School of the
ARTS AND ARCHITECTURE

ARCHITECTURAL STUDIES MAJOR

Fall 2021 – Undergraduate Supplemental Application Worksheet

Use this worksheet to help prepare your materials for electronic submission via the UCLA Arts Supplemental Application website.

On January 2 by 5:00pm PST, all applicants who have completed the University of California Undergraduate Application during the November 1 – 30 filing period and selected **Architectural Studies** as their first choice major to UCLA may access their department supplemental application at ***https://supplemental.arts.ucla.edu***. To log in, you will need your UC Application ID.

There will be a $55.00 non-refundable processing fee associated with this supplemental application. You will be prompted to pay the processing fee when you sign in to the online upload system, and this fee is payable by credit card or e-check. If you have received a UC fee waiver, you will not be responsible for this additional fee and will not see the payment prompt. UCLA Arts will also accept fee waivers from College Board, NACAC, or a letter from a high school/transfer counselor who can verify family hardship. Please contact us by November 30 for fee waiver consideration.

All applicants are required to meet minimum UC eligibility in order to be considered for admission. To view eligibility requirements for prospective transfers, please visit http://www.admission.ucla.edu/prospect/Adm_tr/artsmajs.htm.

Applicants must select **Architectural Studies** as their first choice major to UCLA in order to be eligible for the departmental review. **If you want to change your major, the UC application will accept changes up through November 30 (11:59pm PST).**

Your supplemental application must be submitted by **January 20 (11:59pm PST). This is a strict deadline, please plan ahead to avoid any unexpected technical delays at the last minute.** Technical support is available Monday-Friday from 9AM-5PM PST, so please be conscious of this timing if the deadline falls on a weekend. Late, incomplete, or hard copy application material will not be considered.

Make sure you review all categories before you submit your supplemental application. You may log in/log out of the system as many times as needed during the filing period, but once the application is submitted, you will not be able to make **ANY** corrections or additions. If you have questions, there is an FAQ document at arts.ucla.edu/apply, or you may email supplemental@arts.ucla.edu.

You will receive an email confirmation within 24 hours after you have submitted your supplemental application. Please turn off your email spam filter and/or include "arts.ucla.edu" and "ucla.edu" as accepted recipients.

WORKSHEET

School of the ARTS AND ARCHITECTURE

Architectural Studies Major

Fall 2021 – Undergraduate Supplemental Application Worksheet

WORKSHEET

1. QUESTIONNAIRE

- Confirm Contact Information
- Survey Questions
  - *How did you learn about the **Architectural Studies** major at UCLA?*
  - *Have you applied to our major before?*
  - *Is there a particular instructor who recommended our program to you? If so, please list the instructor name below.*
  - *Have you attended the UCLA JumpStart Summer Institute?*
  - *Were/are you an LAUSD student who attended the UCLA Teen ArchStudio Summer Institute? If so, what year?*
- Academic History
  - *School[s] you have attended (beginning with the most recent)*
  - *Courses currently in progress*
  - *Courses planned for winter, spring, and summer*
- Extracurricular Activities

2. UNOFFICIAL TRANSCRIPTS (in PDF format)

We require a matching transcript for every academic institution that you list in the supplemental application.

If you are a sophomore-level transfer applicant, upload PDF copies of all colleges you have attended since high school, as well as your final high school transcript.

If you are a junior-level transfer applicant, upload PDF copies of all colleges you have attended since high school. We **do not** require your high school transcript. **Note: if your high school is listed in your Schools Attended section, the system will ask for your high school transcript.*

Do not mail your transcripts. The University of California only requests hard copy transcripts from students who have been admitted and matriculated to a campus.

All unofficial transcripts MUST be generated from their respective institutions, and must include the name of the institution as well as the student's full name. Please redact/black out your Social Security number.

3. DEPARTMENT STATEMENT

Please provide a concise statement that describes why you wish to study architecture at UCLA. What interests you in architecture now, and why at UCLA? You will have 3500 characters (including spaces) / approximately 500 words. *Keep in mind that this prompt is separate and distinct from the UC Application's Personal Insight Questions.*

4. PORTFOLIO

Create and submit a portfolio of original work. Please feel free to submit works in different styles, mediums and/or concepts.

PORTFOLIO FORMATTING GUIDELINES

Portfolios submitted should be a single PDF file consisting of three to six (3-6) pages. **Any portfolios that exceed the 6-page limit will NOT be reviewed.**

Page Size: 8.5" x 11"
Maximum PDF Size: 20MB

Please incorporate the following information somewhere within your portfolio:

- Brief description about your artwork or projects
- Where the work was done (professional / academic / personal)
- Date completed

As you prepare your work, we encourage you to visit our online **FAQ** as well as our **Supplemental Application Advice** to read faculty thoughts and guidance on the admission process; all resources can be found at arts.ucla.edu/apply.

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ACADEMIC HISTORY

You may use this area to organize your information prior to entering it in via the online application.

Schools Attended
List, in chronological order, all the schools (high school and colleges) that you have attended (start with high school):

School Name	City	State	Attended Date	to Date
Example: College of California	*Costa Mesa*	*CA*	*08/2019*	*06/2021*

Current Coursework
List all courses currently in progress:

School Name	Course #	Subject and/or Course Title	Units/Credits *(if any)*
Example: College of California	*10B*	*Art History: Baroque to Contemporary*	*2.0*

Future Coursework
List all courses planned for winter, spring, and summer of this upcoming year:

School Name	Course #	Subject and/or Course Title	Units/Credits *(if any)*
Example: College of California	*30*	*Design: Advanced Graphic Design*	*2.0*

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Extracurricular Activities

List any awards, honors, exhibitions, internships, community service, employment, et al.

Description	**Date** to **Date**	
Example: Customer Service Representative for Apparel Retailer	*06/2019*	*present*

Note: The online system will allow for unlimited entries in this category.

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PRIVACY NOTICE: The California Information Privacy Act requires the University to list the following information for individuals who are asked to provide information about themselves.

1. The principal purpose for requesting the enclosed information is to consider your application for admission to the UCLA Department of Architecture and Urban Design.

2. This information is solicited in accordance with University policy, adopted pursuant to Article IX, Section 9 of the California Constitution.

3. Failure to furnish each item of information will delay or may prevent completion of the purpose for which this questionnaire is intended.

4. Information furnished in this questionnaire may be used by various University departments and may be transmitted to State and Federal government agencies if required by law.

5. This questionnaire is maintained by the admissions counselor for the UCLA Department of Architecture & Urban Design, Box 951467 Los Angeles, California 90095-1467.