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**ARCHITECTURE SECTION**  
**INFORMATION AND GUIDELINES**  
**MASTER'S PROJECT 2024/2025 (MP)**

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*Annex 1: PDM\_25: SAR, which professor for which position?*

*Annex 2: PDM\_25: Session Calendar*

*Annex 3: PDM\_25: Registration Form*

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

	THEORETICAL STATEMENT	MASTERS PROJECT
<b>What is it?</b>	<ul style="list-style-type: none"> <li>a branch of the common core group</li> </ul>	<ul style="list-style-type: none"> <li>one semester's work; a stage of training leading to the title of architect and concluding the Master's studies at EPFL</li> </ul>
<b>When?</b>	<ul style="list-style-type: none"> <li>in MA3 of the Master's cycle</li> </ul>	<ul style="list-style-type: none"> <li>after the MA3 of the Master's cycle,</li> <li>in principle in the Spring semester, subject to exceptions</li> <li><b>Please note!</b> Conditional admission to the master's project is not possible if the theoretical statement is not validated</li> </ul>
<b>How many credits?</b>	<ul style="list-style-type: none"> <li>12 ECTS credits</li> </ul>	<ul style="list-style-type: none"> <li>30 ECTS credits</li> </ul>
<b>Type of exam</b>	<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>
<b>Pedagogical supervision provided by</b>	<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 the ENAC faculty.</p> <p><b>NB 2:</b> The Professor responsible for the theoretical statement must be part of the Master's 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 Mentor (previously Maître EPFL)</li> </ul> <p>These three people make up the <i>monitoring team</i>.</p> <p><b>NB 5:</b> the Pedagogical Director is a professor connected to the SAR.</p> <p><b>NB 6:</b> If the Pedagogical Director is not an architect, the second professor must be.</p> <p><b>NB 7:</b> The EPFL Mentor is an EPFL teacher.</p> <p><b>See Annex 1: PDM_25: SAR, which professor for which function?</b></p>
<b>Evaluation conducted by</b>	<ul style="list-style-type: none"> <li>the Professor responsible for the theoretical statement,</li> <li>the "Observer", who is the other professor in the Master's 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 Mentor (previously Maître EPFL) 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>the "Candid" 1</li> <li>the "Candid" 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 Candid is an EPFL Professor attached to the SAR.</p> <p><b>NB 9:</b> The EPFL Mentor participates in the student's oral examination. S/He may attend the deliberations behind closed doors, if agreed to by the Pedagogical Director.</p>

<sup>1</sup> "Professor" shall be taken to mean a "full", "associate", "assistant" or "adjunct" professor or a "MER 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\_25: 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\_25: 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 grades.

### 2.2 General Framework of the Master's Project

The Master's Project can be carried out individually or by a group of two candidates.

The Master's Project is divided into two parts. The first part takes place in the 9<sup>th</sup> semester of the course of study, during which time 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's cycle must be obtained to be able to access the Master's 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's Project according to the guidelines of the monitoring team. In line with the principle of academic freedom, these Information and Guidelines are intended to give the candidate the choice of the theme of the Master's Project, as well as the choice of the professor responsible for the Theoretical Statement and the choice of the members of the Master's Project monitoring team.

## 3. ELEMENTS OF THE MASTER'S 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 dossier to the professors. The professors will respond to the students by e-mail on the dates fixed by the section calendar.

This form indicates:

- the candidate's contact details, as well as the name of any co-applicant,
- the two provisional titles of his/her work (theoretical statement and project),
- the names of the two professors and of the EPFL Mentor, supervising his/her MP.

The student ensures that the chosen persons are under contract with EPFL until the end of his/her MP (**end of July 2025**).

[See Annex 2: PDM\\_25: Session Calendar](#)

[See Annex 3: PDM\\_25: Registration Form](#)

### 3.2 The presentation text

A **presentation text** of 1500 characters maximum (spaces included) will be submitted during the session, according to the coordination calendar.

### 3.3 Delivering the Master's Project

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

### 3.4 Infrastructure of the MP display

The candidate will dispose of display panels for the plans, and a surface for exhibiting the model(s).

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

MP candidates choose a *Professor responsible for the theoretical statement*. They propose the subject of their 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.

At the outset of their work, students and the monitoring team establish an agreement regarding objectives and requirements.

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

Questioning is at the center of their concerns. Through the elaboration of the theoretical 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 areas of research, as well as the methodological options that will be used throughout the project.

The theoretical statement also defines the perimeters of the study and intervention, as well as the different levels of work – and leads to the beginnings of the project, up to a possible feasibility outline.

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

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

**The evaluation covers:**

- the theoretical statement itself,
- the oral examination (duration: one hour) scheduled from **January 27<sup>th</sup> to January 31<sup>st</sup>, 2025**.

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

- the *Professor responsible for the theoretical statement*,
- the *Observer* (the other professor of the MP monitoring team).

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

The *EPFL Mentor* of the monitoring team and/or interested students may attend the exam but cannot participate. Any exception to this attendance rule will call into question the validity of the exam.

## 5. SUPERVISION AND EVALUATION OF THE MASTER'S PROJECT

### 5.1 Supervision of the Master's 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 *Mentor*: an EPFL teacher.

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 2025).

At the outset of their work, students and the monitoring team establish an agreement regarding objectives and requirements.

At least two intermediate 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 reviews s/he deems useful.

Students will develop an architectural project in line with the premises of the Master's theoretical statement written during the previous semester, answering 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), as well as methodology, objectives, and results. This is 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's Project

**Purposes 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 the present *Information and Guidelines*.

The professors introduce the objectives and criteria agreed upon in the monitoring team for the Master's Project work before the presentation of the projects by the students.

**Evaluation Committee** - It is composed of

- the Professor (*Pedagogical Director*),
- the *Professor*,
- "Candid" 1,
- "Candid" 2,
- the *External Expert*.

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

**For the record:** The "Candid" is an EPFL professor attached to the SAR, who is not familiar with the work, and who is designated by the MP coordination.

**For the record:** the External Expert is appointed by the management of the Section and is assigned to each jury by the MP coordination.

**For the record:** The EPFL Supervisor participates in the student's oral examination. S/He 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's 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 **July 9<sup>th</sup> to July 16<sup>th</sup>, 2025 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's Projects is made according to the following criteria:

- **cultural, technical and methodological aspects of the architectural project:** architectural theme, program, design and methodology, quality 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, and 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), and quality of the answers provided,
- **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 EXPERTS' 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 MP. This monitoring team brings together two professors and an *EPFL Mentor*.

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 one 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's 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* in the final Master's Project exams allows the Section to benefit from a new and informed outside perspective on the students' curriculum, their achievements and skills, in comparison 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 also enriches the discussion through exchanges between EPFL faculty and *External Experts*.

## 7. ARCHIVING

To keep a record of the work within the Architecture Section, the Coordination will collect for each MP:

- 1 final report (copy of the Master's theoretical statement plus a 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 Coordination) 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

As soon as the inability to work arises, students must inform the Coordination and provide a medical certificate as soon as practicable. Inability to work cannot be taken into account retroactively.

To be valid, a medical certificate must specify the disability rate and nature, 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's Project

Ms Corinne Waridel coordinates the MP session; ensures and controls the delivery of the documents required by the present Information and Guidelines; organizes and plans the theoretical 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; and she 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's Project

The pedagogical aspects of the entire session are monitored by Ms. Laure Kochnitzky Palluel, Adjunct 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).