

## **Entrance Evaluation Guidelines & General Information**

### **Department of Architecture - The University of Memphis**

The Entrance Evaluation is required of all students wishing to major in Architecture and/or Interior Architecture at the University of Memphis. Applicants are accepted into Pre-Candidacy Review status on the basis of their potential for study in the field of Architecture and/or Interior Architecture. The Entrance Evaluation process must be successfully completed before enrolling in any courses in the Department of Architecture beyond ARCH 1120, Introduction to Architecture + Design.

The Entrance Evaluation consists of three parts bound in an 8.5"x11" portfolio format: the Information Form, the Essay, and the Representative Work. The portfolio must have your name and Department of Architecture Entrance Evaluation clearly visible on the cover. Include a key with numbers corresponding to numbers on the work, and a description of the objective of each work. Each part is described below.

#### **Identification Form**

Provide the following information on a single sheet of paper.

Full Name  
Address

Telephone Number  
UofM E-Mail

UofM U Number  
High School / College

#### **Essay**

Write an essay describing something that is well designed (for example a three-dimensional object or two-dimensional work) and explain why the design is effective. This essay must include one page of narrative using a standard font size and double-spaced formatting and one page of sketches clarifying or expanding upon the essay. Arial 10 or 11 point is an example of an acceptable font and size.

#### **Representative Work**

Submit one original drawing each of a bicycle, a stair, and fallen/falling leaves. Each of these must be on 8.5"x11" plain paper. Use any media. In addition to these, submit two additional pieces that demonstrate your best creative ability. Do not submit AutoCAD work. Examples of two-dimensional work including work larger than 8.5"x11" must be submitted as high-quality photocopies or scans. Three-dimensional work must be submitted in the form of high quality photographs.

#### **Due Date**

New students must submit the Entrance Evaluation before noon on the Friday two weeks before Fall Break. Students reapplying for acceptance must submit the Evaluation before noon on the same date. **Evaluations not submitted in accordance with these guidelines and dates will be rejected.**

#### **Submit your Entrance Evaluation to:**

Department of Architecture  
Jones Hall – Room 404  
The University of Memphis  
Memphis, TN 38152

**All Entrance Evaluation portfolios will be retained by the Department of Architecture.**

**Submit questions via e-mail to [architecture@memphis.edu](mailto:architecture@memphis.edu).**

NOTE: All new students are required to attend the Department of Architecture New Student Orientation. An additional essay and the Academic Characteristics Survey are required parts of Orientation. Additional information will be provided but you should be prepared to write an essay describing why you want to study Architecture and/or Interior Architecture at the University of Memphis. The essay must not exceed 500 words. Use a standard sans-serif font size and double-spaced formatting. Arial 10 or 11 point is an example of an acceptable font and size.