

**REGULATION ON EDUCATION, INSTRUCTION, AND EXAMINATIONS OF YEDITEPE  
UNIVERSITY FOREIGN LANGUAGE PREPARATORY PROGRAMS**

**SECTION ONE**

**Purpose, Scope, Basis and Definitions**

**Purpose and Scope**

**ARTICLE 1 – (1)** The purpose and scope of this Regulation are to set forth the procedures and principles to be applied in the education and instruction to be conducted in the foreign language preparatory programs of Yeditepe University.

**Basis**

**ARTICLE 2 – (1)** This Regulation has been prepared on the basis of Articles 14 and 49 of the Higher Education Law No. 2547 dated 4/11/1981.

**Definitions**

**ARTICLE 3 – (1)** The following terms used in this Regulation shall have the meanings ascribed to them below:

- a) Preparatory Program: Foreign language preparatory programs of Yeditepe University,
- b) Undergraduate: Higher education comprising a program of at least eight semesters,
- c) Rector: The Rector of Yeditepe University,
- ç) Rectorate: The Rectorate of Yeditepe University,
- d) Senate: The Senate of Yeditepe University,
- e) TOEFL: Test of English as a Foreign Language,
- f) University: Yeditepe University,
- g) **(Annex: OG-21/7/2019-30838)** TORFL: Test of Russian as a Foreign Language,
- ğ) **(Annex: OG-23/12/2019-30987)** TestDaF: Test Deutsch als Fremdsprache certificate,
- h) **(Annex: OG-23/12/2019-30987)** DSH: Deutsche Sprachprüfung für den Hochschulzugang certificate,
- ı) **(Annex: OG-23/12/2019-30987)** ZDfB: Zertifikat Deutsch für den Beruf certificate,
- i) **(Annex: OG-18/9/2025-33021)** ÖSD: Österreichisches Sprachdiplom certificate,
- j) **(Annex: OG-18/9/2025-33021)** TELC: The European Language Certificates, valid only in German Preparatory Program Proficiency Examinations..

**SECTION TWO**

**Principles Regarding Instruction**

**Duration of Instruction**

**ARTICLE 4 – (Amended: OG-23/12/2019-30987)**

(1) The English Preparatory Program consists of three academic semesters: Fall, Spring, and Summer. However, the preparatory programs of Translation and Interpretation, English Language and Literature, Russian Language and Literature, English Language Teaching, Political Science and International Relations (French), and the Vocational School (30% German) consist of the Fall and Spring semesters; summer instruction may be organized for these programs. The International Business Administration (German) Preparatory Program consists of three academic semesters: Fall, Spring, and Summer.

**Language Proficiency Examination**

**ARTICLE 5 – (1)** At the beginning of each academic year, a foreign language proficiency examination is administered on the date, time, and place announced by the Rectorate.

(2) Newly admitted students, as well as those currently enrolled in the Preparatory Program, may take this examination.

(3) Students who score at least 60 out of 100 on the examination are deemed successful.

(4) The validity period of the foreign language proficiency examination for undergraduate education is two years.

(5) No excuses are accepted for absence from the language proficiency examination.

(6) **(Amended: OG-18/9/2025-33021)** Students who, within two years prior to the date of the proficiency examination, have taken the TOEFL, entered the University's institutional code,

and documented a score of at least 79 on the internet-based test (IBT) shall be exempted from the examination. For TOEFL results to be valid, the test must have been taken at centers recognized by the University. Students of English Language Teaching, English Language and Literature, and Translation and Interpretation must document a score of at least 90 on the TOEFL IBT to be exempted. Students who, within two years prior to the date of the proficiency examination, have taken the TORFL and documented an average of 80 at the B1 level, shall be exempted from the Russian Preparatory Program. For TORFL results to be valid, the test must have been taken at centers recognized by the University

(7) Students of the Faculty of Fine Arts in the Departments of Graphic Design, Fashion and Textile Design, Plastic Arts and Painting, Art Management, and Theatre, as well as students of the School of Applied Sciences, must score at least 50 out of 100 on the proficiency examination to be considered successful.

(8) Students of English Language Teaching, English Language and Literature (**Amended: OG-21/7/2019-30838**), Russian Language and Literature, and Translation and Interpretation must score at least 65 out of 100 to be considered successful. In addition, students of English Language Teaching, English Language and Literature, and Translation and Interpretation must obtain at least 60 out of 100 in both speaking and writing components of the examination.

(9) The proficiency examinations of the Political Science and International Relations (French), International Business Administration (German) (**Amended: OG-23/12/2019-30987**), and Vocational School (30% German) Preparatory Programs consist of written and oral sections. Other provisions are as follows:

a) Students of Political Science and International Relations (French) who document a score of at least 50 out of 100 on the Diplôme d'Études en Langue Française B2 (DELFB2) examination shall be exempted from the French proficiency examination. For DELFB2 results to be valid, the test must have been taken at centers recognized by the University.

b) Students of International Business Administration (German) who document B2 level proficiency in German by obtaining certificates from one of the following examinations: Test Deutsch als Fremdsprache (TestDaF), Goethe-Zertifikat, Deutsche Sprachprüfung für den Hochschulzugang (DSH), Deutsches Sprachdiplom Stufe II (DSD II), Zertifikat Deutsch für den Beruf (ZDfB), Österreichisches Sprachdiplom (ÖSD) (**Amended: OG-18/9/2025-33021**), or TELC (The European Language Certificates), shall be exempted from the German proficiency examination. For these results to be valid, the test must have been taken at centers recognized by the University.

c) (**Amended: OG-23/12/2019-30987**) Students of the Vocational School (%30 German) who document B1-level German proficiency by presenting results from one of the following: TestDaF, Goethe-Zertifikat, DSH, Deutsches Sprachdiplom Stufe II (DSD II), Zertifikat Deutsch für den Beruf (ZDfB), Österreichisches Sprachdiplom (ÖSD) (**Amended: OG-18/9/2025-33021**), TELC (The European Language Certificates), are exempt. For validity, results must be obtained from a test center recognized by the University.

#### **Language Placement Test**

**ARTICLE 6 –** (1) Newly enrolled students who fail or do not take the foreign language proficiency exam must take the foreign language placement test. Students continuing in the Preparatory Program who take but fail the proficiency exam may also retake the placement test..

(2) Excuses are not accepted for the placement test.

(3) Students' levels are determined according to their scores and they are placed into one of the foreign language preparatory groups specified in Article 10. For students of English Language and Literature (**Amended: OG-21/7/2019-30838**), Russian Language and Literature, English Language Teaching, and Translation and Interpretation, no placement test is held. These students are assigned to instructional groups based on the scores they obtained in proficiency exams administered by their respective programs.

### **Quizzes, Midterm Exams, and Make-up Exams**

**ARTICLE 7** – (1) In each instructional group, a number of midterm exams deemed appropriate by the Preparatory Program Coordination are administered during each semester.

(2) A student who, for a reason approved by the Preparatory Program Coordination, cannot take a midterm exam is eligible for a make-up exam, provided that the student submits a request within three days of the exam date along with supporting documentation to the appropriate coordination offices of the language preparatory programs. There is no second opportunity to take the make-up exam.

(3) In-class work may include quizzes, with or without prior notice, not exceeding the duration of one class hour.

### **Final Exam and Semester Grade**

**ARTICLE 8** – (1) At the end of each academic semester, a final exam is administered in each instructional group.

(2) For a student to be considered successful, they must meet the attendance requirement, score at least 50 out of 100 in the final exam, and achieve a semester grade of at least 60.

(3) The semester grade is calculated by weighting: 30% from the average of midterm exams, 20% from in-class work, 10% from class participation, and 40% from the final exam average.

(4) For English Language Teaching, English Language and Literature (**Ammended: OG-21/7/2019-30838**), Russian Language and Literature, and Translation and Interpretation programs, the semester grade is calculated by weighting: 50% from the average of midterm exams, 25% from the student portfolio, 15% from short quizzes, and 10% from class participation. In order for students in any instructional group to qualify for the proficiency exams held at the end of the semester, their semester grade must be at least 60 out of 100.

(5) Appeals to the results of the final exam must be submitted within three business days following the announcement of the results.

### **Right to a Resit Exam**

**ARTICLE 9** – (1) Each student who fails the final exam is entitled to one resit exam. To pass, the student must score at least 50 out of 100 and achieve a semester grade of at least 60. A score of 49 or lower and/or a semester grade below 60 results in failure, and the student must repeat the group.

(2) Students of Political Science and International Relations (French), International Business Management (German) (**Ammended: OG-23/12/2019-30987**), and Vocational School (30% German) programs must fulfill the attendance requirement and the following conditions:

a) Students who score at least 60 out of 100 in the final exam but receive a semester grade between 50–59 are entitled to a resit exam. A score of 59 or lower in this exam results in failure, and the student must repeat the group.

b) Students who score between 50–59 in the final exam but achieve a semester grade of 60 or higher are entitled to a resit exam. A score of 59 or lower in this exam results in failure, and the student must repeat the group.

(3) Students of English Language Teaching, English Language and Literature (**Ammended: OG-21/7/2019-30838**), Russian Language and Literature, and Translation and Interpretation programs who score 60–64 on the final foreign language proficiency exam are granted a resit exam.

(4) Students who fulfill the attendance requirement but miss the final exam due to valid excuses are granted a resit exam.

(5) No excuses are accepted for the resit exam.

### **Instructional Groups of Foreign Language Preparatory Programs**

**ARTICLE 10** – (1) Instruction and education in the Preparatory Program is carried out in the following three instructional groups:

a) Group A (Council of Europe Language Standards A1–A2 Levels): A student who is successful in this group proceeds to Group B1. In case of failure, the student repeats Group A.

b) Group B1: A student who is successful in this group proceeds to Group B2. In case of failure, the student repeats Group B1.

c) Group B2: A student who is successful in this group begins their undergraduate program. In case of failure, the student repeats Group B2.

(2) The Senate may decide that, for transfer to faculties, completion of a group other than Group B2 in the Preparatory Program shall be sufficient, allowing students who have successfully completed the designated groups to proceed to their faculties.

(3) For English Language Teaching, English Language and Literature, and Translation and Interpretation programs, preparatory instruction may be divided into sub-groups according to proficiency levels within each instructional group, as follows:

a) Group A (beginner level): Students who scored 44 or lower in the language proficiency exam.

b) Group B (intermediate level): Students who scored between 45–54.

c) Group C (advanced level): Students who scored between 55–64.

(4) For Political Science and International Relations (French) and **(Repealed: RG-23/12/2019-30987) (...)** **(Amended: RG-21/7/2019-30838)** Russian Language and Literature (Russian) programs, instruction is conducted in the following two groups:

a) Group A (Council of Europe Language Standards A1–A2 Levels): The duration of instruction is one semester. At the end of this period, a student who is successful in Group A proceeds to Group B. In case of failure, the student continues in Group A.

b) Group B (Council of Europe Language Standards B1–B2 Levels): The duration of instruction is one semester. At the end of this period, a student who is successful proceeds to their program. In case of failure, the student repeats Group B.

(5) **(Amended: RG-23/12/2019-30987)** For the International Business Management (German) preparatory program, instruction is conducted in the following three groups:

a) Group A (Council of Europe Language Standards A1–A2 Levels): The duration of instruction is one semester. At the end of this period, a student who is successful proceeds to Group B. In case of failure, the student continues in Group A.

b) Group B (Council of Europe Language Standards B1–B2 Levels): The duration of instruction is one semester. At the end of this period, a student who is successful proceeds to Group C1. In case of failure, the student continues in Group B.

c) Group C1 (Council of Europe Language Standards C1 Level): The duration of instruction is one semester. At the end of this period, a student who is successful proceeds to their undergraduate program. In case of failure, the student repeats Group C1.

(6) **(Amended: RG-23/12/2019-30987)** For the Vocational School (30% German) program, instruction is conducted in the following two groups:

a) Group A (Council of Europe Language Standards A1–A2 Levels): The duration of instruction is one semester. At the end of this period, a student who is successful proceeds to Group B1. In case of failure, the student continues in Group A.

b) Group B1 (Council of Europe Language Standards B1 Level): The duration of instruction is one semester. At the end of this period, a student who is successful proceeds to their program. In case of failure, the student repeats Group B1.

#### **Devam zorunluluğu**

**MADDE 11** – (1) Hazırlık Programlarında devam zorunludur. Yarıyıl içinde mazeretli ya da mazeretsiz ders/saat bazında öğretim süresinin %20'sini aşan devamsızlık halinde, öğrenci yarıyıl sonu sınavına girme hakkını kaybeder ve öğrenim gördüğü grubu tekrar eder.

#### **Right to a Resit Exam and Transfer to Programs Conducted in Turkish**

**ARTICLE 12** – (1) Students who fail to successfully complete the Preparatory Program within two academic years may freeze their enrollment without paying tuition and take the foreign language proficiency exam administered at the beginning of the following academic year.

(2) Regardless of whether they attend classes, students in any instructional group may take the foreign language proficiency exam administered at the beginning of the academic year.

(3) Students who, despite attending the compulsory preparatory class of the higher education program to which they were placed through the Student Selection and Placement System (ÖSYS), the Transfer from Associate Degree to Bachelor's Degree Examination (DGS), or the Entrance Examination to Higher Education for Children of Overseas Employees (YÇS), excluding placements based on special talent examinations, fail the preparatory class may, upon application, be placed by the Student Selection and Placement Center (ÖSYM) in the first year of undergraduate programs conducted in Turkish that are equivalent to the program in which they failed the preparatory class. If no such equivalent program conducted in Turkish exists, they may be placed in the first year of programs close to the one to which they were originally placed

### **PART THREE**

#### **Final Provisions**

##### **Repealed Regulation**

**ARTICLE 13 –** (1)The Regulation on Education, Instruction, and Examinations of Yeditepe University Foreign Language Preparatory Programs published in the Official Gazette dated 13/8/2015 and numbered 29444 has been repealed.

##### **Entry into Force**

**ARTICLE 14 –** (1) This Regulation shall enter into force as of the beginning of the 2017–2018 academic year, on the date of its publication.

##### **Execution**

**ARTICLE 15 –** (1)The provisions of this Regulation shall be executed by the Rector of Yeditepe University.

	Date and Number of the Official Gazette in which the Regulation was Published		
	Date	30405	
	Number		
	28/4/2018		
	Dates and Numbers of the Official Gazettes in which the Amending Regulations were Published		
Date	Number	30838	
1.	21/7/2019		
2.	23/12/2019		30987
3.	18/9/2025		33021