

Policy 3-02: Design Assistance

In general, projects involving private individuals, businesses, and market rate developers are not eligible for design assistance. Occasionally, students provide services for small projects on a private fee basis, in accordance with the limitations of their ability to do so under state law (students may not replace registered architects or other professionals). We can facilitate this by posting a message for students. Please email requests of this kind to college@arch.utah.edu.

Non-profit organizations interested in landscape or garden design should contact the Landscape Architecture program at Utah State University. The University of Utah does not have a landscape program.

For a project to be assigned in a classroom setting, the project must fit the objectives of the course. A project may be very worthy, but not unique or complex enough to provide students with the right kind of educational experience. If that is the case, the department chair may refer a worthwhile project to the architecture or planning student organization, who may be able help with the project as a community service.

Design assistance may be offered in some studio classroom settings under the following four conditions:

- a. Projects must be sponsored by non-profit organizations or government entity; the sponsor will usually need to reimburse students for their expenses in reproductions and travel. An approved sponsorship agreement must be in place at least one month before the semester starts.
- b. Projects are likely to progress only to the point of schematic design and the “client” should not have the expectation that the use of students pre-empts the need for a registered architect or other professional to design or plan the project. ***The most useful design assistance that students can provide is to generate and test a number of design alternatives, provoke public discussion and awareness of the project or problem, and provide images for further use.***
- c. No studio instructor may assign work to students in a classroom for the purposes of private gain for that instructor or for the sponsor or for any other business or individual. Students retain an explicit and implicit copyright on all their work and cannot be compelled to relinquish that right to an instructor or to any sponsor or client.
- d. Timing is critical. Projects may only be assigned during semesters (August to December or January to May), and must be completed during those times. Usually instructors will need to have a full description of the project at least four months before the start of the term.

Sponsors who believe that they may meet these conditions should write a letter or email the Dean to be referred to studio instructors, who will make the final determination. Send a full description of the project, including, if possible, the site and the probable square footage, and why the project needs design assistance. Be sure to include contact information.