

BAS Application Process

Bachelor of Architectural Studies, 2019 for 2020

Getting Started

The Bachelor of Architectural Studies Application Process

Because the Bachelor of Architectural Studies (BAS) degree is a popular programme and the number of spaces is limited, the School of Architecture and Planning (SoAP) has an **additional, competitive selection process**, which is outlined in this document. First, applicants must apply to Wits through the general undergraduate application process (an **online application**) by June 30th. To be considered for the BAS degree, applicants must meet the specified minimum academic requirements. Information on the degree, the requirements and how to apply can be found here: www.wits.ac.za/course-finder/undergraduate/ebe/architectural-studies

Following the online application, the School evaluates spatial imagination, creative problem-solving and communication abilities in **Exercises 1 and 2**, which are detailed on pages 4 and 7. Next, applicants may job shadow an architect as part of an optional **Exercise 3**, detailed on page 8. Only those applicants who perform well on Exercises 1 and 2 will be invited for an **admissions interview**. The Exercises, interview and academic performance all count equally towards admission into the BAS degree programme.

Please double-check the **Dos and Don'ts for Submission** on page 9 before submitting your Exercises. Exercises submitted by email will not be accepted. If exercises are mailed, please be sure to follow the mailing instructions on page 2, and in the Dos and Don'ts for Submission. **Exercises not submitted in the specified manner or by the deadline will not be considered.**

Inquiries

For inquiries related to the BAS degree application process, first check our frequently asked questions (FAQ) on page 9. If you don't find what you're looking for, you may contact:

@ applications.bas@wits.ac.za ☎ 011 717 7623

Wits person numbers and mail tracking or receipt numbers must accompany all inquiries.

Additional Information

General information about the School: www.wits.ac.za/archplan

Online applications: www.wits.ac.za/applications

Fees and funding: www.wits.ac.za/study-at-wits/fees-and-funding

UNIVERSITY OF THE
WITWATERSRAND,
JOHANNESBURG



SCHOOL
OF
ARCHITECTURE
&
PLANNING

Steps to Apply

- ▶ **1** **30 Jun** 2019 Complete the general undergraduate application to Wits, including submission of school grades. If you have not already done so, you may complete the **Online Application** here: <https://www.wits.ac.za/applications/>
- ▶ **2** **26 Jul** 2019, by **16h00** Original hard copies of **BAS Exercises 1 and 2**, along with the **Submission Form**, must be received at the School of Architecture & Planning by 16h00 on this date, or time-stamped by registered mail or courier, with a tracking number, by that time. Items sent by standard post without tracking numbers and received after the deadline will not be considered, irrespective of the postage date. The Exercises are detailed in this document on pages 4 and 7, and the Submission Form is on page 3. Keep a photocopy for yourself in case of delivery problems, but do not email submissions or submit photocopies to the School – only originals will be evaluated. The office is open Monday to Friday from 8h00-13h00 and 14h00-16h00. Late or after-hours submissions will not be accepted.
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| Physical address | Mailing address |
| School of Architecture & Planning
John Moffat Building
University of the Witwatersrand, East Campus
Yale Road, Braamfontein
Johannesburg | University of the Witwatersrand
School of Architecture and Planning
John Moffat Building
Private Bag 3, Wits
Johannesburg 2050 |
- Google pin: <https://drive.google.com/open?id=1RNXHA6xhb-sdB9BQI0cbfK7curE&usp=sharing>
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- ▶ **3** **23 Aug** 2019 Applicants who submit the Exercises on time, meet minimum requirements, **and** show potential in the Exercises will be invited to interviews at the School. In exceptional circumstances only, interviews may be arranged by Skype, with permission. Applicants not invited for interviews will also be informed at this time. Applicants who have not heard from the School by this date and do not see a decline notice on their online portal must email to inquire to maintain eligibility.
- ▶ **4** **27 Aug** 2019 Applicants invited for an interview must respond to **confirm an interview appointment** by this date. Applicants who do not respond to the interview invitations may be excluded from further consideration. Make sure that you give your correct contact details on the Submission Form and check your email daily to reply to the interview invitation if it arrives.
- ▶ **5** **02 Sep** 2019 **Complete BAS Exercise 3.** Exercise 3 is not compulsory, but we strongly advise that you job-shadow an architect or designer as detailed on page 8 before this date so it is completed before the interview. You may also browse architecture books, magazines or blogs to find out if you are going to enjoy this highly demanding course and profession.
- ▶ **6** **02 Sep** 2019 Last chance to **submit academic results** if they were not submitted upon application. Grade 12 complete results should be submitted if available, or grade 11 results if grade 12 results are not yet available. No application can be considered without academic results.
- ▶ **7** **03-05 Sep** **Interviews** will be held at the School of Architecture and Planning for invited applicants.
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- ▶ **8** **13 Sep** 2019 We check the academic results of suitable applicants after the interviews. The total selection score consists of scores for the Exercises, the interview and an academic score based on APS points, which are explained here: www.wits.ac.za/undergraduate/entry-requirements/
- ▶ **9** **30 Sep** 2019 **Provisional offers** will be sent to some candidates based on total scores by this date. Applicants who accept the conditional offer, maintain good academic performance, and do equally well in their final exams will receive firm offers in January.
- ▶ **10** **28 Oct** 2019 Applicants who receive provisional offers must accept them within four weeks of receipt or the place will be offered to other applicants.
- ▶ **11** **Jan** 2020 Following the publication of matric results, **provisional offers are confirmed and some new offers made to waitlisted applicants**, which must be accepted within three days to reserve a place. If offers are declined or not responded to, these places are offered to the next in line; this process continues until all places are filled, even if it requires making offers after the first registration date for new students. If you accept an offer elsewhere, please notify the School.

Submission Form 2019 for 2020

Please print, fill in all sections, including those above the thick dashed lines at the bottom, but not those marked 'staff only,' and submit with your Exercises. Exercises without submission forms and person numbers will not be evaluated.

Applicant's Contact Information

Applicant's surname _____

First names _____

Wits person number _____

Postal address _____

Phone _____

Email _____

If you have already written matric but are re-writing any subjects in 2019, please tick here

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BAS Application Exercise

Receipt of submission for applicant.

Surname _____

Initials _____

Wits person no. _____

For staff only:

Received by _____

Date & time _____ Initial _____

BAS Application Exercise

Record of submission for School.

Surname _____

Initials _____

Wits person no. _____

For staff only:

Received by _____

Date & time _____ Initial _____

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Exercise 1: Objigamathing

The Scenario

You are to make an *Objigamathing*. You do not know what an *objigamathing* is, because it is something that does not yet exist. It is not a building, or any place you have been; it is something that you have never seen before. Beyond that it can be anything you want it to be, coming from your own imagination. Now imagine that your friends ask you what this *objigamathing* is, and they want to see it represented physically, in three dimensions, in order to understand it. But, being friends, they do not want you to spend any money, so they ask you to make it using only re-used packaging cardboard (from cereal boxes, crackers, or something similar) and one other found material (something you could find almost anywhere, even refuse).

Your Task

▶ 1



Making. Using the packaging cardboard and not more than one other found material, build a three-dimensional representation of the *objigamathing* that would fit into a box 210mm wide, 297mm long, and 210mm tall (the size of an A4 paper and height of an A4 vertically with the long edges at top and bottom). You may not use glue, tape, or any other adhesive, so you will have to decide how to assemble your *objigamathing*.

▶ 2



Drawing. Develop a step-by-step instruction manual that clearly shows how you made the *objigamathing*. The instruction manual should be mostly made up of drawn images, not photos (though you may include a photo on a separate page if you want). On one or two A4 sheets of paper, use the Storyboard Layout Guide on page 5 as a guide for the size of your blocks. Draw in black ink only, **not** with a pencil. You may use one other colour in the drawing. You need to communicate your ideas clearly and in such a way that another person or someone who does not speak much of your language is able to produce a similar object using your manual.

▶ 3



Writing. In approximately 200 words, define what your *objigamathing* is, and write the story of how it came about, and what its possibilities are. Your story should include something about why the *objigamathing* is significant for you.

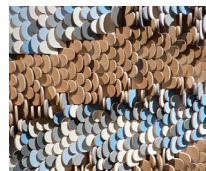
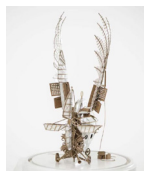
Things to Consider

There are a number of decisions **you** need to take in the process. In the text you need to communicate why you did what you did, and in the manual you need to explain how you did it. You need to decide:

- How can you use the limited materials to create a wonderful *objigamathing*?
- How you are going to put the various pieces of the *objigamathing* together without glue or tape?
- How you explain to someone else what your *objigamathing* is, or what it does?

Getting Help

If you feel stuck, you may look at precedents (examples of other objects) made from cardboard. However, the *objigamathing* you create **should be the product of your own imagination, with your own personal story**. Remember that anything you find online can also be found by the admissions team at the School, so we will know if you are copying! The final object must be a product of your own hands. It can be an abstract object, an invention, an imaginary creature, or anything else you can come up with. Below are some images of cardboard objects which may give you some inspiration.



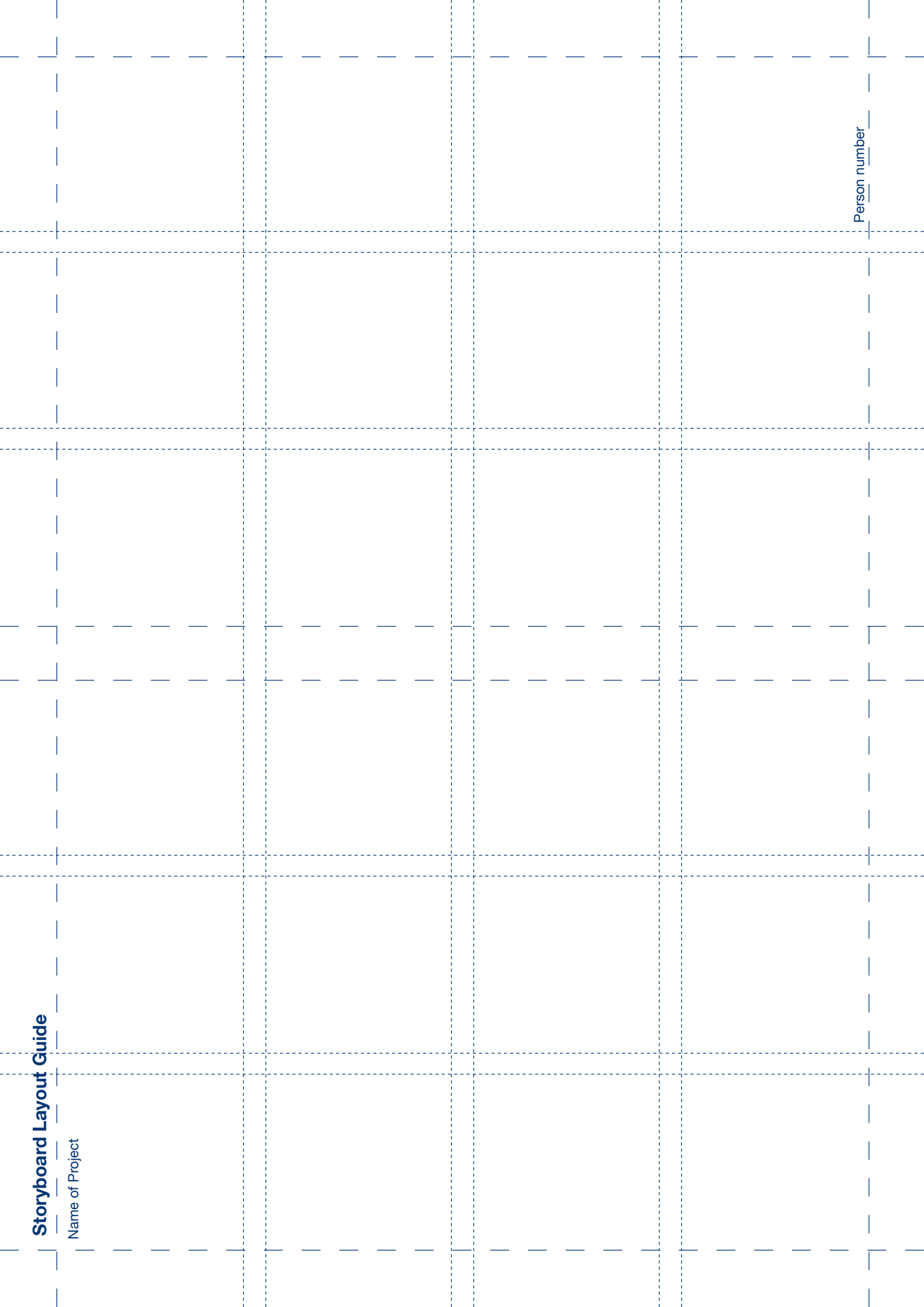
Checklist for Submission

- 1 or 2 A4 sheets containing a storyboard using the issued layout: Storyboard Layout Guide (see page 5);
- 1 A4 sheet containing a 200 word essay: The Story of *Objigamathing*;
- Submission Form with contact information duly filled and your Wits person number on **every** sheet;
- Make photocopies for yourself;
- Submit originals along with Exercise 2 and the Submission Form in person, or send by registered mail or courier with a tracking number, by the deadline listed on page 2. **Do not submit the object itself.**

Storyboard Layout Guide

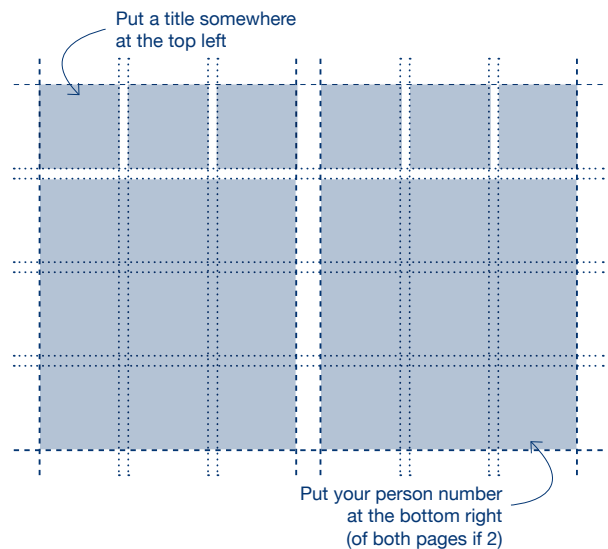
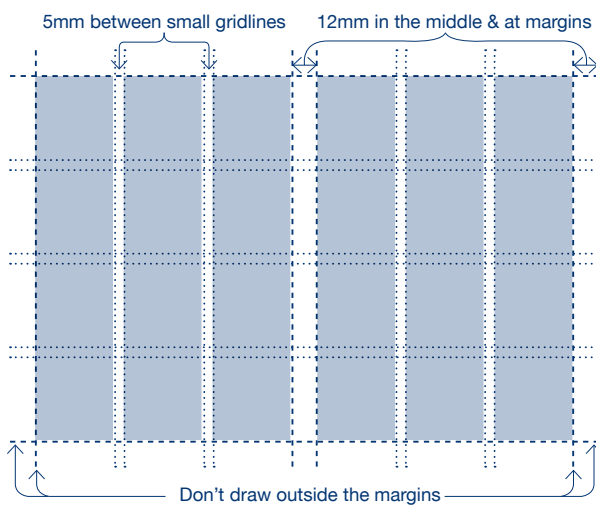
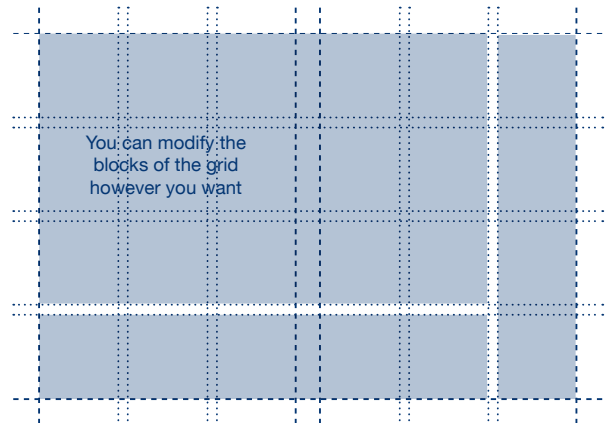
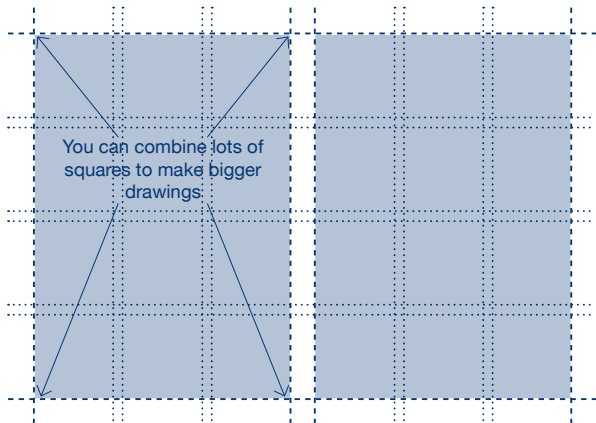
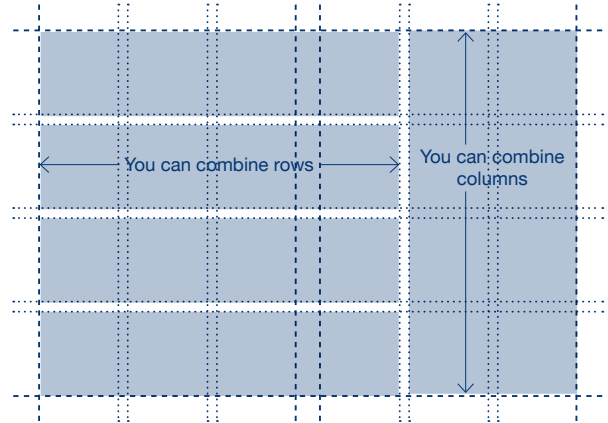
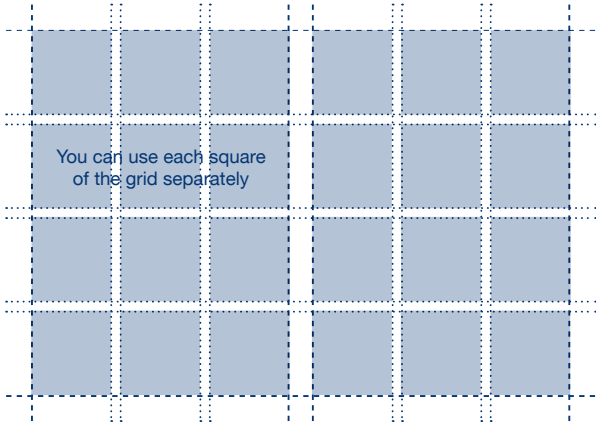
Name of Project

Person number



Sample Storyboard Layouts

Use the Storyboard Layout Guide on the previous page to help compose the way in which you present your drawings. You may draw direction on that sheet if you want, but you may wish to copy it to recompose it on another paper once you decide how to organise your storyboard. The grid shown is a guideline, but you may combine different squares to make bigger ones if you want. Below are some possible ways to lay out the storyboard but these are only suggestions for possible layouts and you are free to explore alternatives using the Storyboard Layout Guide



Exercise 2: The Journey

Background

This is an exercise in freehand artistic drawing. Please note that 'freehand' means without the use of rulers or straight edges. There is no correct or incorrect interpretation, we want to see your creative interpretation of the requirements listed below.

Your Task



Drawing. With graphite pencil (not coloured pencil) on an A3 sheet of paper, draw a familiar route, one which you travel frequently: it could be the route you follow to school or to work. Open your senses of sight, hearing, touch, smell and taste as you think about the experience of your journey. Think about all the things and experiences both familiar and unusual which happen along the way. Consider your destination and how it feels to arrive. Think of this as a journey through space, time and emotions.



Communicating. Your drawing must communicate the following:

- The sequence of events that make up the journey;
- Familiar and unusual aspects of the route;
- Landmarks and special places and resting points along the way;
- The spatial relationships between these places;
- Feelings, memories and states of mind that accompany you on your journey;
- Qualities of light and shadow.

You need to find a creative way to represent your ideas graphically for the above. Please note that one single scene is **not** a representation of a journey. A two dimensional map on its own will not be sufficient, and tracing is not permitted.

Checklist for Submission

- 1 A3 sheet with your original drawing. You may fold it to an A4 to fit in an envelope;
- Make a photocopy for yourself;
- Submit the original drawing, along with Exercise 1 and the Submission Form in person, or send by registered mail or courier with a tracking number, by the deadline shown on page 2.

Exercise 3: Job Shadowing an Architect

Background

Although this Exercise is optional, having some exposure to the profession of architecture before the interview is strongly recommended. This exposure will allow you to explore and better understand the profession of architecture and will serve to eliminate any uncertainty or misconceptions of what a future in architecture holds at the application stage.

Your Task

▶ 1



Job Shadowing. Do your best to undertake a day of job-shadowing in an architectural practice. This involves following the day to day roles and responsibilities of an architect in practice to gain maximum benefit from the experience. If job shadowing becomes impossible because you do not live near a practice, consider a substitute experience of either job shadowing a registered draughtsperson or if that is not possible, of spending a day on a building site on a day when the person responsible for drawing the building plans makes a site visit

▶ 2



Documenting. During the day and when you get home, make notes and sketches about conversations, the office, any building sites you visit as well as your own observations.

Finding an Architect

For a comprehensive list of registered architects and architectural firms, see the following websites:

- The South African Council for the Architectural Profession: www.sacapsa.com
- The South African Institute of Architects: <https://saia.org.za>
- The Gauteng Institute for Architecture: www.gifa.org.za

Checklist for Your Own Record

You do not need to submit this information to SoAP, but you may want to bring it to your interview. Record:

- The name and details of the architect or firm;
- A timeline explaining what you did on the day;
- Your impressions of the role of the architect in a building (or design) project;
- Sketches of what you saw in the office or on site;
- Consider whether this is a career that you would enjoy.

The Interview

Background

Once we have evaluated the BAS Exercises, approximately the top half of the applicants will be invited for interviews, which is the last step in the application. It takes place in the School's home, the John Moffat Building, on the Wits campus, and you'll be able to see what BAS students do, ask questions, and look around at student work and their studios. Academic staff in the BAS degree will be conducting.

Invitations

Please note that not all applicants are invited for interviews. Check the email you used for your online application (or listed on your Submission Form) regularly around the date indicated on page 2 when invitees will be notified. Applicants will only be notified by email; if you do not respond to confirm your interview invitation, the School will remove you from consideration.

Dos and Don'ts for Submission

Do

- Do make sure the Submission Form is filled out in its entirety.
- Do double check the 'checklist for submission' indicated at the bottom of Exercises 1 and 2.
- Do put your Wits person number (not your ID number) on every page.
- Do make copies for yourself before submitting.
- Do keep your receipt of submission, or waybill from your courier if submitted by registered mail or courier.

Don't

- Don't submit the *objigamathing* object; if you are invited to an interview, you may bring it then.
- Don't submit all 9 pages of this set of instructions; submit only your Exercises and the Submission Form.
- Don't submit the job shadow information; this will only be reviewed if you are invited to an interview.
- Don't submit elaborately crafted displays; stick to the A4 and A3 sized papers specified in the requirements.
- Don't email your submission.
- Don't send by standard post mail without a tracking number; use only registered mail or courier with a tracking number.
- Don't ask the School to confirm delivery by courier; use your tracking number to confirm with your courier.

Frequently Asked Questions (FAQ)

How many applicants will be accepted? The BAS programme targets a first-year enrolment of 90 students. This may include students who are repeating after having failed the previous year, and rollovers from previous application years. We continue to make offers until all 90 places are filled.

How are the application Exercises evaluated? Understand that there is no right or wrong answer! Your response enables us to evaluate your suitability for architecture. We do not want to see technical drawings; an imaginatively drawn exercise which communicates as many layers of meaning as possible scores well. Clear, logical but evocative graphic communication is important.

I mailed the Exercises; how will I know if the School received it? Use the tracking number provided by your courier to check the status through your courier. A date, time and recipient name will be recorded by your courier. Do not ask the School to confirm receipt; we receive hundreds of applications every year and it is not possible to follow up with all of them individually.

How will I know how I've done in the exercise? Exact evaluation scores are not released to applicants, but those who score well on the exercise will be invited for an interview; those who do not will be declined. Relevant dates can be found on page 2. Always check your email regularly during this time for updates.

How can I stay informed of my application status, or what if I don't hear anything by the date interview invitations are sent out? Always check the email you used to complete the online application daily; changes to your application status will be sent to you by email. Furthermore, applicants may always check their application status using the Wits application portal by logging on at: <https://self-service.wits.ac.za/csprodonl/signon.html>

If you have been declined admission for this year, it will be noted on your portal. If the portal says your application is "under consideration," it means your application is still active. If the date interview invitations are to be sent passes without communication from the School **and** your portal shows your application is still active, please check both the email you used for the online application, and the email you listed on the Submission Form, if different. Check both your inbox and your spam/junk mail folders for any communication from a Wits email address (ending in @wits.ac.za). If after going looking through your email, you still do not see any communication, and your portal shows your application is still under consideration, please email us at: applications.bas@wits.ac.za

What if I mailed the Exercises before the deadline, but my application portal says I was declined due to non-submission? If you sent the Exercise by registered mail or courier with a tracking number, the time scan of receipt by the courier will show whether you submitted it on time, and it will be accepted. If the School does not receive it due to a mistake by the courier, you may send us your waybill from the courier and we can use the tracking number to locate it, but please only do this if requested by the School. If you mailed the Exercises by standard mail (including FastMail by the South African Post Office) and do not have a tracking number, you're out of luck. We do not accept standard mail Exercises received after the deadline.

How are applicants ranked when making offers of admission? We use an internal scoring system which gives equal weight to the three criteria: the exercise score, the interview score, and a score based on your APS.