

Daniels

2012-2013 APPLYING TO DANIELS' MASTER OF URBAN DESIGN PROGRAM

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The University of Toronto respects your privacy. Personal information that you provide to the University is collected pursuant to section 2(14) of the University of Toronto Act, 1971. It is collected for the purpose of administering admissions, registration, academic programs, university-related student activities, activities of student societies, financial assistance and awards, graduation and university advancement, and for the purpose of statistical reporting to government agencies. At all times it will be protected in accordance with the Freedom of Information and Protection of Privacy Act. If you have questions, please refer to www.utoronto.ca/privacy or contact the University Freedom of Information and Protection of Privacy Coordinator at 416-946-7303, McMurrich Building, Room 201, 12 Queen's Park, Crescent West, Toronto, ON, M5S 1A8.

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ADMISSION REQUIREMENTS

Listed below are the minimum admission requirements set by the School of Graduate Studies (SGS) and the John H. Daniels Faculty of Architecture, Landscape, and Design (Daniels).

IMPORTANT: Please read through this entire list of requirements before advancing to the application procedure document below. Also note that there is a required non-refundable application fee of CAN \$110 and a required and non-refundable portfolio review fee of CAN \$120.

Please note that the School of Graduate Studies admissions application is an online application.

All application material must be received before 3PM on January 16, 2012.

1. The Master of Urban Design degree is a two-year post professional program open to those with a professional degree in architecture (BArch, MArch) or landscape architecture (BLA, MLA).
2. As well as submitting an application and fee to the School of Graduate Studies (SGS), a completed, signed official SGS application must be submitted to the John H. Daniels Faculty of Architecture, Landscape, and Design together with the required fee and supporting documents such as transcripts, portfolio and letters of reference as described below.
3. Official transcripts of your academic record from each university attended are required for admission. Academic records must be enclosed in an envelope provided by the institution(s) concerned and sealed or signed across the back of the envelope. Do not open the envelope(s). Note that faxed records are not considered official and that documents submitted will not be returned to the student. Some institutions will not provide transcripts in sealed and signed envelopes. In this case, instruct each institution to forward it directly to the John H. Daniels Faculty of Architecture, Landscape, and Design.

If academic records are interim, pending completion of studies in progress, official final academic records indicating that the degree has been conferred must be submitted to the John H. Daniels Faculty of Architecture, Landscape, and Design as soon as possible and before admission can be finalized. The School of Graduate Studies includes instructions about clearing these conditions on the Offer of Admission.

Applicants who attended universities outside North America must provide notarized English translations to accompany all foreign documentation not written in English. It is the applicant's responsibility to arrange for transcript(s) to be sent directly from their institution to the graduate department.

4. At least three (3) supporting letters of reference are required. These letters will be submitted online as part of the SGS application. However, if your referees wish to submit hard copies, please ensure that you (the applicant) complete his/her contact information, but leave his/her e-mail address and confirmation blank. Please ask your referee to send the letter of reference in a sealed envelope with a signature across the seal. Include the sealed and signed references when returning your application. Do not open the envelope(s). Letters of reference will be part of the official student academic record; they are confidential and applicants/students will not have access to them.
5. Applicants to the John H. Daniels Faculty of Architecture, Landscape, and Design must submit a portfolio containing:
 - A curriculum vitae (resume)
 - A statement of interest in your proposed field of study, educational objectives and career orientation
 - At least three (3) samples of writing from previous university courses or published/professional writings
6. A portfolio consisting of at least five (5) samples of your design work, drawing or work in related fields (including the visual arts, graphic arts, digital media and engineering) which demonstrate your creative ability.

The dimensions of the portfolio pages are not to exceed 8 ½ inches by 11 inches (or standard metric A4, 210 mm x 297 mm). There is no restriction as to the number of pages submitted. Applicants are advised that assessments will focus on quality and leadership potential.

Applicants are encouraged to treat the presentation of their portfolio as a straightforward graphic design exercise. Applicants should not submit work on CD or in other electronic forms.

Portfolios will not be returned.

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ADMISSION REQUIREMENTS

Please do not include binders, boxes or extra material. The portfolio must fit in a standard 8 ½ by 11 file folder. Extra materials will not be seen by the Admission Committee.

7. If you are an international applicant, review the “Admission Requirements” section of our online Admissions Guide located at www.gradschool.utoronto.ca/Admission_Requirements. The International Degree Equivalencies chart, located at portal.sgs.utoronto.ca/current/admission/intdegequiv.asp?#country will help you determine if your international degree is considered equivalent. Qualifications from a number of educational systems around the world are listed and the academic standings indicated are normally accepted as equivalent to a University of Toronto mid-B grade average if the degree obtained has been awarded from an institution that is recognized by the School of Graduate Studies.

8. If your primary language is not English and you graduated from a non-Canadian university where the language of instruction and examination was not English, then you must demonstrate your facility in English using one of the following methods. This requirement should be met at the time you submit your application.

1. Test of English as a Foreign Language (TOEFL)
2. Michigan English Language Assessment Battery (MELAB)
3. International English Language Testing System (IELTS)
4. The Certificate of Proficiency in English (COPE)
5. UofT School of Continuing Studies International ESL-Academic Preparation Level 60 (Advanced)

1. Test of English as a Foreign Language (TOEFL)

Educational Testing Service
P. O. Box 6151
Princeton, New Jersey
U.S.A., 08541-6151
Web: www.toefl.org

The TOEFL examination is offered in three formats: the traditional paper-based format (only offered on specific dates in a limited number of countries), the computer-based format (offered year-round), and the internet-based format (offered year-round). Applicants registering for the paper-based TOEFL must include the Test of

Written English (TWE) component. The internet and computer-based tests include a component similar to the TWE; the internet-based test also includes a speaking section. All applicants must satisfy the minimum TOEFL score requirements set by each of the four SGS academic divisions listed in the accompanying chart. **SEE SCORING TABLE ON THE NEXT PAGE.**

2. Michigan English Language Assessment Battery (MELAB)

English Language Institute (ELI)
University of Michigan
Ann Arbor, Michigan
U.S.A., 48109-1057
Web: www.lsa.umich.edu/eli/melab.htm
Required score: 85

3. International English Language Testing System (IELTS)

University of Cambridge Local Examinations
Syndicate
1 Hills Road
Cambridge, U.K.
CB12EU
Web: www.ielts.org
(applicants may also contact their nearest British Council Office)
Required score: 7.0

4. The Certificate of Proficiency in English (COPE)

COPE Testing Limited
429 Danforth Avenue
P.O. Box 462
Toronto, Ontario
M4K 1P1
E-mail: info@copetest.com
Web: www.copetest.com
Required score: 76 minimum total with at least 22 in each component and 32 in writing

Exemptions

You are not required to complete an English-language facility test if you are a Canadian citizen who studied at a Canadian university where the language of instruction is French.

If you are an international applicant whose primary language is not English, you may not be required to complete an English-language facility test if you have completed a program of study at a university where the language of instruction and examination has largely been in English. This is at the discretion of the graduate unit to which you have applied. If you are such an international applicant, please consult the graduate unit to which you are applying to determine if the test will be required. An

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ADMISSION REQUIREMENTS

ACADEMIC DIVISION	Minimum Score Requirement - including TWE or Essay Rating Score Requirement*		
	Paper-based Test and TWE	Computer-based Test and Essay Rating Score	Internet-based Test (IBT)
HUMANITIES	Overall Score 580 TWE 5	Overall Score 237 Essay Rating 5	Overall Score 93 Writing/ Speaking 22
SOCIAL SCIENCES	Overall Score 580 TWE 5	Overall Score 237 Essay Rating 5	
PHYSICAL & ENGINEERING SCIENCES	Overall Score 580 TWE 4	Overall Score 237 Essay Rating 4	
LIFE SCIENCES	Overall Score 580 TWE 5	Overall Score 237 Essay Rating 5	

*Consult the department to which you are applying to determine if a minimum higher score is required.

official statement from your institution will be required, confirming the use of English as the language of instruction and examination.

APPLICATION PROCEDURE

IMPORTANT: Please read the admission procedure document before advancing to the additional required application documents. Also note that there is required a non-refundable CAN \$110 application fee and a required and non-refundable portfolio review fee of CAN \$120.

All application material must be received before 3PM on January 16, 2012.

The SGS application is a self-administered package. The student is responsible for assembling and submitting all required material to the School of Graduate Studies and to the John H. Daniels Faculty of Architecture, Landscape, and Design. Please review the Admission Requirements document (above) for more details on the submission of required documentation.

INSTRUCTIONS FOR SUBMITTING YOUR APPLICATION AND PORTFOLIO

Complete the online application. Please follow these instructions carefully. At the end of the instructions is a link to an online application form but you will need to return to this website for supporting document templates and mailing instructions.

Applications to the Faculty of Architecture, Landscape

and Design must be submitted to the School of Graduate Studies (SGS) through the online admissions application which is housed on a secure server at the University of Toronto. The department will consider your application only after you have entered your personal and academic information in the online application, submitted the application fee, and mailed a complete package of your supporting documentation and a printout of your application information.

Once you access the SGS online admissions application and enter your contact information an applicant identification number and a password will be emailed to you. You can leave and return to your application at any point until you move to the payment stage. At that point you can return to check on the status of this application including whether, or not we have received your supporting documents.

Payment of your application fee must be received by the School of Graduate Studies before we will consider your application. You may pay online by VISA or Mastercard. This payment method is secure as the transaction is handled by Mirapay, a third party authorized by VISA and Mastercard. Mirapay provides the School of Graduate Studies with payment confirmation only. SGS and the University of Toronto will not have access to your credit card information. Please note that the process requires that popup blockers on your web browser be disabled.

If you are unable to pay by credit card you may print an invoice from the application and mail it with a certified cheque to the School of Graduate Studies.

To proceed to the SGS online admissions application please go back to the link on the Admissions page of www.daniels.utoronto.ca

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ADMISSION REQUIREMENTS

Once you have entered your information and paid for the application, please use these links to access the required supporting document templates. Remember to enter your SGS applicant ID on the documents. We require these as a reference so we can enter them in the system as they are received. It is your responsibility to check the system frequently to verify that the documents have been received.

WHAT TO SEND TO THE SCHOOL OF GRADUATE STUDIES

- One copy of the online Application submitted electronically to the School of Graduate Studies, along with your \$110 payment.

WHAT TO SEND TO THE JOHN H. DANIELS FACULTY OF ARCHITECTURE, LANDSCAPE, AND DESIGN

NOTE: All material must be received before 3PM on January 16, 2012

- Your portfolio (described above)
- Non-refundable Portfolio Review Fee of CAN \$120
- One printed copy of your School of Graduate Studies online application
- Transcripts in sealed envelopes (All university transcripts must be sent)
- Three (3) Letters of Reference
- C.V. (Resumé)
- Statement of interest
- English language test results (if applicable)
- Three (3) samples of academic writing. Complete essays please

Send the material listed above, in one package, to:

Yvonne Hilder
 Coordinator, Recruitment, Admissions and Financial Aid
 John H. Daniels Faculty of Architecture, Landscape, and Design
 University of Toronto
 230 College Street
 Toronto ON M5T 1R2
 CANADA

QUESTIONS

If you have questions regarding the application process, please direct them to:

e-mail: yvonne.hilder@daniels.utoronto.ca
 tel: 416-978-4340

The 2012-2013 SGS Admissions Guide is available at:

www.gradschool.utoronto.ca/Admission_Requirements

All application material must be received before 3PM on January 16, 2012.