

2018 applications: Part-time BTech Architectural Technology

This information is for:

- Returning CPUT students (with minimum of one year's work experience after obtaining the National Diploma in Architectural Technology from CPUT)
- RPL students without a National Diploma in Architectural Technology (or approved equivalent), but a minimum of 10 years' work experience
- Applicants who graduated from universities other than CPUT

Dear prospective applicant. Thank you very much for your inquiry. This is a standard response that will hopefully answer your questions.

The part-time BTech: Architectural Technology (Applied Design) programme is presented as a joint initiative of OpenArchitecture (OA) and the Cape Peninsula University of Technology (CPUT). The BTech degree runs over two years of part time studies conducted online and through short block releases on campus at CPUT. The fees must still be updated on the website. For questions related to fees, contact Ms Thandi Madadasana at MadadasanaT@cput.ac.za. In addition to the fees, there is a R 3000 levy charged for online support.

To qualify for the part-time BTech programme you must have a National Diploma in Architectural Technology from a University of Technology or previous Technikon (or approved equivalent*), and at least 12 months practical architectural experience after obtaining the National Diploma in Architectural Technology, and be in the employment of a registered SACAP Professional Architect or Professional Senior Architectural Technologist who is willing to support your part time studies - see more detail below. You also need to have access to online learning tools (a computer and internet connection).

If you do not have a National Diploma in Architectural Technology or equivalent qualification and wish to apply on the basis of substantial and relevant experience of at least 10 years, you will need to apply through the CPUT Recognition of Prior Learning (RPL) process. This RPL process is not the same as the SACAP RPL process as this would be for admission to a degree programme and not for professional registration. An administration fee of R 500 is payable.

Applications can now be made online except for International students and RPL students. If you're not eligible to apply online, please refer to the CPUT website www.cput.ac.za and download the **undergraduate application** form.

You should follow the BTech full-time procedures and indicate on your application form that you wish to register for the **part-time programme**. RPL applicants must tick the "RPL" box on the front page of the CPUT application form.

- **The deadline for 2018 part-time BTech degree applications is 30 September 2017.**
- **International students must apply by 31 August 2017.**
- **The deadline for 2018 RPL applications is 31 July 2017.**

* Completed International qualifications must be accompanied by a SAQA evaluation.

Important: Make sure to keep a copy of all documents submitted, including proof of payment. Keep all records of postage and payments.

Approved employers will be required to support students through mentoring activities and the student will need occasional leave from work to attend an Orientation Block (February), Mid-year Review Block (June) and Year–end Review Block (November) for academic preparation work, tests and portfolio assessments. Each block is about a week long. Employers and students will be required to sign a Memorandum of Agreement (MoA) which outlines their roles and responsibilities.

Students registered on the part time BTech: Architectural Technology (Applied Design) programme will be expected to spend the equivalent of 50% of the time that full time students spend on their studies during the dates of the academic calendar. The study time commitments will vary during the academic year but amounts to about 2½ days per week during term time. Although some of these hours can be done after office/ working hours and on weekends, an agreement between the employer and the student will be needed to allow the student some study time during normal working hours.

Students will need to be computer literate (word, ppt, graphics, CAD, 3D modelling) and have access to online learning tools (a computer and internet connection) during and after office hours. Online engagements are data-intensive and students will have to budget for this.

For more detailed information go to the OpenArchitecture website www.openarchitecture.co.za

Please do not hesitate to contact the following persons should you have any further queries:

OpenArchitecture (OA) Programme Director: Lone Poulsen on email director@openarchitecture.co.za
 CPUT coordinator: Jolanda Morkel on email morkelj@cput.ac.za

Application and review process:

<p>31 July: RPL</p> <p>31 August: International</p> <p>30 September: Other</p>	<p>Submission of application forms:</p> <p>RPL and International students must submit <u>hard copy</u> application forms. Others may apply <u>online</u>.</p>	<p>RPL and International applications cannot be made online and must be delivered by post or hand:</p> <p>Post or deliver to: Admissions Office, PO Box 652, Cape Town, 8000</p> <p><u>Contact persons (Cape Town campus):</u> RPL applicants: Celest Januarie (JanuarieC@cput.ac.za – Tel 021 460 9083) Other: Gail Dinnis: DinnisG@cput.ac.za – Tel 021 464 7229)</p>
	<p>Email copy of application form and request the link to your personal Google drive folder where you will find the selection assignment brief and list of requirements for the Portfolio of Evidence* (POE). This Google drive folder should be used by you for the upload of all documentation related to your application, including a digital copy of your application form, proof of payment, POE etc. **See details below.</p>	<p>saiets@cput.ac.za</p> <p><u>Subject line:</u> 2018_your name and surname e.g: 2018_Shamiela Saiet</p>
<p>30 September</p>	<p>Upload the digital version of the POE and selection assignment to the google drive folder provided to you - see above. Please limit the file size.</p>	<p>Upload to your google drive folder.</p>
<p>October</p>	<p>Institutional administration</p> <p>Departmental administration, review of the Portfolios of Evidence (POE) and shortlisting for interviews. Set up of interview schedule.</p>	<p>Admissions</p> <p>Shamiela Saiet (Tel 021 440 2232)</p>
<p>November</p>	<p>Interviews with candidates: Cape Town, Johannesburg or skype. RPL to be submitted to the Executive Committee of Senate</p>	<p>Shamiela Saiet (Tel 021 440 2232)</p>

	Hard copies of POE, application form and all support material must be brought to the interview.	
December or February	Inform candidates: RPL	RPL Unit Frederika de Graaff, Tel 021 959 6611 or email degraaff@cput.ac.za
	Inform candidates: Other	Shamiela Saiet (Tel 021 460 2232)

**PORTFOLIO OF EVIDENCE

The **portfolio of evidence** (POE) should include the following:

- Application documentation: copy of application form and all supporting documentation (e.g. proof of payment), as submitted.
- Personal details and experience: detailed CV indicating all study periods and work experience in terms of dates and duration, employers and provide a list of significant projects worked on, as well as in which capacity.
- Evidence of work experience:
 - a sample of drawings, preferably 2D and 3D, both computer-generated and freehand, that shows a range of technical and design process documentation, physical models if available and copies of any written reports or site meeting minutes.
 - employer reference letters (if available). Evidence of minimum of 1 year work experience after obtaining the National Diploma in Architectural Technology for access into the part-time BTech: Architectural Technology. Evidence of a minimum of 10 years' work experience in the case of RPL applications.
- Mentorship (for part-time BTech applicants only): letter from current employer (registered senior architectural technologist or architect) confirming support for part-time studies.
- Evidence of past academic work:
 - a sample of best student work in the case of prior studies.
 - full academic record – include all academic records, certificates and relevant validation documentation in the case of international qualifications. Include a letter to explain the reason/s for any poor past performance, delayed qualification or termination of studies.
 - self-study: list of non-technical books read, with summaries, sketches, and/or notes if available, any online courses and or CPD courses completed, sketchbooks, travel journals or any other reflective work.
- Evidence of conceptual design, theory and academic literacy competence: selection assignment comprising of design and theory components to demonstrate academic writing, conceptual thinking and foundational architectural theoretical and conceptual knowledge.
- Selection Assignment parts a and b – brief will be made available in your personal google folder (see application and review process schedule above).

The portfolio will be used for evaluation against subject learning outcomes and exit level outcomes at the appropriate academic level.

Interview

Only eligible candidates will be invited to an interview. Where possible, out of town applicants are accommodated in regional centres or via skype. You are required to bring along a hard copy of the POE including the selection assignment with process work and model/s.

Further information

Keep an eye on the websites for more information: www.cput.ac.za and www.openarchitecture.co.za, as well as the Departmental facebook page: <https://www.facebook.com/Department-of-Architectural-Technology-and-Interior-Design-at-CPUT-961650817222531/>