



mathews & associates architects **cc**

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## **Mathews & Associates Architects' office policy on students, learners and scholars.**

Every year we are inundated with hundreds of requests by students or scholars to work-shadow for a day in our offices or for us to be interviewed by them. Unfortunately, if we grant every learner requesting a day of our time at our offices, we won't have the opportunity to work productively. We do indeed believe that by merely spending a day at an architect's office adds no true value, and does not reflect a real world scenario.

### **Our open day**

Every year we have an open day for students and scholars to cater for the above requests. Please phone and make an appointment for the open day. The open day is always on the **last Friday in July from 11h00 – 16h00**. This date is selected so that you have ample time to prepare for selection procedures at the various learning institutions. (And that you do not have to take time off from school)

Everyone at our firm; including architects, students and technologists would be available to answer your questions, be interviewed and assist with your entrance exam assignments.

(If we get more requests than we can handle, a second date would be added.)

## **Frequently asked requests and questions**

- **I need to visit an architectural practice as prerequisite for entrance to the course at a University.**

Book a place at the open day. By e-mailing us your detail. E mail to [admin@maaa.co.za](mailto:admin@maaa.co.za). Should we receive no bookings timeously, the open day would be cancelled.

- **I need to do a school project on an architect. May I come and visit?**

Visit our website [www.maaa.co.za](http://www.maaa.co.za). Also visit the websites of the Pretoria Institute for Architects ,SAIA and SACAP. A PDF Download of our CV is available on the website. You can buy *Detail Housed* and *Architexture* to learn more. You are welcome to visit on our open day (See open day above.)

- **I need more technical experience. What must I do?**

The best is to visit construction sites on your own time.

- **I am an architectural student and we need photos of your projects.**

Photos are available on the website. Please remember to reference correctly as the University is very strict on copyright policies.

- **I am an architectural student and we need technical drawings as precedents, can you supply me with a set of drawings?**

Unfortunately the drawings are confidential because of both copyright and security issues. We are not allowed to give them out as this infringes on the client's rights. (The location of safes, security systems and sensitive information might appear on the said drawings)

**See you at our open day or contact the Pretoria Institute for Architecture if you need to make an appointment with another practitioner.**