



# WAETURE HŌTAKA | PROGRAMME REGULATIONS

## *Bachelor of Architectural Studies (BAS)*

To be read in conjunction with Unitec's Academic Statute and associated Policies and Procedures and other relevant Policies.

These programme regulations apply to the Bachelor of Architectural Studies [CA2357] (Level 7, 360 credits)

These regulations come into effect from **Semester 1, 2019**.

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## 1. Ngā Ture Hei Whakaurunga | Admission Requirements

To be eligible for admission to this programme, all applicants must meet two admission requirements:

- Requirements for either general admission, special admission, or discretionary admission
- English language requirements

### 1.1 Whakaurunga Whānui | General Admission

To be admitted to this programme all applicants must be at least 16 years of age on the date of the programme's commencement for the semester in which they wish to enrol (or provide a completed Early Release Exemption form), and meet the following requirements:

A minimum of 42 credits at NCEA Level 3 or higher on the National Qualifications Framework, with 14 credits at Level 3 or higher in each of two subjects, with a further 14 credits at Level 3 or higher taken from no more than two additional domains on the National Qualifications Framework or plus a minimum of 14 credits at Level 1 or higher in Mathematics or Pangarau on the National Qualifications Framework, plus a minimum of 8 credits at Level 2 or higher in English or Te Reo Maori; a minimum of 4 credits must be in Reading and a minimum of 4 credits must be in Writing;

**Or**

At least 3 'C' passes in the New Zealand University Bursaries Examinations;

**Or**

Successful completion of an approved qualification at Level 4 or above including National Diploma in Architectural Technology, New Zealand Diploma in Architectural Technology or qualifications in Interior or Spatial Design where appropriate.

**Or**

Equivalent.

## **1.2 Whakaurunga Motuhake | Special Admission**

Applicants must have:

- a. attained the age of 20 years on or before the first day of the semester in which study for the programme is to commence; and
- b. provided sufficient evidence of aptitude or appropriate work or other life experience that would indicate a successful outcome in the qualification.

## **1.3 Whakaurunga Kōwhiringa | Discretionary Admission**

In exceptional cases an applicant who does not meet the general admission requirements and who has not reached the age of 20 on or before the first day of the semester in which study for the Certificate is to commence may apply for discretionary admission if they have a minimum total of 72 NCEA credits in their best of four subjects, including English, at Level 2, or equivalent.

In assessing whether to grant discretionary admission in exceptional cases, the primary focus will be on the applicant's level of preparedness for study at the required level.

## **1.4 Whakaurunga Reo Pākehā | English Language Admission Requirements**

Applicants must have achieved a minimum standard of English as demonstrated by a minimum of 8 credits at NCEA Level 2 in English (4 in Reading, 4 in Writing).

International applicants must also meet the English Language Entry Requirements stated in Unitec's Admission Requirements Procedure.

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## **2. Paearu Kōwhiri Tukanga | Selection Criteria & Process**

### **2.1 Paearu Kōwhiri | Selection Criteria**

When the number of eligible applicants for admission exceeds the number of places available, the following selection criteria will be applied:

- Previous academic and/or occupational history;
- Communication skills;
- Motivation to complete the programme;
- General aptitude.

Applicants who meet the maximum number of listed criteria will be the preferred candidates

### **2.2 Tukanga Kōwhiri | Selection Process**

Selection will be made by Unitec staff members with the delegated authority to offer places to applicants. These staff members will select students on the basis of written information supplied on the enrolment form. At the discretion of the delegated staff members, an interview (face-to-face or electronic) may be required. A list of delegations for offering places will be noted annually by the Programme Academic Quality Committee responsible for the programme.

### 3. Ngā Ture Hei Whakawhiwhi Tohu Mātauranga | Requirements for the Award of the Qualification

#### 3.1 Whakaemi Tūtukitanga | Credit Accumulation

##### 3.1.1 Bachelor of Architectural Studies (BAS)

To be awarded the Bachelor of Architectural Studies, a student must successfully complete a minimum of 360 credits in the pattern set out in Table 1 from the courses set out in Table 2.

**Table 1: Credit Requirements for Bachelor of Architectural Studies**

Level	Compulsory Credits	Elective Credits	Total Credits
5	105		105
6	150		150
7	75		75
5, 6 or 7		30	30
			<b>360</b>

**Table 2: Course Details – Compulsory and Elective Courses for Bachelor of Architectural Studies**

Compulsory courses are shown in **bold** and Elective courses in *italics*.

Course No	Course Name	Credits	Pre-requisites	Restrictions
<b>Level 5</b>				
ARCH5011	<b>Architecture &amp; Context</b>	15		
ARCH5112	<b>Design Studio 1</b>	45		ARCH 5111
ARCH5213	<b>Architectural Representation 1</b>	15		ARCH 5211
ARCH5214	<b>Design Communication</b>	15		
ARCH5311	<b>Critical Studies 1</b>	15		
ARCH5121	<b>Design Studio 1A</b>	15		
ARCH5122	<b>Design Studio 1B</b>	15	ARCH5121	
<b>Level 6</b>				
ARCH6112	<b>Design Studio 2</b>	45	ARCH 5111 or ARCH 5112	ARCH 6111
ARCH6113	<b>Technical Studio</b>	15	ARCH6411	ARCH7112
ARCH6213	<b>Architectural Representation 2</b>	15		ARCH 6211
ARCH6311	<b>Critical Studies 2</b>	15	ARCH 5311	
ARCH6312	<b>Critical Studies 3</b>	15	ARCH 6311	
ARCH6411	<b>Architectural Technology 1</b>	15		
ARCH6412	<b>Architectural Technology 2</b>	15	ARCH 6411	
ARCH6413	<b>Architectural Technology 3</b>	15	ARCH 6411	
ARCH6121	<b>Design Studio 2A</b>	15	ARCH5111	

ARCH6122	Design Studio 2B	15	ARCH6121	
ARCH6123	<i>Design Studio 2B</i>	30	ARCH 6121	
ARCH6611	<i>Negotiated Study 6611</i>	15		
ARCH6612	<i>Architectural Drafting</i>	15		
ARCH6613	<i>NZ Architecture</i>	15		
ARCH6614	<i>Contemporary NZ Architects</i>	15		
ARCH6615	<i>Brazilian Modernism</i>	15		
ARCH6616	<i>Autodesk Revit®: Fundamentals and Application</i>	15		
ARCH6617	<i>Life Drawing</i>	15		
ARCH6618	<i>Design Process</i>	15		
ARCH6619	<i>Sense of Place</i>	15		
ARCH6620	<i>Special Topic 1</i>	15		
ARCH6621	<i>Special Topic 2</i>	15		
ARCH6622	<i>Sustainable Communities</i>	15		
ARCH6623	<i>Essentials of Energy Efficient Housing Design</i>	15		ARCH 6620
ARCH6624	<i>Pacific Island Architecture 1</i>	15		
ARCH6625	<i>Pacific Island Architecture 2</i>	15		
ARCH6626	<i>Special Topic 5</i>	15		
ARCH6627	<i>Special Topic 6</i>	15		
ARCH6628	<i>Architectural Photography – Mediating Architecture through the Lens of a Camera</i>	15		
ARCH6629	<i>Analytical Drawing</i>	15		
ARCH6630	<i>Architectural Model Making</i>	15		
<b>Level 7</b>				
<b>ARCH7111</b>	<b>Design Studio 3</b>	<b>30</b>	<b>ARCH 6111 or ARCH 6112</b>	
<b>ARCH7311</b>	<b>Critical Studies 4</b>	<b>15</b>	<b>ARCH 6311</b>	<b>ARCH 6313</b>
<b>ARCH7411</b>	<b>Architectural Technology 4</b>	<b>15</b>	<b>ARCH 6412</b>	
<b>ARCH7511</b>	<b>Professional Studies</b>	<b>15</b>		
ARCH7121	Design Studio 3A	15	ARCH6111 or ARCH6112	
ARCH7122	Design Studio 3B	15	ARCH7121	
ARCH7611	<i>Negotiated Study 7611</i>	15		

ARCH7612	<i>iArch[tech]ture</i>	15	ARCH 6212 or ARCH 6112	
ARCH7613	<i>Animation using Film Techniques</i>	15	ARCH 6212 or ARCH 6112	
ARCH 7614	<i>Revit: Beauty + the BIM</i>	15	ARCH 6212 or ARCH 6112	
ARCH7615	<i>Traditional Architectural Rendering</i>	15	ARCH 6212	
ARCH7616	<i>Urban Cultures</i>	15	ARCH 6313	
ARCH 7617	<i>Urban Housing_H1</i>	15	ARCH 6111 or ARCH 6112	
ARCH 7618	<i>Site Analysis &amp; Design</i>	15	ARCH 6111	
ARCH 7619	<i>Climate Responsive Architecture</i>	15	ARCH 7411	
ARCH 7620	<i>High Performance Cladding</i>	15	ARCH 7411	
ARCH 7621	<i>Digital Fabrication</i>	15	ARCH 6412	
ARCH 7622	<i>Japanese Architecture</i>	15		
ARCH 7624	<i>Special Topic 3</i>	15		
ARCH 7625	<i>Special Topic 4</i>	15		
ARCH 7626	<i>New Zealand Architectural History</i>	15	ARCH 5311 and ARCH 6311	ARCH 6613
ARCH 7627	<i>Generative Design</i>	15	ARCH 6212 or ARCH 6112	
ARCH 7628	<i>Drawing Architecture, Landscape and the Human Form</i>	15	ARCH 6212 or ARCH 6112	
ARCH 7630	<i>Design Elective</i>	15	ARCH6111 or ARCH6112	
ARCH 7631	<i>Negotiated Study – Professional Studies</i>	15		
ARCH 7632	<i>Negotiated Study – Light Timber Frame Construction</i>	15		
ARCH 7633	<i>Negotiated Study – Seismic Design</i>	15		
ARCH 7634	<i>Negotiated Study – New Zealand Architectural Theory and Culture</i>	15		

The student may include courses from other programmes at Unitec in their elective mix, subject to approval by the relevant Academic Authority.

### 3.2 Mahi Waehanga Pāhekoheko | Integrated and Work-based components

All students must comply with the Work Based Learning: Internship/Industry Placement requirements for specific courses, as defined in the Student Handbook.

### 3.3 Mahi Akoranga I A Wāhanga | Course Load per Semester

The normal full-time course load is 60 credits per semester, or 75 credits with the approval of the relevant academic authority.

### 3.4 Whakaurunga Takiwā | Enrolment/Registration periods

- a. The normal enrolment period is three years (full-time study) or six years (part-time study).
- b. Students who are prevented by ill health, or other cause, from completing the programme requirements within the maximum period of enrolment, the relevant academic authority may approve suspension of enrolment for up to a maximum of one semester.
- c. The maximum period to complete this qualification, with the approval of the relevant academic authority is 10 years.

### 3.5 Hōtaka Whakarerekē O Ngā Āhuatanga Ako | Modified Programmes of Study

Students who are eligible for credit recognition into studio at a particular level, but do not qualify to be granted the full 30 credits of studio at that level, may be granted 15 credits of studio work. In this instance, two 15 credit studios are required in place of the 30 credit studio at the same level, as outlined below.

Level	Course No.	Course Name	Credits	Pre-requisites
<b>Level 5</b>				
5	ARCH 5111	Design Studio 1	30	
Replaced by:				
5	ARCH 5121	Design Studio 1A	15	
5	ARCH 5122	Design Studio 1B	15	ARCH 5121
<b>Level 6</b>				
6	ARCH 6111	Design Studio 2	30	ARCH 5111
Replaced by:				
6	ARCH 6121	Design Studio 2A	15	ARCH 5111
6	ARCH 6122	Design Studio 2B	15	ARCH 6121
<b>Level 7</b>				
7	ARCH 7111	Design Studio 3	30	ARCH 6111 or ARCH 6112
Replaced by:				
7	ARCH 7121	Design Studio 3A	15	ARCH 6111
7	ARCH 7122	Design Studio 3B	15	ARCH 7121

### 3.6 Whakawhiwhinga Puta | Exit or Milestone Awards

There are no exit or milestone awards available in this Programme

### 3.7 Ērā atu Whakawhiwhinga | Senior Scholar Award

To be eligible for consideration to receive a Senior Scholar Award a student:

- a. must have achieved a cumulative Grade Point Average (GPA) of 8.0 (there is no rounding) or better across all degree courses for which s/he has been assessed in the programme; and
- b. must have achieved at least 2/3 of the total credits for the degree through enrolment in Unitec courses (i.e. have achieved no more than 1/3 of the credits by cross credits from another institution or by the assessment of prior learning).

## 4. Tūtukitanga Whakamihi | Credit Recognition

#### **4.1 Whakawhiti Tūtukitanga | Cross Credit**

- a. Credits will not be awarded for successful study that took place more than 5 years prior to the date of first enrolment in the programme.
- b. A student may be awarded credits or exemptions in recognition of successful equivalent study, at the same or a higher level in the context of another programme.
- c. The credit recognition may be:
  - i. specified, where there is direct equivalence of the learning outcomes of a completed course and a course in the programme; or
  - ii. unspecified, where the previous study has taken place in a programme with a similar philosophy but there is no exact match in the programme's courses.

#### **4.2 Aromatawai Tōmua | Assessment of Prior Learning (APL)**

Assessment of Prior Learning is available for all courses in this programme. APL decisions will be made on a case-by-case basis under the Unitec Assessment of Prior Learning Procedure.

#### **4.3 Ngā whakawhitinga | Credit Transfer**

There are no further credit transfer options available for this programme

#### **4.4 Ākonga Whakawhiti | Student Exchange**

The Outbound Exchange programme (known as the Unijet Student Exchange Programme) provides opportunity for Unitec students to study for one or two semesters at an internationally recognised partner institution.

Study at the international partner institution is planned as part of the Unitec academic programme of study and upon successful completion of study overseas, cross credits are applied to the Unitec student's academic record upon their return to New Zealand.

- a. All applications to undertake student exchange will be approved by the relevant academic authority prior to commencement, on a case by case basis and their decision shall be final.
- b. Students must achieve at least a B Grade average for all of their course work across their study to be considered for student exchange options.
- c. In deciding whether or not to grant approval, factors such as the level and equivalence of course work and learning with the individual students study plan offered by the proposed host institution; the educative experience of study in an overseas setting; and the impact of missing core course work on the students programme of study may be considered.

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## **5. Waeture Aromatawai | Assessment Regulations**

Assessment regulations comply with Unitec's Assessment and Grading Procedures and Regulations.

### **5.1 Paparahi Aromatawai | Assessment basis**

Assessment in this programme is achievement based using an 11 point scale.

Students must generally obtain at least 50% overall score in any achievement based course in order to pass that course. In order to achieve a passing grade for a course in which there is a final examination, all students must achieve at least 40% in the final examination for that course.

## 5.2 Ākoranga Taumata | Course grades

Course grades will be determined by the mathematical aggregation of weighted assessment marks and reported according to the following scales. Students must obtain at least 50% overall score in order to pass achievement based assessment.

**Table 3a: Achievement based (11-point) assessment system**

Grade	Meaning	Result	Percentage
A+	Distinction	Credits Earned	90 – 100
A	Distinction	Credits Earned	85 – 89
A-	Distinction	Credits Earned	80 – 84
B+	Merit	Credits Earned	75 – 79
B	Merit	Credits Earned	70 – 74
B-	Merit	Credits Earned	65 – 69
C+	Pass	Credits Earned	60 – 64
C	Pass	Credits Earned	55 – 59
C-	Pass	Credits Earned	50 – 54
D	Fail	No Credits Earned	40 – 49
E	Fail	No Credits Earned	0 – 39

## 5.3 Paearu Taumata | Grade criteria

Students may be awarded one of the following grades for a course as per the criteria described in Table 4:

**Table 4: Grade Criteria**

Grade	Meaning	Criteria
CR	Credit Recognition	The student has applied for and been awarded a credit recognition from another qualification
CTG	Continuing	The Course runs for more than one semester and the final Summative Assessment has not yet occurred. No Credits earned
DEF	Deferred	The student has approval to complete a Course Assessment beyond the schedule date. Unless an exception has been approved, any Deferred Grade remaining on a student's record beyond a duration equal to that of the original course will be changed to the grade to which the Student would otherwise be entitled. No Credits earned.
DNC	Did not Complete	The grade DNC (Did Not Complete) is recorded if a student has either withdrawn after 75% of the scheduled Course duration; or not attempted a compulsory item of Assessment within a Course. No Credits earned.
ES	Student Exchange	The Student has completed an approved inter-institutional exchange and it is not appropriate for another grade to be awarded. No Credits earned.
NGA	No Grade Associated	Course Assessment and reporting of results is carried out by an external agency. No Credits earned
R	Restricted Pass	The student has been awarded a restricted pass subject to Relevant clause in this schedule. Credits earned.
W	Withdrawn	The student withdraws from a Course after 10% of the scheduled Course duration and up to, or at, the date at which 75% of the scheduled Course has passed. No credits earned.



#	Estimated Grade	If any portion of Summative Assessment has been estimated, the final grade will be an estimated grade, and annotated “#” on the Student’s Academic Record.
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## 5.4 Aromatawai Mahinga | Assessment Procedures

### 5.4.1 Aromatawai I Roto I Te Reo | Assessment in Te Reo

All students have the right to submit any summative assessment task in Te reo Māori. The process for submission of summative assessment work in Te reo Māori is detailed in the Student Handbook.

Assessment in Te Reo Māori is governed by the Assessment in Te Reo Māori procedure.

### 5.4.2 Tāpaetanga Tōmuri | Submission and late submission of work

- a. The due dates for all summative assessment work will be notified at the commencement of each course.
- b. Any assessment that is submitted late (and does not have a prior approved extension) will be penalised by a deduction of 10% per day of the student’s assignment mark, up to five (5) days, inclusive of weekends.
- c. Applications for extensions must be made by application to the relevant academic authority in advance of the due date of the assignment.
- d. Any extension will be carried out within a specified time period as agreed with the relevant academic authority and no further extensions will be granted.
- e. No assignments will be accepted five (5) days (inclusive of weekends) after the due date. If the assessment is not compulsory, the student will receive a ‘zero’ grade for that assignment. If the assignment is compulsory, then the student will receive a DNC grade for the entire course.

### 5.4.3 Whakamātautau Anō | Resubmission or Reassessment

A student may apply to undertake a resubmission/reassessment for a narrowly failed course in which there is only one summative assessment within 5 days of receiving their marked assessment under the following conditions:

- a. There is only one summative assessment in the course.
- b. Resubmission/Reassessment is not available for any controlled assessments (i.e. tests, and examinations).
- c. All resubmissions/reassessments will be carried out within a specified time period as agreed with the relevant academic authority.
- d. In all cases for resubmission, the original marked assignment will accompany resubmitted assignments. If resubmitted work is not accompanied by the original marked assignment, the resubmitted work will not be marked and the original grade will stand.
- e. The maximum grade for any resubmission/reassessment of an assessment is the lowest pass grade.
- f. Assignments that are handed in late are not eligible for resubmission or reassessment.

### 5.4.4 Āhuatanga Aromatawai Motuhake | Special Assessment Circumstances

Any student whose performance in a summative assessment is affected by factors beyond their control may apply for Special Assessment Circumstances under the following conditions:

- a. The student was unable to complete the summative assessment item; *or*
- b. The students' ability to complete the summative assessment (preparation/performance) was impaired; *or*
- c. The student needs to request extra time to complete the summative assessment (see 5.4.2 above).

#### **5.4.5 Pāhi Rāhui | Restricted passes**

A restricted pass may be awarded in a course which was narrowly failed and where there is ample evidence that marginal failure is compensated by good overall performance.

- a. A restricted pass is awarded at the discretion of the relevant academic authority and may not be applied for directly by a student. The relevant academic authority may, at their discretion, use a restricted pass to:
  - set conditions for future performance in other courses.
  - prevent a student from using a restricted pass to meet the prerequisite requirements of another course.
- b. A student may decline the award of a restricted pass by notifying the relevant academic authority in writing not later than 20 working days from notification of the results.

#### **5.4.6 Tuaruatanga | Repeating Courses**

Students may enrol and repeat courses that they have failed, up to 2 times. Permission to enrol for a third time is governed by 5.4.7 below.

Students who are repeating a course would normally be required to submit all assessment items. In some cases, with the prior approval of the relevant academic authority, students may not be required to repeat an equivalent assessment item that they had previously passed (excluding exam marks and Design Studio projects). This should be negotiated within the first two weeks of the commencement of the course and will be limited to assignments done in the previous academic year, and where passing grades for the assignment are B- or higher.

#### **5.4.7 Whakakorenga | Exclusions**

No student will be allowed to enrol in any course more than twice unless there are exceptional circumstances approved by the relevant academic authority.

- a. Any Student who, over the last four semesters of his or her studies at Unitec and any relevant study at another institution, has not achieved a Pass Grade in Courses equivalent to one half or more of the Credits in which he or she has been enrolled over that period, may be excluded by the relevant Academic Authority from enrolment in assessed Courses in any Programme, and may not be permitted to re-enrol in any Programme without the prior written permission of the relevant Academic Authority.
- b. A Student who has not achieved a Pass Grade in the same Course on two occasions shall not be enrolled again for that Course except with the permission of the relevant Academic Authority.
- c. The relevant Academic Authority will advise the Student in writing of their decision, and the reasons for such decision, and any orders made.

- a. A student may re-enrol in a course that she/he has successfully completed in order to achieve a higher grade.

## **5.5 Examination Regulations**

All examinations in this programme are governed by the Unitec Examinations Regulations;

## **5.6 Tono Pira | Appeals**

Students may appeal the decisions made under these regulations in accordance with the Student Appeal Procedure.

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# **6. Āhuatanga Tauwhirowhiro Ritenga | Transitional Arrangements**

## **6.1 Āhuatanga Tauwhirowhiro Ritenga | Transitional Arrangements**

Transitional arrangements for those students who were admitted into the Bachelor of Architecture Programme in 2007 and then subsequently transferred to the BAS programme, and students from prior to 2007 who wished to transfer from the old BArch to the BAS have now expired. The BArch was formally withdrawn 31/12/2016.

## **6.2 Hōtaka Whakarerekē O Ngā Āhuatanga Ako | Modified Programmes of Study**

There are no modified programmes of study in this programme.

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# **7. Whakaritenga Whānui | General Provisions**

## **7.1 Whakamāramatanga ā-kaupapa | Definition of Terms**

In these regulations, unless the context otherwise requires, the following definitions shall apply:

- 'Affected' means influenced in some way. For time-constrained items such as tests, Examinations, and presentations this may include the inability to attend any or all of the Assessment events, or diminished performance. For other items it may be the inability to meet deadlines, or diminished performance within deadlines.
- 'Factors beyond the control of the Student' means any circumstance or situation, which the Student could not have reasonably prevented, including, but not limited to, sickness or injury to the Student, or bereavement.
- 'Relevant academic authority' refers to an individual or role holder, or in some cases a committee, who have been delegated the authority to make a decision within a specific circumstance. A schedule of the various relevant academic authority delegations are maintained by the Programme Academic Quality Committee responsible for the Programme.

## **7.2 Ētahi Atu Whakaritenga | Other provisions not covered elsewhere**

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# **8. Kupu Āpiti | Schedules or Appendices**