



---

## GENERAL REGULATIONS

### regarding the design activity

---

This Regulation details the provisions of the *General Regulation on the professional activity of UAUIM students*, with reference to the specifics of the design activity within the study programs offered by the UAUIM Faculty of Architecture.

Based on the provisions of the *General Regulation on the professional activity of UAUIM students*, the Dean's Office and the Directors of the departments have elaborated this document entitled **General Regulation on the design activity** related to the year and / or the study cycle, as the case may be.

The organization of the judging of the projects, the means of evaluation and grading of the architectural or specialized projects, are presented in detail in the **Jury Procedures (1, 2, 3, 4, 5a, 5b, 5c, 5d)**. These have been designed to ensure the following didactic objectives: maximum objectivity in creating rankings, transparency and dialogue.

The procedures concern the following projects:

General architectural projects:

- 
- **studio project** (short projects – **Jury Procedures 1**)
  - **academic year projects** (long projects – **Jury Procedures 2**)
  - **one-day projects** („sketch” – **Jury Procedures 3**)
  - **verification projects** (1st year – **Jury Procedures 4**)

#### Specialized projects:

---

These are the projects promoted by the Department of Urban and Territorial Planning and Development, the Department of Urban and Landscape Design, the Department of History & Theory of Architecture and Heritage Conservation, the Department of Technical Sciences, the Department of Interior Design and Design and the Department of Design and Environment.

- **Jury procedure 5a** - regarding the judging, evaluation and grading of specialized projects - the Department of Urban and Landscape Design and the Department of Urban and Territorial Planning and Development;
- **Jury procedure 5b** - regarding the judging, evaluation and grading of specialized projects - Department of Interior Design and Design and Department of Form and Environment Study;
- **Jury procedure 5c** - regarding the judging, evaluation and grading of specialized projects - Department of History & Theory of Architecture and Heritage Conservation;
- **Jury procedure 5d** - regarding the judging, evaluation and grading of specialized projects - Department of Technical Sciences.

These procedures are elaborated and transmitted by the Dean's Office, as the case, at the beginning of each academic year, to the Department Directors in order to inform the professors in the department and the students. Also, through the care of the departments, these General Regulations and the judging procedures will be made known by posting and/or publishing on the University website, as the case, at the beginning of each academic year.



## 1. Objectives and content of the design activity

---

The design activity represents the main formative activity in the field of "architecture" studies, having a weight of c. 50% of the total didactic activities; within the design activity, the synthesis and the exercise of the practical application of the competencies acquired in other disciplines are performed.

The objectives of the design activity must be understood as sets of professional competencies to be conferred to the future graduate in various stages of the learning process, aiming at the specific training objectives of the study programs offered by the Faculty of Architecture (combined undergraduate & master studies and undergraduate studies), established by the Dean's Office. In order to achieve these objectives, the teachers responsible for the activity in the design studios of the faculty carry out the following main actions:

- guide students during the projects;
- give lectures or project theory courses having a topic closely related to the ongoing project

(Theory of Architectural Design).

Within each study program, the design activity is organized in semester modules and years of study, with training purposes specific to the specialization; these formative finalities (at year and semester level) are established by the Directors of the design departments, under the coordination of the Dean's Office. The training objectives at the semester level (representing the objectives of the design activity during that semester), as well as the content of the activity (exercises proposed to achieve the objectives) are specified in the "architecture design studio" discipline sheet prepared for each semester by the Department Director (as holder of the discipline).

Within each semester module, several types of exercises can be proposed - architectural projects, integrated projects, specialized projects - meant to ensure the student's acquisition of the sets of competencies established as a training target for each semester and year of study. General and integrated architecture projects are coordinated by the design departments; the specialized projects are coordinated by the profile departments.

Architectural projects can be studio and academic year projects, long projects, short projects and one-day projects (sketch). Also, during the first year, the design activity includes verification projects scheduled during the evaluation sessions at the end of the semesters.

In the case of architectural projects, for each exercise (project) separately, the specific objectives and the content of the related activity will be established by the project theme, at the proposal of the theme manager appointed by the coordinating Department Director and with the approval of the Department Director, the project being consistent with the training objectives of the semester. In the case of integrated projects, the specific objectives and the content of the related activity will be established by the theme prepared jointly by the theme authors appointed by the Directors of the departments involved and approved by consensus by the Directors of the respective departments. In the case of specialized projects, the specific objectives and the content of the related activity, established by the "discipline sheet", will be detailed by the project theme prepared by its author, with the approval of the Director of the profile department.

Appropriations are allocated for each of the scheduled projects. The allocation of the number of credits will take into account, exclusively, the amount of workload that the average student requires for the respective activity, related to the total amount of work necessary to promote a whole year of study. The student's workload includes contact hours (ie hours of physical attendance at studio activities), as well as individual study hours (documentation, actual project work, writing, drafting



models, preparing to defend the project etc.), necessary to achieve the formative objectives specific to the project; usually one credit corresponds to 25-30 hours of average student work, and 60 credits is the normal amount of work in an academic year.

**The Directors of the design departments have the obligation to draw up, until October 1st of each academic year, under the coordination of the Dean's Office, the "Schedule for the design activities" illustrating the planned exercises (projects) in relation to the training objectives set for each year of study and each semester in part, their succession over time and the number of credits allocated to each activity.** The "schedule", which includes design activities of various specialties, will be prepared in teams, together with the Directors of the relevant departments involved. The "Schedule for the design activities" will be correlated with the ongoing examinations related to the theoretical disciplines, by consensus between the Directors of the design departments and the other departments involved. At the beginning of the academic year, the "Schedule for design activities", including the scheduling of examinations for theoretical subjects, is made public by posting on the University website and/or in the brochure printed annually (Student's Guide). Any changes in the conduct of activities will be made only in duly justified cases and only with the consent of the students.

## **2. Students participation in the design activity and project delivery & defence**

---

The continuity of the learning activity is an absolutely necessary condition in this essential field of training the future architect. As such, **the student has the obligation to continuously attend all the didactic activities organized within the design studios (crits, lectures, debates, panel presentations etc.)** and to pay due attention to the complementary individual training.

**Attendance at the design studio activities is mandatory. The condition for accepting the project delivery and project judging & defence is that the student attended personal crits in at least 50% of the total number of studio sessions allocated to the respective project and at least one pin-up crit.**

This provision was established in direct connection with the evaluation of the student's activity during the semester and is brought to the students' attention through the academic discipline sheets published on the University website ([www.uauim.ro](http://www.uauim.ro)), through the detailed regulations of the design departments, communicated at the beginning of each academic year, through the project briefings and through the verbal information of the students at the beginning of the studio activity.

The project tutors (respectively the Directors of the departments or the heads of studios, as the case may be) have the obligation to ensure the compliance with the conditions communicated at the beginning of the activity; any changes are made only in justified situations and only with the consent of the students.

**The non-compliance by the student with the provisions regarding the presence and the mandatory minimum conditions for attending the crits is sanctioned with the non-acceptance of the project delivery and implies a complete redo of the project in the following academic year.**

**The projects delivery is done in the place and within the announced time frame. Exceeding the deadline is not allowed, nor is the subsequent delivery of additional project layouts.**



In justified cases, absences may be motivated based both on supporting documents and the individual request of the student, addressed to the Dean, request previously approved by the Director of the department and the studio tutor. Absences are motivated by medical cases (justified by certificates endorsed by the Medical Office of the University and **presented within a maximum of 7 working days**<sup>1</sup> from the end of the exemption period) and other exceptional situations. The student who was motivated absent may be approved to recover the activities as far as possible (depending on the length of the period of absence and the characteristics of the activity during the period of absence). For a student who has participated in more than 50% of the studio activity but, for justified reasons, cannot submit the completed work on time, the project evaluation may be approved without the project defence, at the stage in which the project was at the time of interruption, with the condition of respecting the delivery time-frame.

### 3. Project delivery

---

- all architectural projects, verification projects and one-day projects („sketches”) or specialized projects are delivered at the place and in the time interval established by the Department;
- projects, drawings or any other project parts brought after the delivery time are not accepted;
- the projects and the delivery lists with signatures are to be submitted to the Department immediately after the end of the delivery interval; the stamp of the Department will be applied on all layouts;
- projects not delivered on time will not be graded and will be recorded as absence;
- for projects not delivered but motivated by medical exemption for a period of less than 50% of the time allocated to the respective project, the personal crits folders will be graded, also in the jury of the Department (see also point 2);
- Dissertations, Pre-diploma and Diploma projects are to be delivered at the place and time established by the Dean's Office.

Other details related to the projects delivery are presented in the *Jury Procedures (1, 2, 3, 4, 5a, 5b, 5c, 5d)*.

### 4. Evaluation and year promotion

---

The evaluation of the students' projects is done for the entire period referring to the design activity, throughout the semester, within the design studio. The criteria for evaluating the students' projects are specified in the files of the disciplines “Architectural design”, respectively in the files of “Specialized projects”, published on the UAUIM website and constantly updated by the head of discipline. The final evaluation of the projects is done by the judging commissions established at the level of each Department.

The organization of the judging of the projects, the way of evaluation and grading of the architectural or specialized projects, are presented in detail in the *Jury Procedures* elaborated and sent by the Dean's Office to the Department Directors in order to inform the professors of the department and the students.

These Regulations together with the project judging procedures will be made known at the beginning of the academic year, by posting and/or publishing on the University website, as well as by

---

<sup>1</sup> Note: "working day" means in this document a working day during periods of classes and sessions, not holidays and/or weekends



verbal information at the first studio meeting. Compliance is mandatory; any changes are made only in duly justified cases and only with the consent of the Dean's Office and in consultation with students' representatives.

For each delivered project, grades are awarded (corresponding to the level of performance achieved by the student in mastering the training objectives of the discipline) and credits (which reflect the weight of the discipline in the amount of work required of an average student to promote the entire year of study). Credits are awarded only after obtaining the minimum promotion grade.

The final evaluation of the projects is done by the commissions (juries) in accordance with the procedures provided in the *Jury Procedures*. Thus, the members of the commission give grades between 1 and 10, whole values or with a decimal. The final grade is the average, with two decimals without rounding, of the grades awarded by the members of the committee/jury.

**From the overall final grade, 10% represents the grade referring to the Project Theory evaluations regarding lectures and activity.**

The minimum project promotion grade is 5.00. Failure to comply with some project theme requirements is penalized by the jury with a number of points decided by it, points that will be deducted from the average obtained after judging.

**The verification projects** planned for the 1st year can be scheduled in two consecutive evaluation sessions; the minimum promotion grade is 5.00.

**For one-day projects („sketches”)**, the promotion is conditioned by obtaining a minimum grade of 5.00 for at least one of the three „sketches” scheduled during one semester. The elaboration, handing over and grading of the arrear sketch are conditioned by the registration, the payment of the arrear credits and the presentation of the proof of payment to the secretariat of the department until the specified deadlines.

The results of the evaluations (project grading) are communicated to the students by the holder of the discipline as soon as possible and without exceeding 10 working days<sup>2</sup> from the delivery of the project; the results are displayed on the notice board of the department, in compliance with the internal procedures regarding the protection of personal data and in accordance with the legal provisions.

Students have the obligation to report to the discipline holders any procedural defects **in max. 3 working days from the date of publication of the results**; any further reports will not be considered.

**The grades awarded by the jury can only be contested in terms of possible procedural defects or errors in registration / calculation.**

The catalogues with the grades obtained by the students following the project judging are signed by the members of the examination committee, after which will be submitted by the secretaries of the commissions to the secretaries of the departments as soon as possible, taking into account the above-mentioned deadlines, including those stipulated in the *Regulations for solving the litigations*. The professors, the secretaries of the judging commissions, the secretaries of the department are all responsible for the timely delivery of the grades to the person in charge of the *Academica* per Faculty

---

<sup>2</sup> Note: "working day" means in this document a working day during periods of classes and sessions, not holidays and/or weekends



program (the deadlines are established in the provisions of the Procedure for managing the grades in the *Academica* system).

**Failure to promote a project implies the resumption of the activity in the following academic year, during the period, in which the respective project is scheduled, for a fee.** In such cases, the student must register with the Department to which the project belongs, at the beginning of the semester in which it is planned, by filling in a standard form (which can be downloaded from [www.uauim.ro](http://www.uauim.ro)), in accordance with the provisions of *UAUIM regulations on attending disciplines outside the curriculum of the current year of study*. The obtained grade will not be recognized if the deadline for registration and payment of arrear credits or the deadline for submitting the registration for discipline redo have not been met.

**The maximum number of arrear credits for the design activity (respectively all the disciplines in the curriculum whose classes / teaching activities are identified with "P" - project) with which the student can enroll in a higher year is 7 credits (the 7 credits do not include credits related to the Verification Project and the One-day Project – „sketch”);**  
**All students enrolled in a year of study are subject to the promotion rule of the respective year of study, corresponding to the academic year in which they are enrolled.**

**Exceptionally, the redo of the Study of Substantiation of the Pre-diploma is organized in a special session scheduled before the defence of the Diploma Projects - the summer session.**

The Directors of the departments, the heads of the studios and the tutors of the specialized projects have the obligation to make known to the students this *Regulation* and the *Jury Procedures*.