THE IRWIN S. CHANIN SCHOOL OF ARCHITECTURE OF THE COOPER UNION
SUMMER 2024

ARCH 193 Experience in Practice

Supervised experience in the practice of architecture or a related discipline in the built environment during the summer break from classes that will enhance the student's knowledge and design skills. A minimum of 8 weeks/300 hours work is required for credit. The work experience must be approved a minimum of 4 weeks prior to the beginning of work. It is expected that the student will be compensated for work as required by law. May be repeated for credit up to a maximum of 3 credits (for undergraduates).

1 credit, Pass/Fail. Prerequisites: Successful completion of all second-year requirements (for undergraduates).

►If you are an undergraduate student in good standing who has successfully completed a minimum of all of the first- and second-year B.Arch requirements, you are eligible to apply for Summer 2024 ARCH 193.

►If you are a graduate student in good standing who will be completing your ARCH 413 Graduate Thesis requirement in Fall 2024, you are eligible to apply for Summer 2024 ARCH 193. Summer 2024 ARCH 193 will not count toward you M.S.Arch degree requirements but it will provide an employment opportunity.

►Your application must consist of (1) a two-three page statement written by you describing goals for the experience and how your responsibilities for the summer will advance you from an intellectual and pedagogical perspective as well as (2) a written offer of employment on office letterhead specifying your job description, the skills which qualify you for the position, your responsibilities, your employment start and end dates and confirming your compensation as required by law. Incomplete proposals will not be reviewed.

►Your application for ARCH 193 must be approved in advance of your employment start date. In order to meet the minimum requirement of 8 weeks of work outside of school, your employment must start by no later than 7 July 2024 and your application materials must be submitted to the School of Architecture Office by *no later than 1 June 2024.* If your employment start date is in June, then the earlier you submit your ARCH 193 application, the sooner it can be reviewed, etc.

► Your employment must meet the minimum requirement of 8 weeks. Yes, your employment can run longer 8 than weeks as long as it ends before the start of the Fall semester.

►The Fall 2024 semester starts on Tuesday 3 September 2024 so you must complete your 8 weeks of employment by no later than Friday 30 August 2024.

►Upon approval, registration for Summer 2024 ARCH 193 will be processed by The Cooper Union Registrar's Office. *For international students*: you must submit your (1) statement (2) your written offer of employment (3) the CPT Memo which must be completed and reviewed by Hala Alkasm, Director of International Student and Scholar Services, before registration can take place. *If you are in need of a social security number*, you must check with ISSO prior to applying for CPT.

►At the end of the Summer/your eight weeks of employment, you are responsible for (1) providing evidence of successful completion of your employment as well as (2) a short description of what you achieved, how you advanced, what you learned that was/was not anticipated and the overall benefit of the ARCH 193 experience. You are not eligible for a grade/credit for ARCH 193 until the completion requirements are met.