

University of Hawai'i at Mānoa  
SCHOOL OF ARCHITECTURE  
**Doctor of Architecture (DArch) Program**  
**Supplemental Information for Admission**

Name (Mr. / Ms. / Mrs.) *(please print)* \_\_\_\_\_

Address *(current)* \_\_\_\_\_

Telephone \_\_\_\_\_ email \_\_\_\_\_

Application being submitted for: DArch \_\_\_\_\_

UH System Application form being submitted for entry in: Fall 20\_\_\_\_\_ Spring 20\_\_\_\_\_

- Students holding a four-year baccalaureate degree or higher in a field unrelated to architecture enter the 108 credit professional DArch program and should apply for entry in a spring semester.
- Applicants holding a four-year pre-professional baccalaureate degree (e.g., BS architecture studies, BA architecture studies, BA environmental design) enter the 90 credit professional DArch program and should apply for entry in a fall semester.
- Graduate students currently enrolled at the University of Hawai'i at Mānoa who wish to make a change in program, will be in competition with all new applicants and must submit an application for admission following the same procedure for prospective students and check the "change in program" box on the UHM System Application form.

**SUPPLEMENTAL DOCUMENTS:**

1. **Statement of Interest:** An essay of approximately 500 words explaining your reasons for wishing to study at the University of Hawai'i at Mānoa School of Architecture. Include a summary of your primary educational and professional accomplishments, along with any volunteer and community service. Digital submission should be in PDF format using UHM file drop service. *(see Submission Procedure below)*
2. **Resume:** A listing of educational background, professional experience or internships, and awards/honors. Other relevant experiences or skills as may be appropriate.
3. **Portfolio:** 8.5" x 11" is preferred size; not to exceed 11"x14"  
Your portfolio should include samples of creative and professional work, such as art or craft work, construction work, graphic design, computer aided design, poetry, photography, examples of architecture or related disciplines that exhibit graphic or written creativity, or any other creative work.

Portfolio submission must be in PDF format as ONE multiple-page PDF document at 300 dpi, not to exceed 20 MB in file size and should be submitted using UHM file drop service. *(see Submission Procedure below)*.

4. **Letters of Recommendation:** Include three letters of recommendation endorsing your potential to succeed in a rigorous professional architecture program. Please be sure to have the recommender clearly identify you as the student for whom the letter is being written. We recommend that at least two of the three letters of recommendation be written by former undergraduate program faculty members.

If sending hardcopy letter, envelope should be sealed by the author and signed across the sealed opening.

Letters of recommendation may be emailed from the recommender directly to DArch@hawaii.edu. Letters emailed via applicant will not be considered.

#### SUBMISSION PROCEDURE

Digital submission of the completed Supplemental Information for Admission form, statement of interest and portfolio should be done using the University's file drop service at [www.hawaii.edu/filedrop/](http://www.hawaii.edu/filedrop/).

- Enter your name and email address. Email will be sent to you containing instructions that will enable you to use the system to upload files.
- Email documents to DArch@hawaii.edu.

Hardcopy submittals of recommendation letters should be mailed to:

University of Hawai'i at Mānoa School of Architecture  
Admissions Committee  
2410 Campus Road, Room 202  
Honolulu, Hawaii 96822-2216

Supplemental documents become the property of the School of Architecture.

#### APPLICANT'S CERTIFICATION

*I certify that the information provided on this form and the supporting required supplemental documents are true to the best of my knowledge.*

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*signature*

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*date*