planning Program's capstone requirement through a professional project that builds on experience in a field placement or can participate in a community-based group planning project in partnership with a community-based organization in Detroit. Students may take either SW 661 or UP 610 to meet the budgeting and financial management requirement in Urban and Regional Planning.

M.U.P./M.L.A Degree Requirements

The M.L.A./M.U.P. degree is a 70 credit hour program that can be completed in 3-1/2 to 4 years. The M.U.P. requires 48 credits (with 30 of these in urban planning courses); the M.L.A. requires 36 credits. Fourteen of these can be double counted. M.L.A. students take approximately 29 credits of prerequisites early in their program; these do not count toward the 36 credit total for the M.L.A. degree; that is the degree and its prerequisites ordinarily comprise about 65 credits. A student in the dual degree must meet the requirements of both programs.

In urban and regional planning, students often choose a concentration in physical planning and urban design, land use and environmental planning, or housing, community and economic development. In landscape architecture, students proceed through a structured sequence of studios and complementary support courses, while taking advantage of elective courses in the School of Natural Resources and Environment.

Coordinated Requirements

Students may complete a six-credit master's project in either program to meet the project requirement in both. The required UP 504 Quantitative Methods for M.U.P. can fulfill the analytics course requirement for the M.L.A. An advanced M.L.A. student may be excused from taking UP 505 Fundamentals of Planning Practice; the faculty member will review the student's background to make this decision. Under some circumstances, UP 505 may fulfill the M.L.A. requirement for Arch 583 Professional Practice; students should consult advisors.

M.U.P./M.P.P. Degree Requirements

The M.U.P./M.P.P. degree is an 80 credit hour program that can be completed within three years. The M.P.P. and the M.U.P. each require 48 credits; 16 credits may be double-counted, according to the Rackham guidelines, but students should check with the Ford School before assuming that a given course may be double-counted toward the M.P.P. Students meet the specific requirements of both degrees. In Urban and Regional Planning, students usually choose a concentration in transportation or housing, community and economic development. In Public Policy, a student's concentration is the area of the dual degree, Urban and Regional Planning. Students take required courses in statistics and math, economics, the political environment for policy, cost-benefit analysis, public management, ethics, and a policy exercise. Students normally enroll nearly full time in one school one year and nearly full time in the second school the second year. They usually combine courses from both schools in the third year.

Coordinated Requirements

The statistics, other methods courses, and economics in public policy meet the requirements for statistics and economics in urban and regional planning and at least part of the requirement for quantitative methods for urban planning. Public Policy students are often waived out of the municipal budgeting course in Urban and Regional Planning if they have taken a series of courses in public policy that cover similar material. A student who feels he or she has fulfilled a requirement in Urban and Regional Planning through other courses should consult with the faculty member for that course.

M.U.P./M.P.H. Degree Requirements

The M.U.P./M.P.H. is a 90 credit hour program for students without relevant health education experience or advanced degrees. Students take 60 credits for the M.P.H. and 48 credits for the M.U.P. Eighteen of these credits may be counted in both programs. Students with substantial prior relevant postgraduate work or with substantial relevant experience may complete the dual degree with 80 credit hours, with 48 credits for the M.P.H., 48 credits for the M.U.P, and 16 credits counted in both programs. Students take at least 30 credits in the Urban and Regional Planning Program, at least 30 in Health Behavior and Health Education, and at least 10 credits in specific other courses in Public Health outside HBHE. Students normally complete the dual degree in three years of full-time study.

Coordinated Requirements

Courses taken to meet the requirement in behavioral research and evaluation methods in public health may meet part or all of the requirement for UP 504 Quantitative Planning Methods. UP 504 meets the

requirement of Biostatistics 503 for students doing the dual degree. Field experience is required for the M.P.H. and strongly encouraged for the M.U.P.

M.U.P./M.U.D. Degree Requirements

The M.U.P./M.U.D. is a 73 credit hour program that can be completed in two and one half to three years. Students take 48 credits in urban and regional planning and 39 credits in urban design with 14 of these credits counted in both programs. In urban and regional planning students usually choose a concentration in physical planning and urban design or in land use and environmental planning. Students meet the specific requirements of both degrees. Because the M.U.D. is a second professional degree, dual degree candidates for M.U.D./M.U.P. must plan to receive the M.U.P. first or to receive the degrees concurrently.

Coordinated Requirements

UP 631 Land Use and Physical Planning Studio meets the capstone requirement for the M.U.P. and can fulfill one studio course requirement for the M.U.D. if so determined by the M.U.D. program director and faculty.

IIID: Graduate Certificate in Real Estate Development

The Graduate Certificate in Real Estate Development is an interdisciplinary field. Therefore, courses for the certificate come from the University of Michigan's Business, Law, Urban and Regional Planning, Natural Resources and Environment, Landscape Architecture, Architecture, Urban Design, and Engineering Schools. Students are eligible to apply either as (1) a University of Michigan graduate student or (2) as a real estate professional on a stand-alone, certificate-only, basis. Applicants have to be a graduate of an accredited four-year college or university. We welcome applications from real estate professionals in the Detroit metropolitan area who are not currently enrolled at UM. Most of our UM graduate students are enrolled in urban planning, business, law, urban design, architecture, public policy, natural resources, and social work.

Certificate students must complete a total of 17 credits hours. Enrollment will be limited to 60 students in the program at any one time.

Course Requirements

Students are encouraged but not required to have completed a course in microeconomics before beginning the certificate. Students will complete the following requirements (see courses page for specific course offerings):

NEW: A 7.5 credit real estate-oriented MAP project is eligible for double-counting two of the required 3 credit courses.

An introductory real estate development overview course. The aim of these courses is to give students an overview of the process of real estate development from conception to completion

before they enter courses that deal with detailed aspects of development.

At least three credits in real estate finance and investment. These courses provide understanding of how real estate is financed and why investors are interested in real estate. Students will learn about the role of real estate finance in capital markets and about the structure of financing for real estate projects.

At least three credits in real estate and land use law. These courses provide background in the legal structure that encourages, discourages, and controls different types of real estate development. These courses provide the background for understanding why jurisdictions regulate development and how regulation can enhance the quality of development.

At least three credits in real estate in the urban development context. These courses encourage students to consider what constitutes desirable development that enhances the quality of life.

At least three credits in design and implementation. These courses aim to give students background in complex areas of design and implementation of real estate development projects.

An integrative seminar. This two-credit course will address special topics in real estate with the goal of giving students an opportunity to study specific issues in a seminar setting and to share ideas among all those in the certificate program.

Please review the Graduate Certificate in Real Estate Development Requirement Checklist, available online at http://taubmancollege.umich.edu/programs. This should be filed with Stacey Shimones, 2150 Art and Architecture.

IIIE: Ph.D IN URBAN PLANNING

U.R.P. Ph.D Degree Requirements

Degree requirements are divided into two stages: pre-candidacy and candidacy. The former involves course work and qualifying examinations, after which the student advances to candidacy. The second stage includes the dissertation research proposal and the completion of the dissertation. The Doctor of Philosophy (Ph.D.) degree in urban and regional planning is granted upon the successful completion and defense of the dissertation.

Pre-Candidacy Requirements

Pre-candidacy requirements include five areas:

• Planning theory

• Analytic methods

• Research design

• Primary area of specialization

• Secondary area of specialization

Students meet these requirements through coursework and exams over a two year period. During this time, a student's cumulative grade point average may not fall below a B without academic discipline or probation.

Required Courses

Three courses are required of all Ph.D. students, including two doctoral-level planning theory courses and a two-semester research seminar sequence. The two theory courses, Advanced Urban Theory (UP 650) and Epistemology and Reasoning for Planning Research (UP 660), are offered during the fall term in alternating years. These courses are designed to provide doctoral students a solid theoretical foundation for conducting rigorous scholarly inquiry within the planning field. Second-year students are required to take UP 835 (Ph.D. Research Seminar) over the fall and winter terms (for a total of four credit hours). This year-long seminar has three objectives. First, it exposes students to various approaches to research related to planning. Second, it enables students to formulate and test out researchable topics among faculty and student peers. Finally, it enables students to gain experience in developing an appropriate research design, in writing a detailed research proposal, and in formally presenting the proposal to an audience of faculty and students in a seminar during winter semester.

Overview of Core Curriculum

THEORY

Courses	Credit Hours
UP 540 Planning Theory (required for students without a masters degree in urban planning or without a previous equivalent course)	3
UP 650 Advanced Urban Theory (offered fall term in even number years)	3
UP 660 Epistemology and Reasoning for Planning Research (offered fall term in odd number years)	3
Total	**6–9**

NOTE: A written theory examination is given to all eligible students once per year, normally in May (after two years of coursework).

RESEARCH DESIGN and METHODS

Courses	Credit Hours
UP 835 Research Design (a two-semester sequence, normally taken fall and winter of the second year)	4
Analytical Methods (2 semesters graduate level statistics)	6
2 areas of dissertation-related methods (e.g., spatial analysis, qualitative methods) satisfied through 9 credit hours of coursework	9

Total _____ **19**

NOTE: No examination. Requirement is satisfied through grades of B or higher in all courses.

SPECIALIZATION

Courses	Credit Hours
UP 680 Directed Study (literature review in area of specialization, generally completed during the second or third semester)	3
3 or 4 courses in student-defined area of specialization	9–12
2 or 3 courses in secondary area of specialization	6–9
Total	**18–24**

NOTE: Comprehensive examination (written take-home and oral) on primary and secondary areas of specialization. Exam tailored to, and scheduled by the student.

Total core curriculum credit hours _____ **43–52**

SECTION IV: ACADEMIC POLICIES AND PROCEDURES

IVA: ACADEMIC POLICIES FOR STUDENTS IN RACKHAM GRADUATE SCHOOL

Students enrolled in the Ph.D. in Architecture, Master of Science, or theUrban and Regional Planning Program (Master of Urban Planning, Ph.D. in Urban and Regional Planning) must refer to the Rackham Graduate School online publications for the most up-to-date information on admission, programs of study, courses, fees and expenses, financial support, academic standards, and various other policies at the web address below:

Office of Admissions

Horace H. Rackham School of Graduate Studies

The University of Michigan

106 Rackham Building

915 E. Washington Street

Ann Arbor, MI 48109-1070

Phone: (734) 764-8129

Fax: (734) 647-7740

Email: rackadmis@umich.edu

Web: http://www.rackham.umich.edu/

IVB: TAUBMAN COLLEGE ACADEMIC POLICIES: GENERAL INFORMATION

The following information (Section IVB through Section IVF) on academic policies and procedures specifically pertains to students enrolled in Junior Year of the Undergraduate Program through the Master of Architecture Program and the Master of Urban Design Degree Program.

Admission

Admission requirements and procedures are described in this section under Undergraduate Program, Junior Year Admission and under Master of Architecture Degree, 2-Year or 3-Year options.

Readmission

Students returning to the Architecture Program who have not been enrolled for more than 12 months must formally apply for readmission. Inquiries should be directed to:

Architecture Admissions

2000 Bonisteel Boulevard

Ann Arbor, MI 48109-2069

Phone: (734) 764-1649

Fax: (734) 763-2322

The application for readmission should be filed no later than two months before the beginning of the term of re-enrollment. No application fee is required.

Orientation

Taubman College does not participate in the University Summer Orientation Program, but instead, conducts its own orientation program prior to the start of fall term classes. It is important that all entering students attend. Students will receive detailed orientation information by early August.

Registration

Students are officially enrolled for a term at the time of registration. Each student completes this registration process by using Wolverine Access, a web-based information system. Students will receive detailed information about registering for courses during the summer before classes begin. Directions for Wolverine Access registration are in the "University of Michigan Schedule of Courses" for a selected term. A late registration fee will be assessed to students who register after the end of the scheduled registration period for any term or program. Please refer to the section on "Fees and Expenses."

Academic Counseling

The chair of the Architecture Program coordinates academic counseling. Throughout their period of enrollment, students are encouraged to consult with various members of the faculty regarding academic and career goals. Students enrolled in the Master of Architecture Program are required to have a Program Planning Form, signed by a faculty advisor, on file with the college Registrar. Although faculty and administrators may assist a student in arranging an academic program, the student is ultimately responsible for meeting all program and degree requirements.

Repeating Courses

A student must repeat a course that he or she has failed if the course is either a required course or a prerequisite for another course that the student wishes

1. If a student earns a grade below "D" (1.0) in a required course, he or she must repeat the course

2. If a student earns a grade below "D" (1.0) in a course that is a prerequisite for a later course in a sequence, he or she may continue with the next course in the sequence, but must repeat the failed course.

3. If a student earns a grade below "D" (1.0) in a second course (whether consecutive or not) in a sequence, he or she cannot continue with subsequent courses in the sequence until all earlier courses in the sequence have been satisfactorily completed prior to (and not concurrent with) election of the next course in the sequence.

4. If a student withdraws from a required course, he or she must repeat that course in its entirety at a later date. If the course is a prerequisite for a later course in a sequence, the course in which the withdrawal occurred must be satisfactorily completed prior to (and not concurrent with) election of the later course.

5. When a student is required to repeat a course and when, in the interim, the credit hours have changed and/or the course content has changed significantly, the program chair shall determine the extent of the remedial work required.

Withdrawal from the Program

A student who terminates his or her enrollment during the term is required to officially withdraw. The student is responsible for initiating the withdrawal; he or she should contact the college Registrar. Any refund of fees is handled in accordance with University regulations as described in the section on Fees and Expenses.

Student Records

An academic file is maintained by the college for each student. The file contains admission materials, academic records and transcripts, correspondence, etc. The college endorses the university's Policy on Student Records, which meets the standards set forth in the Family Educational Rights and Privacy Act of 1974. Each student has the right to examine all materials in his or her file, except as prohibited by the above policies.

The college registrar and the administrative officers of the college, or their appointed representatives, shall have direct access to all records. All other persons, including faculty, may have access to portions of a student's record only when so authorized by the student.

Joint/Dual Degrees

Students wishing to pursue a dual degree program other than those described are advised to contact the college Registrar. Requests are approved on an individual basis.

Officer Education Programs

Officer education training programs are available to all students enrolled in the University of Michigan. Enrollment in officer education programs is voluntary, but the University and the armed forces expect each student who volunteers to meet the full obligations accepted. Since there are minor variations in the programs, interested students are encouraged to consult the chairpersons of the respective Army, Navy, and Air Force Officer Education Programs for information.

Questions regarding the granting of academic credit for Officer Education Program course elections for students in the Architecture Program should be directed to the college registrar.

IVC: TAUBMAN COLLEGE ACADEMIC POLICIES: COURSE ELECTIONS

General Policy

Students in the Architecture Program are not required to have election worksheets or drop-add forms signed and stamped by the college registrar, provided they are registering or making changes within the official registration/drop-add period for any given term. Except under extraordinary circumstances, students will not be allowed to drop, add, or modify courses after the official drop-add deadline published in the university's time schedule. Any modifications to course elections after this date are subject to approval from the instructor(s) involved and/or the program chair or the chair's designee.

It is the responsibility of each student to adhere to the college's policies and procedures for course elections as described below. The college registrar reviews the class scheduled of all students to make sure they have complied with policy, but this does not take place until after the drop-add deadline has passed. If a student has not followed the college's policies and procedures, the registrar has the authority to change course elections consistent with the following rules. The student will be notified of such changes. Students should contact the registrar if they have any questions.

Dropping and Adding

Students may drop and/or add courses through the third week of any full term and the second week of any half term. A course officially dropped after this deadline will appear on the academic record ith the designation "W" (withdrawal). No credit is awarded toward the degree and grade point averages are not affected. A withdrawal from a course does not result in tuition reimbursement. An unofficial drop is when the student does not complete a course and does not obtain permission for a withdrawl. Unofficial drops are recorded on the academic record as an "ED". Provided the course is taken for a letter grade, an "ED" will be counted as an "E" when calculating grade point averages and no credit is awarded toward the degree.

Auditing Courses

A student may elect or modify a course as an official audit (visit) through the third week of any full term and the second week of any half term. Permission of the instructor (a signature on an election worksheet or drop-add form) is required and regular fees are assessed. A course elected as an official audit will appear on the academic record with the designation "VI," but no credit will be awarded toward the degree and grade point averages are not affected. It is the responsibility of the student to make arrangements with the instructor as to class attendance, assignments, and/or exams to be completed. Unsatisfactory completion of these requirements, as determined by the instructor, will result in an "ED" (unofficial drop) on the academic record. The "ED" will not affect grade point `averages because the course was not elected for a letter grade.

Pass/Fail

A student may elect or modify a course to pass/fail through the third week of a full term and the second week of a half term, but under the following conditions:

1. Courses offered by Taubman College may not be taken pass/fail

2. Courses taken to fulfill pre-professional requirements for the B.S. degree—art, English, mathematics, physics, digital drawing, humanities, natural sciences, and social sciences—may not be taken pass/fail

3. Courses taken to fulfill the cognate requirement for the M.Arch. degree may not be taken pass/fail

4. Courses taken as substitutes for required classes may not be taken pass/fail

5. English Language Institute courses may not be taken pass/fail

6. A maximum of one course per term may be taken on a pass/fail basis

Credit hours for courses satisfactorily completed as pass/fail will apply toward the degree, but grade point averages are not affected. Instructors are not informed of those students taking a course on a pass/fail basis. Instructors report grades as usual iand the Office of the Registrar makes the following conversions:

• A through C- is entered on the academic record as "P" (pass) for credit

• D+ through E is entered on the academic record as "F" (fail) for no credit

Architecture Independents Studies

Undergraduate students must use Arch 300 or Arch 400 as an independent study number. Permission of the instructor (an override) is required. Graduate students must use Arch 600 (Arch 593 for Architectural History) as an independent study number. Permission of the instructor and approval by the program chair are required. Students should obtain a Tutorial Studies Approval Form from the college registrar. Only one Tutorial Studies course may be elected per term, and no more than 6 credit hours of Tutorial Studies credit may apply toward the M.Arch. degree.

IVD: Taubman College Academic Policies: Transfer of Credit

Transfer of Credit

Credit hours approved for transfer from another program, unit, or institution will appear on the student's transcript and will count toward the B.S. degree. Only credit hours, and not grades or honor points, will be posted to the student's record. Requests for transfer of credit should initially be made to the college registrar. In some cases, approval from the program chair is necessary.

Note: In order for course credits from external (non-UM) institutions to be eligible for transfer to the architecture program, students must achieve a grade of C or better in those courses.

Undergraduate

For undergraduate students, credit for academic courses from other units of the university and other institutions is evaluated by the Office of Undergraduate Admissions. All credit earned in other units of the university, except remedial courses below normal college-level and introductory officer education courses, will transfer.

Credit earned through high school advanced placement exams, conducted nationally by the college Entrance Examination Board, will transfer, provided the scores meet university standards. No credit will be awarded for placement exams offered by other departments of the university or by other institutions. Not more than 7 credit hours of nonacademic or technical courses earned at other institutions may be transferred; such credit is evaluated by the Architecture Program.

Course Waivers

A student may petition to receive a course waiver in a course he or she has already completed at another accredited university. The student must submit a waiver request form to the faculty member teaching the course in which he or she is seeking the waiver and submit supporting documentation, including but not limited to course syllabus, assignments, projects, papers, and tests to demonstrate sufficient knowledge of the subject. The granting of a waiver is at the discretion of the individual faculty member. If a student receives a course waiver, he or she has fulfilled that requirement, but no credit hours will be granted. The student will need to register for another course of equal credits in place of the waived course. It is recommended that students select a replacement course in the same area in which they received the waiver. For example, a student receiving a waiver from a structures course should select a structures elective. For graduate students, the selected replacement course should be 500 level or above. Prior approval from the chair is required for 400 level courses.

IVE: TAUBMAN COLLEGE ACADEMIC POLICIES: GRADING

Grading

Course grades are awarded on a letter system, A through E. These letter grades are translated into honor points for each hour of course credit, as follows:

A = 4.0	B- = 2.7	D+ = 1.3
A- = 3.7	C+ = 2.3	D = 1.0
B+ = 3.3	C = 2.0	D- = 0.7
B = 3.0	C- = 1.7	E = 0.0

In addition, the following notations are used to indicate unresolved academic situations:

ED....................unofficial drop

I........................incomplete

NR....................no report from instructor

X.......................absent from examination

Y.......................course extends beyond published schedule of term

No honor points are given for courses in which any of these grades are assigned. Students receiving a grade of ED or NR are advised to contact the college Registrar immediately. Students earning grades of I or X are advised to read the section on Incomplete Grades and to contact their instructors immediately.

Grade Point Average

The grade point average (GPA) for a term is calculated by dividing the Michigan honor points (MHP) earned during the term by the number of Michigan semester hours (MSH) elected for the term. The cumulative grade point average is calculated by dividing the total of all Michigan honor points earned during enrollment in the program by the number of Michigan semester hours elected in that program. The Michigan semester hours to not include credit hours:

1. Transferred from another program, unit, or institution

2. For courses elected pass/fail or audit

3. For professional work experience

Term Grades/Transcripts

Students enrolled on the Ann Arbor campus obtain grades through Wolverine Access on the Web. Grades for the current term will be available as they are entered in the computer system at the end of the term. Official transcripts must be obtained from the Transcript Department within the Office of the Registrar.

Incomplete Grades

When a student is unable to complete the required work for any course because of illness or for other reasons acceptable to the instructor and only when the amount of unfinished work is small, the instructor may report a grade of "I" (incomplete). As soon as a student learns that an "I" grade has been

(or will be) reported, he or she shall immediately contact the instructor. The instructor shall explain to the student the work that must be made up and shall set a time period for its completion within the limits described below. A final grade must be submitted to the Registrar within two months following the last day of classes of the term in which the "I" grade was earned. This deadline may be extended for just cause provided the instructor files a time extension form with the Registrar prior to the two-month deadline. No extension will be granted beyond the last day of classes of the first full term (fall, winter or spring/summer) following the term in which the "I" grade was earned, unless such an extension is approved by the Program Chair. If the final grade is not submitted prior to the two month (or extended) deadline, the "I" grade will lapse to an "E." When a student is absent from an examination, the instructor may report a grade of "X." The procedures and deadline for making up this work are similar to those described above for "I" grades.

Good Standing

To be in good standing in the undergraduate program, a student must have a GPA of at least 2.0 for the term just concluded and a cumulative GPA of at least 2.0. To be in good standing in the graduate program, a student must have a GPA of at least 3.0 for the term just concluded and a cumulative GPA of at least 3.0.

IVF: TAUBMAN COLLEGE ACADEMIC POLICIES: ACADEMIC DISCIPLINE

Definition of Academic Discipline

Any student not in good standing is on academic discipline under one of the following categories: Action pending, probation, further enrollment withheld or reinstated on Probation. As soon as possible after the college receives the transcripts, all students on academic discipline will be notified of their status. Each student so notified should contact the college Registrar immediately. For students on academic discipline, the program chair (or chair's designee) has the right and responsibility to approve course elections and changes, to require the election of specific courses and to establish a maximum or minimum number of courses and credit hours. The final responsibility for the administration of matters related to academic discipline rests with the committee on academic standing. All actions of academic discipline are entered on, and become a permanent part of, the student's academic record; except that when such action results from administrative, faculty, or staff error, the entry will be expunged. As soon as the student corrects all academic deficiencies, record clear is noted on the transcript, and the student is again in good standing.

In this policy on academic discipline, term, except as modified, refers to either a full term or a half term. When a student elects less than 6 credit hours in a term, his or her academic status will normally be determined by counting the current term and the preceding term as a single combined term; except that if this totals more than 20 credit hours, the status will normally be determined by counting the current term and the following term as a single combined term.

Action Pending

Action pending is assigned when the academic record of a student not on probation or reinstated on probation is incomplete (grades of ED, I, NR, or X) for the term just

concluded, and when failure to correct this deficiency will result in a term GPA and/or cumulative GPA below 2.0 (undergraduate)/3.0 (graduate). Action pending is assigned only for the two-month period permitted for finishing incomplete work. At the end of this makeup period, the student's academic record will be reviewed again and a status of either good standing or probation will be assigned, except that further enrollment withheld may be invoked in cases of extremely poor academic performance.

Probation

Probation is assigned when a student not already on probation or reinstated on probation has a deficiency of:

1. Less than 10 honor points below a 2.0 (undergraduate)/3.0 (graduate) for the full term just concluded

2. Less than 5 honor points below a 2.0 (undergraduate)/3.0 (graduate) for the half term just concluded

3. Below a cumulative 2.0 (undergraduate)/3.0 (graduate) GPA Probation is assigned for a period of one term only, during which the student is required to:

1. Earn at least a 2.0 (undergraduate)/3.0 (graduate) GPA for that term

2. Raise his or her cumulative GPA to at least 2.0 (undergraduate)/3.0 (graduate)

3. Meet any other special conditions of the probation

If a student satisfies all requirements of the Probation, he or she is again in good standing. If a student fails to satisfy all of these requirements, a status of further enrollment withheld is assigned. The student may not continue in the program unless he or she successfully appeals that action.

Further Enrollment Withheld

Further enrollment withheld is assigned when a student is in severe academic difficulty. Specifically, one of the following:

1. If the term GPA, the cumulative GPA, or any combination thereof is below 2.0

(undergraduate)/3.0 (graduate) for two successive terms.

2. If there is a deficiency of 10 or more honor points below either a 2.0 (undergraduate)/3.0 (graduate) full term GPA or cumulative GPA

3. If there is a deficiency of 5 or more honor points below either a 2.0 (undergraduate)/3.0 (graduate) half term GPA

4. If there is lack of reasonable progress toward a degree

5. If a student on probation or reinstated on probation fails to meet all requirements of the probation

When further enrollment is withheld and if the student is not already on Reinstated on Probation, he or she has the privilege of appealing the action, in accordance with procedures established by the

committee on academic standing. The student will be required to explain in writing the particular reasons for the low academic performance and to present a compelling argument why continuing enrollment or readmission should be permitted. Each case will be carefully considered on its own merits. If the committee on academic standing approves the appeal, the student is reinstated on probation. If the committee denies the appeal, the student is prohibited from enrolling in the college normally for at least two full terms, and the status of further enrollment withheld continues in effect. During the last term of the required disenrollment period, the student may petition for reinstatement by presenting evidence that, during this period, he or she has taken steps to substantially improve his or her chances for academic success in the remainder of the program. If the committee approves this petition, the student is reinstated on probation.

Reinstated on Probation

Reinstated on probation is assigned following a student's successful appeal, or subsequent petition, of further enrollment withheld. Reinstated on probation is assigned for a period of one term only during which the student is required to:

1. Earn at least a 2.0 (undergraduate)/3.0 (graduate) GPA for the term, unless a higher GPA is prescribed by the committee on academic standing

2. Raise his or her cumulative GPA to a level prescribed by the committee on academic standing

3. Meet any other special conditions of the probationary reinstatement

If a student satisfies all requirements of the probationary reinstatement and has a cumulative GPA of at least 2.0 (undergraduate)/3.0 (graduate), he or she is again in good standing. If a student satisfies all conditions of the probationary reinstatement except that the cumulative GPA is still below 2.0 (undergraduate)/3.0 (graduate), he or she is on probation. If a student fails to satisfy the requirements of the probationary reinstatement, further enrollment is automatically withheld and further appeal for continuing enrollment is not permitted.

Plagiarism

Plagiarism is knowingly presenting another person's ideas, findings, images or written work as one's own by copying or reproducing without acknowledgement of the source. It is intellectual theft that violates basic academic standards. In order to uphold an equal evaluation for all work submitted, cases of plagiarism will be reviewed by the individual faculty member and/or the Program Chair. Punitive measures will range from failure of an assignment to expulsion from the University. Full academic policies are posted on each of the program websites.

IVG: STUDENT APPEALS

Student Appeal Procedure

It is the purpose of the appeal procedure to provide undergraduate and graduate students and faculty with a mechanism for review of student and faculty allegations about matters pertaining to student conduct, performance and status and/or faculty misconduct. The appeal procedure shall be available to

both student and faculty members of Taubman College for review of grievances of academic matters, including, but not limited to:

1. All aspects of the degree process involving grading, evaluation, or status

2. Unjustified denial of student access to data or misappropriation of student data

3. Professional misconduct toward students

4. Unfair, discriminatory, or intimidating treatment of students, including sexual intimidation and discrimination due to disability

5. Discipline or other action taken as a result of allegations or findings of student academic misconduct involving plagiarism, cheating, fabrication, falsification of records or official documents, intentional misuse of equipment or materials, and aiding and abetting the perpetration of such acts

Procedure For Appeals

STEP 1

The first step is discussion of the grievance by the student and the faculty member. It is anticipated that most disputes can be resolved without recourse to other steps.

STEP 2

If not satisfied with the outcome of this discussion, either party may request time to discuss the problem with the appropriate program chair who will informally attempt to mediate and resolve the dispute.

STEP 3

If Step 2 fails to satisfy either party, he or she may request time to discuss the problem with the dean of the college, who will informally attempt to mediate and resolve the dispute.