

Program Handbook



Program Handbook

Master of Industrial Design (MID)

2025-26 Academic Year

Arizona State University
Herberger Institute of Design and the Arts
The Design School

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Herberger Institute for Design and the Arts



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This handbook is updated annually. The most recent edition, as well as archived versions, can be found on The Design School's [graduate program handbook webpage](#). Questions about policies or content in this handbook should be directed towards the program coordinator, who can be reached through email at DesignGrad@asu.edu.

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Designer and Sun Devil,

Welcome! You've joined a community that believes in your potential to shape the future through design. You're here because you see the world differently—through a lens of curiosity, creativity, and purpose. At The Design School, you'll harness your talent, push boundaries, and develop projects that create real impact.

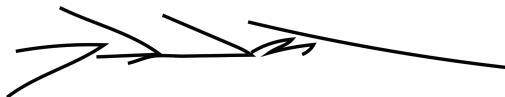
For over 70 years, The Design School has been at the forefront of innovation. Our graduates lead the design industry with imagination and integrity. They carry forward our commitment to community, collaboration, and design as a tool for transformation. You'll have access to a strong network of alumni, industry collaborators, and community partners ready to support you with mentorship and guidance as you navigate your studies and career.

You're joining a group of graduate students with unique backgrounds and perspectives, all united by a shared passion for creating a better future through design. Your voice is essential to our design community. We are all connected by our identity as designers, and your presence helps shape the future of our school.

As the director of The Design School, I'm honored to be part of this inspiring design community of students, faculty, and staff. Together, we're pushing the boundaries of what design is through interdisciplinary programs, global studios, and strong connections with industry and our local community.

As you embark on this next chapter of your design journey, I encourage you to engage fully and embrace the challenges and opportunities ahead. Introduce yourself, share your ideas, and take initiative—we're here to support you every step of the way.

With best regards and anticipation,



Paola Sanguinetti



Professor Paola Sanguinetti is the director of The Design School. She has two decades of teaching experience in architecture and computational design. She received a Bachelor of Architecture at the University of Kansas, a Master of Science in Advanced Architectural Design from Columbia University, and a PhD from the Georgia Institute of Technology, specializing in high performance buildings and design computation.

ASU Charter

ASU is a comprehensive public research university, measured not by whom it excludes, but by whom it includes and how they succeed; advancing research and discovery of public value; and assuming fundamental responsibility for the economic, social, cultural and overall health of the communities it serves.

Land Acknowledgement

ASU acknowledges the twenty-three Native Nations that have inhabited this land for centuries. Arizona State University's four campuses are located in the Salt River Valley on ancestral territories of Indigenous peoples, including the Akimel O'odham (Pima) and Pee Posh (Maricopa) Indian Communities, whose care and keeping of these lands allows us to be here today.

Inclusive Excellence

The Design School welcomes and co-creates new worlds with people of all abilities, ages, gender identities, languages, marital status, national origins, physical appearances, religion, sexual orientations, and socioeconomic status. Our faculty, staff, students, and partners have a participatory approach to design and collectively learn and generate knowledge about designing artifacts, tools, processes, and resources. We seek to enable everyone to thrive on their unique paths toward educational, professional, and personal success. Inclusive excellence is an ongoing process and requires continual evaluation, dialogue, and action.

The student-led Design Justice Initiative (DJI) has demonstrated the urgency with which we must act. Together with DJI and other partners, and in concert with other initiatives across campus, The Design School centers the perspectives of marginalized people by combatting structural oppression, including (but not limited to) white supremacy, xenophobia, patriarchy and misogyny, hetero- and cis-normativity, religious discrimination, and physical and neuro-ableism. The Design School at ASU does not discriminate on any protected basis in any of its programs or activities.

Inclusive Excellence relies on reciprocal and equitable communication among all the school's stakeholders in service to our shared values. We recognize that systemic injustices often go unnoticed, and we commit to intensifying our efforts to uncover and address them through transparent processes that are engaging and meaningful to the TDS community.

Admission

Graduate Admission Requirements

Applicants are eligible to apply to the program if they have earned a bachelor's degree from a regionally accredited institution.

Admission to a graduate degree in The Design School at ASU requires the following:

- A bachelor's degree grade point average of 3.0 or above on a 4.0 scale is encouraged for application. The last two years of applicant's undergraduate GPA records will be reviewed.
- GRE scores are not required for masters programs at The Design School.
- A personal interview is not required; however, a candidate wishing to visit the school is welcome to make arrangements by contacting designgrad@asu.edu.
- Applicants to The Design School graduate programs are required to complete a two-step application process. Applicants must submit the [Graduate College application](#) as well as [The Design School SlideRoom](#) application. For complete information on how to apply, please view the [steps to apply](#) on the admissions page.
- The Design School does not offer conditional admission. Students must meet requirements including [English Proficiency](#) requirements for international students.

Pre-Admission Credits

Credit hours completed at ASU or at another regionally accredited U.S. institution or international institution officially recognized by that country, before the semester and year of admission to an ASU graduate degree program, are considered pre-admission credits. With approval of the academic unit and the Graduate College, students may include a maximum of 12 graduate-level credit hours with grades of "B" or better that were not used towards a previous degree. Coursework taken while completing another degree awarded at another institution cannot apply to an ASU graduate degree, except for the blanket credit hours of appropriate coursework from a previously awarded master's degree that can be used towards a doctoral degree, or unless enrolled in an approved course-sharing degree program.

Pre-admission credits must have been taken within 3 years of admission to the ASU degree or certificate program to be accepted and are subject to review before approval. If special approval is granted for coursework older than 3 years from the admission term to apply towards the program, the maximum time limit may be updated to reflect the start date of the pre-admission coursework.

Tuition and Financial Aid

Tuition Estimator

Students can use the [tuition estimator](#) to calculate the cost of tuition for each semester per credit hour. Select the term, residency status, and the program. Resident tuition is capped at 7 credit hours in the fall and spring semesters. Non-resident tuition is capped at 12 credit hours. Summer tuition has no credit hour cap.

Cost of Attendance

The [standard cost of attendance tool](#) gives you the average amount students can expect to pay for tuition and fees, housing and food, books, course materials, supplies, and equipment, transportation, and personal expenses. These are averages and vary depending on factors like personal expenses, but they can help you estimate your costs for the year.

Program Fees

Program fees are assessed to all graduate students in the MArch. These fees provide:

- Financial Aid set aside – administered by financial aid office to eligible graduate design students;
- Clinical Faculty and Staff salaries;
- General support of programs that facilitate graduate education and professional development;
- Teaching and Research Assistantships;
- Other Student Support.

Scholarships

The Design School offers several different opportunities for scholarships in addition to [university-wide scholarships](#). The application cycle is September through January each year. More information can be found on The Design School's [Tuition and Paying for College page](#).

Teaching Assistant (TA)

Teaching Assistantships are appointed each term to a select number of graduate students who are excelling in The Design School. As defined by the Graduate College, “A graduate teaching assistant is a graduate student appointed part-time by the university whose primary responsibility is in an instructional capacity. Graduate teaching assistants may lecture, lead discussion groups, serve as an assistant to laboratory classes, tutor students, proctor examinations, grade tests and papers, and provide general assistance in the instructional process under the direct supervision of a faculty member.”

The Graduate Coordinator will notify students when the online application is available, typically January 15th through April 15th of each year. Some important notes:

- A new application must be submitted to The Design School each year in order to be considered.
- Teaching assistantships are limited to graduate students who are enrolled in at least 6 credit hours of graduate courses.
- Students who were assigned deficiencies upon admittance into the program are not eligible to serve in any TA/RA capacity until all deficiencies have been fulfilled. 3-year track students are not eligible until after they have completed their first year in the program.
- Hiring is selective and is based on review of applicant's qualifications.
- Hiring is done on a semester-by-semester basis.
- Hiring may be based on previous performance evaluations conducted by the supervisor.

Click [here](#) for more information including requirements, eligibility, and details.

The TA Handbook can be found [here](#).

Research Assistant (RA)

As defined by the Graduate College, “A graduate research assistant is a student appointed part-time by the university whose primary responsibilities are research related. Graduate research assistants assist faculty members in research and creative activities, perform administrative or editorial duties directly connected to research and creative activities, develop and evaluate instructional materials and/or curricula, or assume responsibilities for a designated research under the direct supervision of a faculty member.” Research assistantships are paid positions within a funded research project undertaken by faculty. Few faculty members in the school are engaged in funded projects. Your search for RA should not be limited to your design program. Other academic units could provide opportunities as Research Assistants. Please communicate with your Program Head to inquire about availability.

Western Regional Graduate Program (WRGP)

The Design School graduate programs participate in the Western Regional Graduate Program (WRGP) with the exception of the PhD program and online programs. This program provides 150% in-state tuition to students who can provide proof of 2 years of residency in a qualified WRGP state. To be approved for this program, you will need to fill out a simple application. The deadline for each term is as follows:

<u>Semester</u>	<u>Deadline</u>
Fall	June 1
Spring	November 1
Summer	April 1

Please find the list of states that participate and the application [online](#).

Program Governance

Administrative Staff

Director of The Design School: The Director of The Design School is the supervisory individual responsible for all programs, events, and outreach. They are also a faculty member in addition to the head of administration for The Design School.

Program Heads: Every academic program has one or more lead faculty members designated by the Director of The Design School. These individuals, the Program Heads, are responsible for the overall management of the programs. These responsibilities include curriculum supervision and exception approvals. To find the head of your program, please reference the [Leadership page](#) on The Design School website.

Program Coordinators: Program Coordinators are responsible for the coordination of a program, as well as academic advising for that program's students. To find your Program Coordinator, please reference the [Staff page](#) of The Design School Website.

Graduate College

The Graduate College is the body that oversees all graduate programs at Arizona State University and sets general standards for graduate programs. They have a separate Policy Manual that [can be found here](#). Please note that policies of The Design School may be stricter than general Graduate College policies.

Program Requirements

The Master of Industrial Design program is a studio-based program in which students learn to design new products, systems, services, experiences or businesses by envisioning the future. Students engage in research, brainstorming, idea visualization, prototyping and testing creative solutions that address different stakeholders' challenges while facing a new competitive industry environment.

During the program, students are encouraged to work in a transdisciplinary way to harness creativity to resolve problems and co-create solutions to improve the user experience, capturing value for the industry while being responsible for the environment. This program has two paths, a 2-year path for those with an undergraduate degree in industrial design and a 2 ½ year path for those without an undergraduate degree in industrial design.

Sample Plan of Study

Below is a sample plan of study for the 2 year path of the Master of Industrial Design program.

YEAR 1	FALL (15 credit hours)	
	IND 521 Advanced Industrial Design Studio I	5
	DSC 598 Principles of Collaboration in Design	3
	IND 504 Industrial Design Seminar: Contemporary Issues	1
	IND 544 Human Factors Systems and Documentation	3
	IND 598 Visual Storytelling for Industrial Design	3
	SPRING (14 credit hours)	
	IND 522 Advanced Industrial Design Studio II	5
	IND 548 Design for Sustainable Development	3
	DSC 501 Qualitative Research in Design	3
	Design Professional Elective	3
	SUMMER (2 credit hours)	
	IND 584 Internship	2
YEAR 2	FALL (15 credit hours)	
	IND 621 Advanced Industrial Design Studio III	5
	IND 598 Professional Practice and Product Innovation	3
	IND 584 Internship	1
	SOS Elective	3
	Design Professional Elective	3

SPRING (14 credit hours)

IND 622 Advanced Industrial Design Studio IV	5
IND 598 Principles of Design Entrepreneurship	3
Design Professional Elective	3
Design Professional Elective	3

Total credit hours: 60

Interactive Plan of Study (iPOS)

The Interactive Plan of Study (iPOS) is the listing of courses and academic activities that the student will need to satisfy in order to complete their degree. Each student is required to submit a Plan of Study no later than the end of the first semester. If the iPOS is not submitted by this deadline, a registration hold may be imposed until the iPOS has been successfully submitted. The iPOS can be accessed on MyASU under “My Programs”.

Students are required to meet with the coordinator each semester to be cleared for advising until the iPOS is filed. Additionally, students must have an approved iPOS before completing 50 percent of the credit hours required for their degree program.

All courses used towards meeting degree requirements must appear on an approved Plan of Study. The date on the Graduate College’s admission letter is the actual date of admission. If the student is enrolled in courses on the admission date, those courses—if applicable—may be considered part of a Plan of Study.

Internships

Students may be required to complete an internship as part of their standard course work depending on the curriculum for their program. Students who do not have a required internship in their program curriculum may choose to do one as an elective with the approval from their program. Internships are approved by The Design School in advance and can be completed anywhere in the world.

Students can access the internship policies on the [website](#). They will need to submit the internship contract via Handshake before the start of the internship and to obtain registration permissions. After the internship is complete, each student will need to submit a personal evaluation of their experience with the firm and their supervisor will submit an evaluation of their intern via Handshake. These evaluations need to be completed before a grade will be issued to the student.

International Students completing the internship will need to apply for Curricular Practical Training (CPT) through the International Student and Scholars Center (ISSC). The necessary steps to complete this process are located on the [ISSC website](#).

Satisfactory Academic Progress

All graduate students are expected to make systematic progress toward completion of their graduate program. This progress includes satisfying the conditions listed below, and achieving the benchmarks and requirements set by the individual graduate programs as well as the Graduate College. If a student fails to

satisfy the requirements of their program and/or the benchmarks outlined below, the student may be dismissed from their program based on the academic unit's recommendation to the Graduate College, at which time the Dean of the Graduate College makes the final determination.

Graduation

Students can apply for graduation for the semester in which they will fulfill their final degree requirements. From your My ASU, select the Graduation tab from My Programs and follow the online instructions. Please verify your iPOS is updated. Any remaining [Z grades](#) will need to be changed before graduating. More information can be found [online](#).

Class Registration

Graduate students in The Design School are expected to register themselves for courses in accordance with an outlined Plan of Study or a department approved alternate Plan of Study. A student's iPOS should align with the Plan of Study for that student, and any deviation from the Plan of Study should be reflected in the iPOS.

Information on how to use the course registration option in your MyASU can be found on the [University Registrar Services registration page](#).

Grades and GPA

Graduate students must maintain a minimum 3.00 (scale is 4.00 = "A") grade point average (GPA) to maintain satisfactory academic progress and to graduate. The minimum 3.00 GPA must be maintained on all GPA's (Plan of Study (iPOS) GPA, Overall Graduate GPA and Cumulative GPA).

- 1) The iPOS GPA is calculated on all courses that appear on the student's approved iPOS.
- 2) The Cumulative GPA represents all courses completed at ASU during the graduate career.
- 3) The Overall Graduate GPA is based on all courses numbered 500 or higher that appear on the transcript after admission to a graduate program (or graduate non-degree). This includes shared 500-level coursework taken as part of an approved accelerated bachelor's/master's program.

Courses lower than a "C" cannot appear on the iPOS but will be included when calculating the Graduate GPA. Courses with an "I" grade cannot appear on the iPOS.

Incomplete Grade Requests

The grade of "I"(incomplete) can only be given by an instructor when a student, who is doing otherwise acceptable work, is unable to complete a course (e.g., final exam or term paper) because of illness or other conditions beyond the student's control. The student must be passing the course at the time that a grade of "I" is issued. The student is responsible to first gain approval from their instructor for the grade of "I", and must complete the [required paperwork](#) to register this grade. Students who have experienced extreme hardship and unexpected setbacks that impede their ability to successfully complete a course may request a [Medical/compassionate withdrawal](#) from a course.

Graduate Students in The Design School are limited to 2 incompletes reflected on their transcript at any given time. Requests for more than 2 incompletes may result in being put on academic probation. An incomplete grade cannot be requested more than 3 weeks before the end of the course it is requested for. Incomplete grades in courses offered by The Design School are expected to be completed within 8 weeks of the end of the semester they are issued. Only in extreme situations and with Program Leadership Approval may the completion deadline extend beyond 8 weeks. If the coursework has not been completed within one calendar year from the date of the request for a grade of incomplete, the grade of "I" will become permanent.

Continuous Enrollment

Once admitted to a graduate degree program, students must be registered for a minimum of one graduate-level credit hour during all phases of their graduate education, including the terms in which they are admitted and in which they graduate. Registration for every fall semester and spring semester is required. Summer registration is required only if it is the term in which they were admitted or the term in which they are completing a culminating experience. Students who have completed all requirements for the degree, but have not yet defended a thesis, independent project, or applied project may register for DSC 595: Continuing Registration. Failure to do so will result in the student's removal from the program and the need to reapply. Students have 6 years to complete a Master's degree.

Leave of Absence

Graduate students planning to leave the program for a semester or more must submit a Leave of Absence (LOA) request via their iPOS. This request must be submitted and approved before the beginning of the semester in which they plan to not register. Students may request a maximum of two semesters of leave during their entire program. Having an approved LOA by the Graduate College will enable students to re-enter their program without re-applying to the university. Students with an approved LOA are not required to pay tuition and/or fees, but in turn are not permitted to place any demands on university faculty or use any university resources including university libraries, laboratories, recreation facilities, or faculty and staff time. Students who do not register for a fall or spring semester without an approved LOA will be withdrawn from the university. Students removed for this reason may reapply for admission.

Academic Probation and Dismissal

Students who do not meet satisfactory academic progress in a given semester may be placed on Academic Probation. Definitions of Satisfactory Academic Progress can be found in both The Graduate College Policy Manual and this handbook. Academic Probation is a formal action plan defined by the Program Coordinator and Program Head which must be followed. Failure to agree to or uphold the Academic Probation's corrective action plan will result in being dismissed from the program. A student who successfully completes two consecutive semesters of their corrective action plan will be taken off of Academic Probation.

While on academic probation, only reasonable accommodations filed in advance with the [Student Accessibility and Inclusive Learning Services](#) office will be accepted. Extension requests and Incomplete

Grade requests will not be accepted. Students experiencing extraordinary circumstances may request a medical or compassionate withdrawal. [Medical/compassionate withdrawals](#) require relevant and detailed supporting documentation for consideration. Approval is at the discretion of the department and there is no guarantee a request will be approved.

Degree Maximum Time Limit

All work toward a master's degree must be completed within six consecutive years. The six years begin with the semester and year of admission to the program. Graduate courses taken prior to admission that are included on the iPOS must have been completed within three years of the semester and year of admission to the program. If coursework completed over 3 years ago is being applied towards a degree program as pre-admission coursework, the maximum time limit may be updated to reflect the start date of the pre-admission coursework. Programs may require a shorter time limit for degree completion in the program's handbook.

Any exception to the time limit policy must be approved by the supervisory committee, the head of the academic unit and the Dean of the Graduate College. The Graduate College may withdraw students who are unable to complete all degree requirements and graduate within the allowed maximum time limits.

Committee Member Selection

Students within a studio-based Masters program in The Design School should select their program head as their committee chair in their iPOS. Students who are pursuing a research focused degree program will have a chair assigned to them upon admission to their program.

For graduate programs requiring a thesis, dissertation, or written examination, the supervisory committee comprises a minimum of three members, including a chair or two co-chairs. At a minimum, the Chair or Co-Chair of the committee is required to be ASU faculty or an approved faculty affiliate.

Tenured/tenure-track faculty may serve as members of a master's graduate supervisory committee, chair or co-chair. Only [Graduate Faculty](#) approved by the Graduate College can serve on a PhD committee.

The chair of a student's committee must be from the student's degree program and should be carefully selected by the student to guide their work.

Grievance Process

Academic Probation

There is no appeal from the action of being placed on probation. Probation provides a warning to the student of the potential for suspension and/or dismissal.

Grade Dispute and Academic Grievance

The first step for any grade dispute or academic grievance is addressing the faculty directly. Students should consult with the faculty member in an effort to resolve the problem. If this meeting does not result

in a satisfactory resolution of the problem, the student should submit an [TDS Informal Course Grievance and Academic Concern Form](#). Conditions and limitations of the grievance are outlined in the grievance form. These grievances and disputes are reviewed by The Design School Standards Committee as well as the Director of The Design School.

Should a student wish to appeal this ruling, they may raise their concern to the HIDA Deans Office by submitting an [Academic Affairs Report](#). Learn more about [Academic integrity and grading disputes](#).

Academic Integrity Policy

The ASU student honor code affirms the commitment of ASU to uphold the values, principles, and ethics of academic integrity. All students are expected to follow the code which states:

“We, the students of Arizona State University, have adopted this code as an affirmation of our commitment to academic integrity and our participation in ethical education. We embrace the duty to uphold ASU’s Honor Code, and in light of that duty, We promise to refrain from academic dishonesty. We pledge to act with integrity and honesty to promote these values among our peers. We agree to always abide by the [Sun Devil Way](#) and uphold the values of the [New American University](#).”

Every student is expected to produce original, independent work. Any student whose work indicates a violation of the ASU Academic Integrity Policy including cheating, plagiarism, and dishonesty will be subject to disciplinary action. Plagiarism is defined as deliberately passing off someone else’s words or ideas as your own. All necessary and appropriate sanctions will be issued to all parties involved with plagiarizing any and all course work. Plagiarism and any other form of academic dishonesty that is in violation with the Student Code of Conduct will not be tolerated. Arizona State University and the Herberger Institute for Design and the Arts expect the highest standards of academic integrity from all students. Failure to meet these standards may result in suspension or expulsion from the university or other sanctions as specified in the [ASU Student Academic Integrity Policy](#), “[e]ach student must act with honesty and integrity, and must respect the rights of others in carrying out all academic assignments.” This policy also defines academic dishonesty and sets a process for faculty members and colleges to sanction dishonesty. Violations of this policy fall into five broad areas that include but are not limited to:

- Cheating on an academic evaluation or assignments
- Plagiarizing
- Academic deceit, such as fabricating data or information
- Aiding Academic Integrity Policy violations and inappropriately collaborating
- Falsifying academic records

Instructors sanction any incidents of academic dishonesty in their courses using University and HIDA guidelines. Should you have any question about whether or not something falls subject to this clause, feel free to ask your instructor or review the university policy on academic integrity at the above link. Per ASU policy, a student may not avoid the consequences of academic dishonesty by withdrawing from a course, and may be placed back in the course in order to face sanctions resulting from academic integrity violations. You are responsible for abiding by this policy.

If you have more questions, please refer to the [best practices guide for maintaining academic and research integrity](#).

Student Code of Conduct

ASU adheres to a university-wide [Student Code of Conduct](#). The philosophy behind this policy states, “The aim of education is the intellectual, personal, social, and ethical development of the individual. The educational process is ideally conducted in an environment that encourages reasoned discourse, intellectual honesty, openness to constructive change, and respect for the rights of all individuals. Self-discipline and a respect for the rights of others in the university community are necessary for the fulfillment of such goals.” The Student Code of Conduct is designed to promote these principles at each of the state universities. You are expected to treat faculty, staff, and your fellow students with respect and kindness. In all correspondence, you should show respect for the viewpoints of others who may disagree with you or see things from a different perspective. Criticizing, ridiculing, insulting, or belittling others will not be accepted. Keep in mind that electronic communications do not have the advantage of nonverbal cues that are typically taken into account during interpersonal communication. Humor or satire can sometimes be misinterpreted in strictly electronic communication forums. In addition, all students should be aware of their [Rights and Responsibilities](#) at Arizona State University.

Campus Resources

[ASU Library](#): The ASU Library is available to all ASU students. Resources can be accessed both in person and online. Times for in person services can be found on the library website.

[Career Services](#): Career Services assists students and alumni in professional development. This includes resume review and interview preparation services. Creative Career Services is a section of Career Services dedicated to students of the Herberger Institute of Design and the Arts.

[Counseling Services](#): ASU Counseling Services includes 24/7/365 Open Call and Open Chat and telehealth individual sessions for Sun Devils anywhere in the world, at any time of day or night.

[Health Services](#): ASU Health Services is dedicated to the well-being and educational success of each individual student by providing high-quality health care that is accessible, affordable and compassionate.

[International Students and Scholars Center](#): The International Students and Scholars Center advises students through the visa process and other international student issues.

[Pat Tillman Veterans Center](#): The Pat Tillman Veterans Center serves the students and families who have served our country by helping them succeed on their college journey and preparing them for life after they graduate.

[Parking and Transportation Services](#): ASU's Parking and Transportation Services provides parking and transportation support to Sun Devils and visiting guests across all four campuses.

[Student Accessibility and Inclusive Learning Services](#): ASU Student Accessibility and Inclusive Learning Services is the central campus resource for students with disabilities to ensure access to their education and help increase awareness in the university community.