

Regulations for Graduation Project in Germany

School of Architecture and Built Environment
German Jordanian University
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Abstract

Many Students of the German Jordanian University (GJU) find opportunities to perform their bachelor graduation project at a university in Germany. This document describes the requirements of school of Architecture and Built Environment (SABE) to conduct a graduation project in Germany and have it count at GJU as " Graduation Project I and Graduation Project II" .

Regulations

The student must insure that all the following rules are honored in order to count the graduation project at GJU; otherwise the student will fail the graduation project courses registered at GJU:

1. The student must submit, to the Head of Department, a proposal for the graduation project for approval three weeks before the " Add & Drop Period " of the semester, in which the student plans to perform the project.
The proposal should illustrate the following:
 - Information about the supervising faculty member who will supervise the graduation project during student's stay in Germany.
 - The Project title, nature, client, location, main functions, site area, and built-up area. The project should be of a real nature: real site, program, and client. Hypothetical projects and sites are not allowed.
 - The significance of the project.
 - The size of the project should be suitable for individual work .The size of the project should be appropriate, not too small and not too large. Team Work projects are not allowed.
 - The project should comply with the capabilities of the student: large planning and landscaping projects might be inappropriate for Graduation Projects.
 - Adaptive re-use of heritage buildings and sites are acceptable, in principle, for both Architecture and Interior Architecture students.
 - Projects in Interior Architecture might include modifications to the structure of the building from the inside and the outside.
2. If the student got the approval of the Department Council on conducting the gradation project in Germany, the Department Council will assign one of the faculty members as a co-supervisor, and he/she will follow-up the student (on-line) during the course of the project. This means each student must have a project advisor at the university in Germany and at GJU in Jordan.
3. The student must register at GJU for the semester he/she is taking the project in Germany, and pay the tuition fees in Jordan. Registration will be for Graduation Project I and Graduation Project II, simultaneously.
4. Upon his/her return to Jordan, the project must be successfully defended at GJU, as the student will set for a Final Jury of evaluation, in order to receive a grade for 1 credit hour of " Graduation Project I " and 7 credit hours of "Graduation Project II " .
5. The grade of the student in the project will be fixed on his/her transcripts.
6. Students are not allowed to conduct their graduation projects at practicing offices; they are only allowed to conduct the projects at universities and under academic supervision.
7. The student has to ensure he/she stays registered at the host university during this third Semester for registering for the graduation Project, and make sure his/her residential status in Germany is legal.
8. The student must complete twenty weeks of regular practical training (praktikum) before starting the graduation project.
9. The graduation project duration must span a minimum of sixteen weeks and cannot overlap with the training period.

10. Courses completed during the graduation project are eligible for credit transfer at the GJU.
11. The student must be physically working full-time on the graduation project at the host University in Germany, for a minimum period of 16 weeks.
12. The project documentation must be in English, signed and approved by the German advisor and the Department, as well as, GJU.
13. As part of the defense requirements, a handout document must be provided to the Jurors that contains a bi-weekly status updates written by the student to his/her advisor at GJU.

Procedure

1. The student submits to the Head of Department a proposal for the graduation project for approval three weeks before the "Add & Drop Period" of the semester, in which the student plans to perform the project.
2. Head of Department at GJU presents the proposal at the earliest possible to The Department council, followed by the School of Architecture and the Built Environment (SABE) council.
3. After the department and the school councils approve the proposal:
 - a. The student signs the learning agreement from the host University and GJU.
 - b. The student registers for "Graduation Project I" and "Graduation Project II" simultaneously at GJU for the semester that the student will be enrolled in for the project in Germany.
4. The student sends the supervisor at GJU a status update via email every two weeks with a Cc to the German supervisor. These updates must be included in the final documentation.
5. Upon completion of the project, the student must submit:
 - a. English language documentation (signed by the advisor in Germany and stamped by the related Department).
 - b. An email confirmation from the supervisor in Germany stating the project's proper completion and validity of the documentation. This email will be considered legally binding.
6. The GJU supervisor arranges for the project to be defended at GJU in front of a Jury committee (or an examination committee).
7. Upon successful defense of the project at GJU, a number grade will be given by the project advisor and examination committee for "Graduation Project I" and "Graduation Project II". If the project work is not satisfactory, it will receive a failing grade for both "Graduation Project I and Graduation Project II". This Oblige the student to register for the Graduation Project I and Graduation Project II in the next Semester.

Submission Requirements

1. Thesis Submission:
 - Submission of hard copy of the Thesis book (a Digital copy on a CD/DVD also should be included in the book, CD/DVD containing a digital copy of the posters to the highest possible resolution in addition to the digital presentation (if any). Thesis book should be approved and signed by both supervisors.
2. Sheets (Drawings) Submission:

The following are the minimum submission requirements.

Medium:

- Design sheets (9 sheets 70*100 cm)
- Final Thesis
- Prezi or PowerPoint presentation if needed
- Digital copy

Information on one of the design sheets:

German Jordanian University, School of Architecture and Built Environment, Department of Architecture and Interior Architecture, Graduation Project, project title, student name, supervisor name, Semester 20__/20__

While maintaining the number of design sheets mentioned above, students are allowed to submit any additional drawings, models, or animated walk-through studies depending on the nature of the project.

First: Architectural Design Projects

- Analysis Sheet: concept statement, sketches, design alternatives, design development, etc.
- Site Plan: minimum scale 1:500, showing immediate surroundings, shade and shadow, external works, landscaping.
- All Plans: minimum scale 1:200, with all areas labeled and furnished.
- Elevations: minimum 2 elevations with minimum scale 1:200, showing materials, openings, shade and shadow.
- Sections: minimum 2 sections with minimum scale 1:200, showing main areas, staircases, immediate surroundings, and parapets.

- 3-D shots: minimum 4 rendered internal and external 3-D shots.
- Architectural Details: scale 1:50, 1:25, 1:20, and 1:10, as needed.
- Mass Model: appropriate scale. Cost of model should not exceed 35 JD.

Second: Architectural Design Projects with a Planning Dimension

- A brief about your project and its significance at a micro scale, and at city and national scales.
- Mapping the project, scale 1:10,000.
- Indexing of the project, scale 1:10,000.
- Prototyping (with scientific explanations) the project, scale 1:10,000.
- Telling the story of the project and its specificity in a chart format with images.
- Telling the story of the project in 2D in scale 1:10,000 (in plan format with detailed key
- Close up: producing the story of the project for the zoomed in location: plan with detailed key, 2 sections, scale 1:1000.
- A summary of how you were influenced by various case studies relevant to your own specific topic (e.g., water harvesting, urban agriculture). These are not the same case studies that were presented in the thesis the first semester, but additional ones that each one of them is researching.
- Zoom in No. 1: scale 1:200 for 1 plan, 1 section, and 1 elevation; and at smaller scale for the other plans, sections and elevations, and one 3D shot. The 3D should be very detailed showing how the space is used by people, landscaping, other.
- Zoom in No. 2: scale 1:200 for 1 plan, 1 section, and 1 elevation; and at smaller scale for the other plans, sections and elevations, and one 3D shot. The 3D should be very detailed showing how the space is used by people, landscaping, other.
- One mass model for one of the close-up studies, scale 1:400.

Third: Interior Architecture Design Projects

- Analysis Sheet: concept statement, sketches, design alternatives, design development, etc.
- Current Situation: site plan, plans, etc., appropriate scale.
- Site Plan: minimum scale 1:500, showing immediate surroundings, shade and shadow, external works, landscaping.
- All Plans: minimum scale 1:100, with all areas labeled and furnished.
- Ceiling Plans: minimum scale 1:200.
- Internal Elevations: minimum 2 internal elevations with minimum scale 1:50, showing materials, openings, furniture, etc.
- 3-D shots: minimum 4 rendered internal 3-D shots.
- Detailed Spaces: plans and interior elevations of selected spaces, scale 1:50, 1:25, 1:20, and 1:10, as needed.
Mood Sheet: showing materials, color scheme, furniture, signage, etc.