Ball State University

2025–2026 Program Application

Name _____

Address _____

City/State/ZIP _____

Phone _____

E-mail _____

BSU ID # _____

The College of Architecture and Planning (CAP) provides a transformative educational experience that shapes innovative design leaders. Students interested in studying **architecture, landscape architecture,** or **urban planning and development** will be reviewed for admission to the CAP First-Year Program after they've been admitted to the university. Admission to the CAP First-Year Program does not guarantee admission to one of these majors in the second year. Review the CAP admission criteria at **bsu.edu/cap/apply.**

Admission Preference

The College of Architecture and Planning admits new students and more advanced applicants into different studio tracks. Learn more about these tracks at **bsu.edu/cap/studiotracks.**

What is your CAP admission preference?

☐ Freshman Studio Track
(Early application submission increases your opportunity for entry into the Fall Studio Track. The Fall Studio Track runs from fall through spring semester. Spring Studio Track runs from spring through summer semester.)

☐ Advanced placement at the second-year level or higher, transferring from an accredited architecture, landscape architecture, or urban planning program.

Major Preference

Although students are not asked to declare majors until completion of the First-Year Program, **please indicate your current area(s) of interest.**

☐ Architecture
☐ Landscape Architecture
☐ Urban Planning and Development

What majors are you considering other than architecture, landscape architecture, or urban planning?

_____

Submit this application with all required materials to:

Lori Pence

R. Wayne Estopinal College of Architecture and Planning

Architecture Building, AB 508

Email: lpence@bsu.edu

Applicant signature (required) _____ **Date** _____

Deadlines

CAP has a competitive, rolling admission review process. Decision notification will be sent upon review. Students are strongly encouraged to apply as early as possible. First-priority consideration will be given to applications with all required materials received by **February 1, 2025.** Applications received after this date will be considered as space is available.

Students with outstanding academic records may be offered early admission and will be notified immediately following the review of their application materials.

Essay (REQUIRED)

Please submit a brief, typed essay (500 words maximum) addressing both of the following of the topics below. **Include your Full Name, City, Birth Date and Email Address at the top of your submittal.**

1. Describe a place in your community of which you are fond and would take a visitor to experience. In the same community, discuss another place that you find unacceptable and would like to change. Explain how you would preserve the character of the place you are fond of, and what you would change to help the place you find unacceptable. Optional: you are welcome to support your proposal with one or two original drawings of these spaces.

2. Describe a time when you experienced a setback and explain how you were able to overcome that setback.

Attach the essay to this form; your application will not be considered without it. Please sign your name to certify the authenticity of your essay.

Digital PDF Portfolio (optional)

Share your exploration of the world with images that demonstrate creativity. Examples may be drawings or sketches, 4H projects, visually oriented class projects, art projects, constructions, tree houses, gardens, or good photographs. The digital portfolio should be delivered in PDF format (save a Word or PowerPoint file as a PDF) with the filename consisting of your FIRST NAME and LAST NAME. Please try to minimize the file size of your digital portfolio. If the file size is less than 20MB, the file can be emailed to the College of Architecture and Planning at **cap@bsu.edu.** It is preferred that your digital portfolio file size is kept below 20MB. Visit our portfolio guidelines page for more information regarding the digital portfolio.

Do you plan to submit a portfolio? ☐ Yes ☐ No

Recommendation (minimum two are REQUIRED)

Identify up to three references who can speak to your abilities and personal character. Recommendations on official letterhead should be sent or emailed by the recommender to the R. Wayne Estopinal College of Architecture and Planning, Architecture Building Room 104, Ball State University, 2000 W. University Ave., Muncie, IN 47306 (attn: Undergraduate Admissions), or email Lori Pence at lpence@bsu.edu.

Program Reference

How did you learn about the Ball State College of Architecture and Planning?