

**ARCHITECTURE SECTION**  
***INFORMATION AND GUIDELINES***  
**MASTER PROJECT 2023/2024 (MP)**

EPFL ENAC SAR - LAUSANNE, 21 MARCH 2023

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MP COORDINATION – C. WARIDEL

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*Annex 1: PDM\_24: SAR, which professor for which function?*

*Annex 2: PDM\_24: Session Calendar*

*Annex 3: PDM\_24: Registration Form*

## 1. COMPARATIVE TABLE: THEORETICAL STATEMENT VS MASTER PROJECT

	THEORETICAL STATEMENT	MASTER PROJECT
What is it?	<ul style="list-style-type: none"> <li>a branch of the common core group</li> </ul>	<ul style="list-style-type: none"> <li>a one-semester work; education stage, which gives the right to the title of architect and concludes Master studies at the EPFL;</li> </ul>
When?	<ul style="list-style-type: none"> <li>in MA3 of the Master cycle;</li> </ul>	<ul style="list-style-type: none"> <li>after the MA3 of the Master cycle;</li> <li>in principle in the spring semester, with some exceptions;</li> </ul>
How many credits?	<ul style="list-style-type: none"> <li>12 ECTS;</li> </ul>	<ul style="list-style-type: none"> <li>30 ECTS;</li> </ul>
Type of exam	<ul style="list-style-type: none"> <li>submission of a thesis;</li> <li>one-hour oral exam;</li> </ul>	<ul style="list-style-type: none"> <li>submission of a project;</li> <li>1 hour and 15 minute-oral exam;</li> </ul>
Pedagogical supervision provided by	<ul style="list-style-type: none"> <li>a professor<sup>1</sup> responsible for the theoretical statement;</li> </ul> <p><b>NB 1:</b> The professor responsible for the theoretical statement can be a professor of ENAC.</p> <p><b>NB 2:</b> The professor responsible for the theoretical statement must be part of the Master Project "monitoring team".</p>	<ul style="list-style-type: none"> <li>a professor<sup>2</sup> (Pedagogical Director)</li> <li>a professor<sup>3</sup>;</li> <li>an EPFL Supervisor;</li> </ul> <p>These three people make up the "monitoring team"</p> <p><b>NB 5:</b> the Pedagogical Director is a professor attached to the SAR</p> <p><b>NB 6:</b> if the Pedagogical Director is not an architect, the second professor must be an architect</p> <p><b>NB 7:</b> the EPFL Supervisor is an EPFL lecturer</p> <p>-</p> <p><b>See Annex 1: PDM_24: SAR, which professor for which function?</b></p>
Evaluation conducted by	<ul style="list-style-type: none"> <li>the professor responsible for the theoretical statement;</li> <li>the "Observer" who is the other teacher in the master project monitoring team;</li> </ul> <p><b>NB 3:</b> EPFL regulations stipulate that the "Observer" must not be in a subordinate relationship with the professor responsible for the theoretical statement.</p> <p><b>NB 4:</b> The EPFL supervisor of the "monitoring team" and/or interested students may attend the exam without taking part.</p>	<ul style="list-style-type: none"> <li>the professor (Pedagogical Director)</li> <li>the professor</li> <li>"Candide" 1</li> <li>"Candide" 2</li> <li>the external expert;</li> </ul> <p>These five people constitute the evaluation committee. They deliberate behind closed doors.</p> <p><b>NB 8:</b> The Candide is a professor attached to the SAR.</p> <p><b>NB 9:</b> The EPFL Supervisor participates in the student's oral examination. He/she may attend, in agreement with the Pedagogical Director, the deliberations behind closed doors.</p>

<sup>1</sup> "Professor" shall be taken to mean a "full", "associate", "assistant" or "adjunct" professor or a "senior scientist". Visiting professors and guest lecturers are excluded from MPs.

<sup>2</sup> The names of professors from the architecture section who assume the position of "Pedagogical Director" are listed in **Annex 1: PDM\_24: SAR, which professor for which function?**

<sup>3</sup> Idem as note n° 1 and for professors from the architecture section, see **Annex 1: PDM\_24: SAR, which professor for which function?**

## 2. PREMISES

### 2.1 Theoretical Statement

The theoretical statement is worth 12 credits. It is included in the core group; each branch of the group must be validated individually, without any possible compensation between the different marks.

### 2.2 General Framework of the Master Project

The Master Project is individual. It can also be carried out by a group of two candidates if the program so justifies.

The Master Project is divided into two parts. The first part takes place in the 9th semester of the study program, during which the candidate lays the theoretical foundations of his/her work under the supervision of a professor. This theoretical study is the subject of a Master's Theoretical Statement. The 90 credits of the Master cycle must be obtained to be able to access the master project.

The Theoretical Statement is the subject of an oral examination.

A second period of 17 weeks is dedicated to the development of the Master Project according to the guidelines of the monitoring team. In line with the principle of academic freedom, these Information and Guidelines are intended to leave up to the candidate the choice of the theme of the Master Project, the choice of the professor responsible for the Theoretical Statement and the choice of the members of the Master project monitoring team.

## 3. ELEMENTS OF THE MASTER PROJECT (MP)

### 3.1 The registration form

On the date set by the session calendar, the candidate hands in the **registration form**, after having obtained the agreement of the three teachers who will supervise the master's thesis.

At the time of the first application, students send their file to the professors. Simultaneously, they must fill in the google form, which link will be sent by C. Waridel with the information & guidelines. The professors will answer the students at the dates fixed by the section calendar by e-mail.

This form mentions:

- the candidate's contact details and the name of any co-applicant;
  - the two titles of his/her work (statement and project);
  - the names of the two professors and of the EPFL Supervisor, supervising his/her MP
- The student makes sure that the chosen persons are under contract with EPFL until the end of his/her MP (**end of July 2024**).

[See Annex 2: PDM\\_24: Session Calendar](#)

[See Annex 3: PDM\\_24: Registration Form](#)

### 3.2 The introduction text

An **introductory text** of 1500 characters maximum (spaces included), is to be sent during the session according to the coordination schedule.

### 3.3 Rendering of the Master Project

For any territorial, urban, architectural or construction project, the final rendering will explicitly show the study of a part having been the subject of a detailed verification in plan, section and elevation.

### 3.4 Infrastructure of the MP display

The applicant will have a billboard panel area for the plans, and a surface for displaying the model(s).

#### 4. SUPERVISION AND EVALUATION OF THE THEORETICAL STATEMENT

MP candidates choose a *professor responsible for the statement*. They propose the subject of the work and the composition of the MP monitoring team. Candidates direct their theoretical research according to the guidelines of the *professor responsible for the theoretical statement*.

The professors provide keywords on the website of their lab to guide the students' choices.

Students state the theme that they wish to develop and draw up an inventory (thematic, documentary, geographical, programmatic, methodological).

The questioning is at the center of their concerns. Through the elaboration of the statement students clarify their position, the central theme that they intend to develop through their project and the theoretical approach that underlies it.

They specify the issue, their priority research axes, as well as the methodological options that will be used throughout the project.

The statement also defines the perimeters of the study and intervention, the different scales of work, and leads to the beginnings of the project, up to a possible feasibility sketch.

Documentary research, the analysis and exploitation of bibliographic, cartographic and iconographic sources, the elaboration of a qualitative and quantitative program are part of what the theoretical statement requires.

The formatting of the document itself, the quality of the writing, the presentation and the balanced, readable and sensible relationship between text and iconography are also taken into account in the evaluation of the theoretical statement.

**The evaluation covers:**

- the theoretical statement itself;
- the oral examination (duration: one hour) scheduled from **Monday, January 29 to Friday, February 2, 2024**.

**Two people must be present at the evaluation:**

- the *Professor responsible for the theoretical statement*;
- the *Observer* who is the other teacher of the MP monitoring team.

*The professor responsible for the statement* evaluates the document submitted and the student's oral performance.

The *EPFL Supervisor of the monitoring team* and/or interested students may attend the exam without participating. Any exception to this attendance rule will affect the validity of the exam.

## 5. SUPERVISION AND EVALUATION OF THE MASTER PROJECT

### 5.1 SUPERVISION OF THE MASTER PROJECT (MP)

MP candidates choose:

- A *Pedagogical Director* for their project. They propose the subject of their MP and the composition of the monitoring team. The *Pedagogical Director* ensures that the proposed subject develops a specificity within the framework of the teaching objectives of the Architecture Section;
- the *professor responsible for the theoretical statement* is a mandatory member of the MP monitoring team;
- a *Supervisor*: a teacher from EPFL.

The professors provide keywords on the website of their lab to guide the students' choices.

MP candidates ensure that all the people of their choice will effectively be under contract at EPFL for the duration of their MP (from February to the end of July 2024).

At least two interim reviews will take place during the MP development period. Beyond that, according to his-her didactics, the *Pedagogical Director* will determine the number and type of critiques he-she deems useful.

Students develop an architectural project in line with the premises of the master's theoretical statement written during the previous semester, and responding to the questions raised by their study.

Engaged in a process of autonomous work, accompanied by the monitoring team, students must demonstrate their ability to link theory and project, hypotheses and realization, constraints of all types and decisions concerning the different scales of the project (implementation, realization), methodology, objectives and results. An approach as a research project, set in a wider referential context, yet with a view to providing a spatial response to real social issues.

### 5.2 Evaluation of the Master Project

**Subjects of the evaluation** - The evaluation is based on the elements required of the candidate by the *Pedagogical Director* and the monitoring team, in accordance with point 3.3 of these *Information and Guidelines*.

The professors introduce the objectives and criteria agreed upon in the follow-up group for each master project work before the presentation of the projects by the students

**Evaluation Committee** - It is composed of

- the professor (*Pedagogical Director*);
- the *professor*;
- *Candidate 1*;
- *Candidate 2*;
- the *external expert*;

This committee evaluates the work with a grade (scale: 1 to 6; 4 = sufficient).

**As a reminder:** The *Candidate* is a professor attached to the SAR, who has not followed the work, designated by the MP coordination.

**As a reminder:** the *External Expert* is appointed by the Section direction and assigned to each jury by the MP coordination.

**As a reminder:** The EPFL *Supervisor* participates in the student's oral examination. He-she may attend the deliberations behind closed doors in agreement with the *Pedagogical Director*.

**Evaluation procedure** - The evaluation committee's assessment is definitively attributed by the Section teachers' grade conference. This conference is chaired by the Director of the Architecture Section and is attended by the professors who have monitored the candidate(s). The final evaluation of the Architecture Section master projects by the professors' conference is ratified by the EPFL Examination Conference.

*Until the date of the official publication of the results by the Registrar's Office, following the EPFL exams conference, the grade attributed to the work must remain confidential and must not be communicated to the student under any circumstances.*

All final juries of the Section will take place from **Wednesday 10 to Thursday 18 July 2023, at EPFL.**

The oral examination of a project lasts one hour and fifteen minutes, after which a quarter of an hour is devoted to the deliberations and the actual attribution of the grade (scale: 1 to 6; 4 = sufficient).

**N.B. All documents submitted to the final jury must be posted and deposited according to the schedule communicated by the coordination. All documents will be stamped. Any document not submitted on the date and time set will not be presented to the final jury. Please note that if these conditions are not met, the project will not be accepted.**

### 5.3 Protocol: the evaluation criteria of the final jury

The evaluation of Master Projects is made according to the following criteria:

- **cultural, technical and methodological aspects of the architectural project:** architectural theme, program, design and methodology, quality(ies) of the architectural and urban project, structure and construction;
- **theoretical frame of reference and interdisciplinary relations of the project:** relationship between the contents of the theoretical statement and the project, degree of experimentation, critical dimension of the project;
- **presentation of the project:** representation of the project (texts, iconography, models); oral presentation and answers to questions (coherence, argumentation, clarity of expression), quality of the media;
- **organization of the work and general aptitudes of the student(s):** initiative, autonomy, compliance with deadlines, ability to interact with the monitoring team.

## 6. FRAMEWORK OF THE EXTERNAL EXPERT'S PARTICIPATION IN THE MP

This framework sets the conditions for the participation of an *External Expert* in the final juries of the Architecture Section MPs. This information will also be mentioned in the letter of appointment of the External Expert sent by the Section management.

The EPFL Architecture Section asks its MP candidates to form their own team to follow them throughout their career. This monitoring team brings together two professors and an EPFL Supervisor.

In order to ensure a presence outside the EPFL at the final jury, the Section chooses and appoints about six architects, a Committee of External Experts, who will each attend part of the exams. The External Expert interacts once with the student during the oral examination.

The distribution of experts within the various evaluation committees is carried out by the Master Project Coordinator.

At the end of the session, the *External Experts* submit a brief report to the Section management.

The participation of a select committee of *External Experts* from outside EPFL in the final Master Project exams allows the Section to benefit from a new and informed outside perspective on the subject of students' curriculum, their achievements and skills, compared to other training institutions and the professional world.

The fact that the External Expert is chosen and appointed by the Section guarantees the contribution of an external vision to the project and to the School and enriches the discussion through exchanges between EPFL faculty and external experts.

## 7. ARCHIVING

In order to keep a record of the work within the Architecture Section, the Coordinator will collect for each MP

- 1 final report (copy of the Master's theoretical statement + paper printout of the drawings reduced to A4 or A3 size, inserted at the end of the theoretical statement);
- 1 archiving questionnaire (established by the Coordinator) completed by the author(s);
- the computer files of the rendered plans in PDF format, resolution 150 dpi, of the theoretical statement, of the model photos and of any significant element.

## 8. INABILITY TO WORK - MEDICAL CERTIFICATE

Students unable to work must inform the Coordinator as soon as the reason for the inability to work arises and provide a medical certificate as soon as possible. Inability to work cannot be taken into account retroactively.

To be valid, a medical certificate must specify the rate and nature of the incapacity for work, as well as the start and end dates of the incapacity. If the disability continues beyond the end date indicated on the certificate, a new certificate must be provided.

Information regarding the management of situations due to medical problems can be found on the following page:

[https://www.epfl.ch/education/studies/en/special-study-arrangements/medical\\_certificate/](https://www.epfl.ch/education/studies/en/special-study-arrangements/medical_certificate/)

## 9. THE ARCHITECTURE SECTION AND THE MASTER PROJECT

### 9.1 Coordination and Logistics of the Master Project

Ms Corinne Waridel coordinates the MP session; ensures and controls the delivery of the documents required by these Information and Guidelines; organizes and plans the statement exams, the final juries and the exhibition of the projects; manages correspondence, accounting, calendar modalities and submission of the MP documents; updates and develops the website; is responsible for the dissemination of information.

EPFL- ENAC- SAR, Coordination PDM, Mme Corinne Waridel, BP 4 226 - Station 16, CH- 1015 LAUSANNE, Tel.: 021/693 12 60, Email : [corinne.waridel@epfl.ch](mailto:corinne.waridel@epfl.ch).

### 9.2 Pedagogical aspects of the Master Project

The pedagogical aspects of the entire session are monitored by Ms. Laure Kochnitzky Palluel, Assistant to the Director of the Architecture Section, who provides mediation and advice as needed.

EPFL-ENAC-SAR, Mme Laure Kochnitzky Palluel, BP 2 232 - Station 16, CH- 1015 LAUSANNE, Tel.: 021/693 73 06, e-mail : [laure.palluel@epfl.ch](mailto:laure.palluel@epfl.ch).