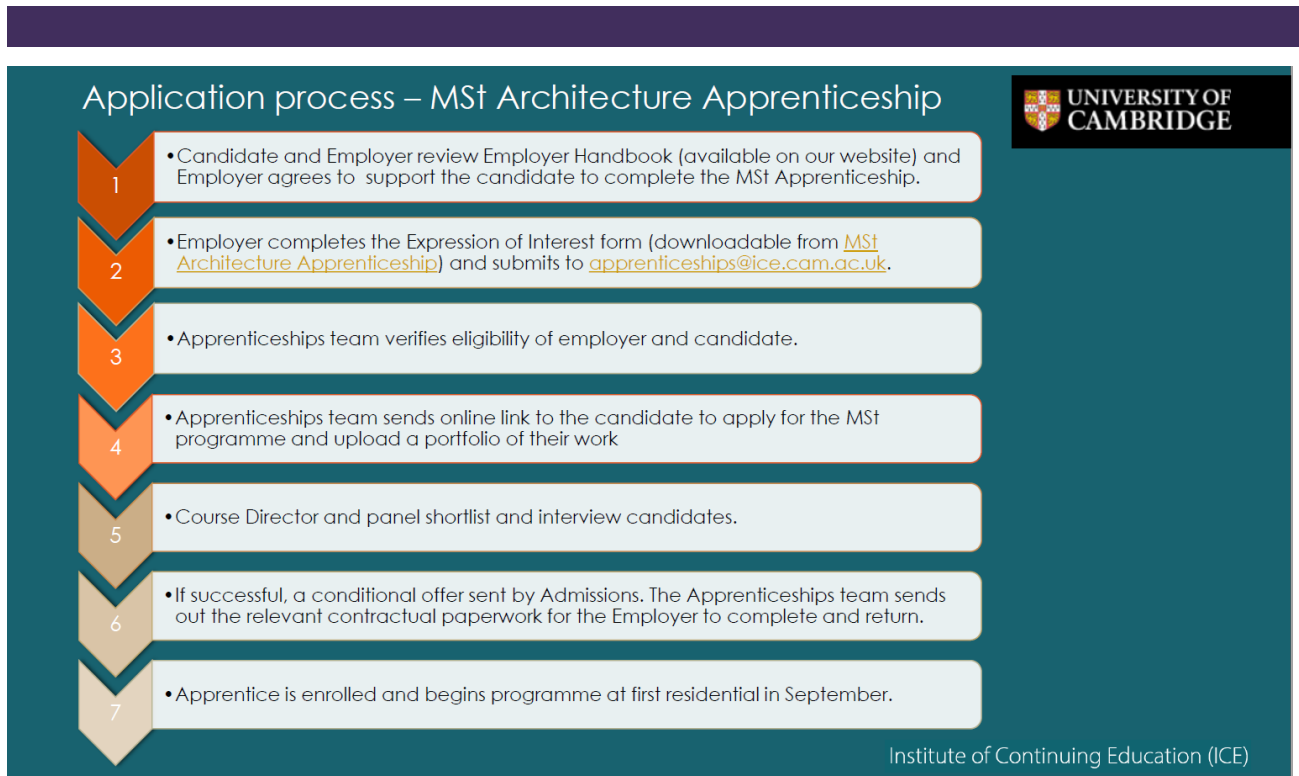


MSt Architecture Apprenticeship



Institute of Continuing Education

Frequently Asked Questions



General Questions

Master of Studies (MSt) in Architecture (Degree Apprenticeship) and its associated End Point Assessment (EPA) provides an exciting new way of completing Part II and Part III of the Royal Institute of British Architects (RIBA) and Architect's Registration Board (ARB) professional qualifications in architecture, taking advantage of co-funding from the Government and while continuing to work and gaining experience in practice throughout.

Will I be a member of the University of Cambridge?

Apprentices become lifelong full members of the University of Cambridge and Homerton College. That means that throughout their 3 year course they have full access to all the University facilities. Not only can they use the libraries in Cambridge, they will also enjoy access to the online resources available to other students. They can eat in Homerton at any time and will be invited to college dinners and events and as well as alumni events for the course. College membership fees are included in the overall fees of the programme.

Homerton College has a wide range of facilities, including an extensive library, an up-to-date gym and other sporting facilities, and a lively social life. The College is currently completing an impressive new dining hall designed by Fielden Fowles. For more information, see <https://www.homerton.cam.ac.uk/>.

When can I apply?

Applications windows are indicated on our website. This begins with the employer submitting the Expression of Interest form, available for downloading [on the website](#), to apprenticeships@ice.cam.ac.uk.

What assessment must I complete to get this qualification?

- Written Essay - All apprentices are required to submit an essay in the first year on the history or theory of architecture (length 3000 words)
- Group Studio Projects - All apprentices are required to present electronic portfolios of studio work (both individual and group work) done in the Master Classes at the end of each of the five Master Class residential sessions
- Written Papers - All apprentices are required to sit two written papers on the subject of Management Practice and Law following the residential sessions on these subject in the third year
- Electronic Portfolio - All apprentices at the end of their final year must submit an electronic portfolio of design work on an individual project of their choice approved by the Degree Committee

How many apprentices will there be on the course?

It is anticipated that between 25 and 30 apprentices will join the course in 2021-4. There will usually be no fewer than five and no more than 50 learners in any taught class.

How will the classes be taught?

The programme is over three two-week long residential courses each year (September, December or January and March or April), spread over three years as well as through regular meetings with apprentices and their practice mentors and their course tutor to check progress. Additional study is also expected between residentials. The studio work will be carried out within the residential periods. The detailed timetable will be published in advance of the start of the academic year.

There is a strong emphasis on working in teams and understanding team dynamics. The first residential focuses on presentation skills, working in teams and research methods. The rest of the first two years is arranged around a series of Master Classes led by experts in their respective fields. In the final year apprentices develop their own individual design project.

Note re COVID19 pandemic restrictions as at November 2020

It is currently our intention to deliver this course as scheduled. We will, however, be keeping this decision under close review given the uncertain circumstances. If current restrictions are extended and face-to-face delivery is still not viable, we will communicate alternative arrangements as soon as possible.

When will the MSt Architecture Apprenticeship programme become validated by RIBA/ARB?

RIBA will only be able to validate the course when the first cohort completes. However, we have been in careful negotiation with them through the process of designing the course and we do not expect this aspect to be problematic. The ARB prescribes courses in advance. We have submitted the course and are awaiting approval.

Admissions

What are the entry requirements?

Individuals who are interested in applying are expected to already have the support from their employer before doing so. The employer will be required to complete an Expression of Interest form before the candidate is invited to apply. To start this process, contact apprenticeships@ice.cam.ac.uk.

- The employer must be based in England. For more information about nationality/residency eligibility criteria please refer to the Apprenticeship [Funding Rules](#) and Guidance for Employers (Annex A).
- The employer should be an Apprenticeship levy payer or apply for co-funding from the government if a non-levy payer (see our [factsheet](#) for non-levy paying employers).
- The employer must provide the 3-4 years of experience for Part III and provide regular mentorship and on-the-job training. The University will provide the relevant training to provide the knowledge, skills and behavioural requirements to complete the course.
- Applicants for this course will normally be expected to have achieved a UK 2.i honours degree or overseas equivalent.
- Level 2 Maths and English - GCSE grade C (5) or above (or [equivalent](#)) [must be evidenced](#) in the form of a certificate during the admissions process.
- Applicants must have achieved ARB/RIBA Part I, either through an apprenticeship or through a recognised degree course.

All shortlisted applicants will be interviewed and expected to present a portfolio at interview. Evidence of exceptional ability in studio work is essential.

There is provision to accept non-standard applicants who do not satisfy the standard academic criteria but such applicants must produce evidence of relevant and equivalent experience and their suitability for the course.

Language requirement

For those candidates who are not native speakers, the following levels of English are required:

IELTS Academic: Overall score of 7.5 (a minimum of 7.0 in each individual component)

TOEFL Internet: Overall score of 110 (a minimum of 25 in each individual component)

CAE: Grade A or B (with at least 193 in each individual element) plus a Language Centre assessment

CPE: Grade A, B, or C (with at least 200 in each individual element)

I hold an undergraduate degree but it is a 2.2 or lower. Can I still apply?

Applicants are expected to have completed an undergraduate degree recognised by the University of Cambridge as equivalent to an upper second class (2.i) degree or higher. Applicants who have completed a Part I Apprenticeship can apply, even without a degree, and in this case we would expect a high standard of portfolio equivalent to a First or 2.1 degree standard.

An equivalent standard qualification from an overseas university will be accepted. Applicants can confirm whether the equivalent qualification is accepted by visiting www.graduate.study.cam.ac.uk/international-qualifications.

Do my references need to be academic references?

You will need a total of two references. One reference should be from your current employer and the other can be academic or an employment reference.

What is the admission decision based on?

We will assess your eligibility against the given criteria for Apprenticeship funding and take into account your application submissions (transcripts, English language evidence, studio portfolio, CV or resume, references and personal statement) and interview.

When can I expect a decision?

The shortlisting process will commence shortly after the application deadlines. Shortlisted applicants will be invited to schedule an online interview. Selected candidates will then be reviewed by Homerton College before a final decision is made. The process should have completed by the end of July 2021 for places commencing in September 2021. Unsuccessful candidates will be notified within six weeks of the relevant deadline (excluding holidays and term closures).

What should I expect in an interview?

Candidates should be prepared to discuss their studio work, academic and professional experience and goals for the future.

Can I expect feedback if my application is unsuccessful?

We regret that we are unable to offer feedback, due to the high volume of applications received.

When will I receive my official offer?

Decisions will be made in June and July preceding the September of the year of entry, and will be communicated to successful applicants within six weeks.

I have received my offer. How do I accept it?

You will receive a formal offer of admission by email from the Admissions Office. You will be able to print a summary certificate of your offer of admission, and view your offer conditions via an online self-service account. Once you have met all of your offer conditions, your admission will be confirmed and you will see this reflected in your self-service account. You will be able to accept or decline your offer via your account. Further details will be provided along with your offer.

Can I defer my offer?

If you wish to be considered for the next academic year, you will be required to make a fresh application. It is not possible to resubmit your existing application for a start date in a subsequent academic year. See www.graduate.study.cam.ac.uk/deferring-application.

Do I need to make accommodation arrangements? What are the options?

As part of the application process, accommodation will be arranged for you at Homerton College or other University facility in Cambridge for the three residentials each year. Costs are room only and are included in the tuition fees.

Finance

Can a small firm apply if they were recipients of transferred unused levy funds from a larger England-based Apprenticeship Levy paying employer?

This may be possible. The small practice will need to arrange the transfer of funds with the levy paying employer: <https://www.gov.uk/guidance/transferring-apprenticeship-service-funds>.

What funding is available for non-Levy paying firms (SMEs)?

SMEs can apply for government support through the Co-funding route. See our [factsheet](#) for further information. Non-Levy payers currently receive £6,650 towards the £13,000 annual cost of the course.

How much does the course cost?

The fees are £39,000 for the three years. Cambridge University is offering more than some other Universities in terms of residential accommodation and access to excellent facilities. The government contribution via the apprenticeship levy is £21,000 and practices will be required to top-up the fees at the amount of £6,000 a year. The Department of Architecture will provide apprentices with all the materials used on their courses. Although the residential model brings added costs, there are significant advantages to both apprentice and employer of containing all the work within the two-week residential sessions. Along with the strong Cambridge reputation we believe the MSt programme therefore represents good value for money.

What is the apprenticeship levy?

If you are a large company (over £3 million in staff salaries) you will be paying into a levy-pot which can only be used for apprenticeships. This course is one way for you to draw on that money. Over the three years, the levy pot will pay for £21,000 worth of the fees while you as a firm will pay the remaining £6000 a year. No cost must fall on the apprentice, the travel and subsistence expenses must be covered by the employer.

What happens if I am made redundant before I have completed my Apprenticeship?

Apprentices who have been made redundant, with more than six months but less than 12 months of their apprenticeship remaining may seek a further contract of service with a duration of less than 12 months, funding will continue for up to 12 weeks while they do so. Apprentices who are made redundant up to six months before the final day of their apprenticeship do not need to be employed under an apprenticeship agreement.

Can I apply for a scholarship or bursary to assist with financial costs?

Applicants hoping to study on the MSt Architecture Apprenticeship will not be eligible for financial assistance from the University as all costs are to be met by the Government's apprenticeship levy/co-funding or by the employer.

Is there a reduced fee if I already live in Cambridge?

Unfortunately not. The residential accommodation is only one part of the extra cost, there are huge benefits from the use of the University between residential courses.

What is the refund policy?

This programme follows the University's policy refund policy. The tuition and accommodation refund policy will be provided to successful applicants at the offer stage along with the course terms and conditions.

