

From Yeditepe University:

**Yeditepe University
Associate Bachelor's and Undergraduate, Education-Instruction and
Examination Regulation**

**PART ONE
Purpose, Scope, Basis and Definitions**

Purpose

ARTICLE 1. (1) The purpose of this Regulation is to set out the common principles to be applied in the education and instruction, admission, registration, student affairs, double major and minor programs, and exams at associate bachelor's and undergraduate level in faculties and other undergraduate schools at Yeditepe University.

Scope

ARTICLE 2. (1) This Regulation covers common provisions regarding the associate bachelor's and undergraduate education-instruction programs, the examinations and assessments, student admission and registration, double major and minor program procedures applied at Yeditepe University.

Basis

ARTICLE 3. (1) This Regulation has been prepared on the basis of article 14 and 44 in the Higher Education Law no. 2547 dated 4/11/1981.

Definitions

ARTICLE 4. (1) The following terms and expressions mentioned in this regulation refer to the entities as shown below (Different Official Gazette. 22.08.2016/29809 no.)

- a. Double major program: The program that enables students who fulfil the required conditions to take courses from two diploma programs at the same higher education institution simultaneously and receive two separate diplomas,

b) Grade Point Averages: The total credit points obtained from a course and calculated by multiplying the credit value of the course. It is indicated as CGPA in the student records.

c) The Concerned Board: The faculty board at faculties and the graduate school board at graduate schools at Yeditepe University.

ç) The Board of Trustees: The Yeditepe Board of Trustees

d) Normal Period of Study: It is eight semesters for the four-year undergraduate programs, ten semesters for the five-year undergraduate programs and twelve semesters for the six-year undergraduate programs.

e) Senate: The Yeditepe University Senate

f) University: Yeditepe University

g) Minor Program: Provided that they meet certain requirements, students enrolled in an undergraduate program may additionally enroll in a “Minor Program” which incorporates a certain number of courses offered by another undergraduate program. The students who complete this program receive a certificate (a minor program certificate).

h) Semester: The period consisting of at least four weeks

i) Summer School: In addition to the spring and fall term, it is a period consisting of at least seven weeks with the goal of receiving intense education.

PART TWO

Admission and Registration Requirements

Quotas and Tuition Fees (Different Official Gazette. 22.08.2016/29809 no.)

ARTICLE 5 - (1) The number of students to be accepted to the University, with and without scholarships, is determined by the Board of Trustees upon the proposal of the Senate every year in order to be submitted to the approval of the Higher Education Council.

(2) Annual tuition fees are re-determined by the Board of Trustees for each academic year. Students who cannot pay the annual tuition fee on the specified dates will not be enrolled or their registrations will not be renewed.

(3) The students shall pay the full tuition fee even if they take courses under the credit of the semester which they are responsible for under the provisions of Article 23 during normal education.

(4) The student who cannot graduate at the end of the regular education period will pay the tuition fee determined by the Board of Trustees for each course to be repeated. The semester fee is paid if there are three or more courses to be repeated.

Student Admission

ARTICLE 6 - (1) Student admission to faculties and other undergraduate schools at Yeditepe University is carried out in accordance with the results of the Selection and Placement Examinations administered by the Student Selection and Placement Center and the other administrative procedures specified by the Board of Higher Education.

(2) Candidates who apply to programs via special talent tests are admitted according to the results of the examinations made by the University in the framework of the principles determined by the Higher Education Council.

First Enrollment

ARTICLE 7 - (1) Candidates who are placed in a program via the central placement system must apply to the Student Affairs Directorate of the University within the period determined

by OSYM. The registration period for students admitted via the special talent test result is determined by the Senate.

(2) The documents required for registration must be originals or certified by the University. With regard to military service status, the procedure is based on the declaration of the candidate.

Course selection and registration period (Different Official Gazette, 22.08.2016 / 29809 no.)

ARTICLE 8 - (1) In order to register to a course, students are required to pre-register at the electronic course registration system of the university for the courses they want to take within the period announced by the Rectorate. At the end of the pre-registration period, the students will register to the courses during the registration period indicated in the academic calendar.

(2) Upon the applications of the students who are unable to register within these dates, their excuses are examined by the relevant board of directors and the students whose excuses are valid can register until the end of add-drop period. After the end of the add-drop period registration is not possible; If their excuse continues after the end of this period, the student is considered to be temporarily absent for the relevant semester.

Admission of Foreign Students

ARTICLE 9 - (1) With regard to students of foreign citizenship, procedures are carried out in accordance with the provisions determined by the Senate.

Student Transfers

ARTICLE 10 - (1)In the transfers within the university and from other universities, the principles determined by the Regulation on the Principles of Transition Between Associate Bachelors and Undergraduate Level Programs in Higher Education Institutions, Credit Transfer between Double Major, Minor and Institutions, published in the Official Gazette dated 24/4/2010 and numbered 27561, and the principles determined by the Senate shall apply.

Graduate Transfer

ARTICLE 11 - (1) For graduate transfers, the provisions of the Regulation on Continuing to Undergraduate Studies from Vocational Schools and Open Education Associate Degree Programs published in the Official Gazette dated 19/2/2002 and numbered 24676 shall apply.

Special Students

ARTICLE 12 - (1) Special students are those who are allowed to audit some of the courses to acquire information. Special students are not awarded diplomas, but are issued special student identity cards and a document showing the courses and grades received upon their request.

(2) Applications of special students for any semester are reviewed and decided on by the faculty or college board of directors, by obtaining the opinion of the relevant division. This decision specifies the courses or programs the students are granted permission to audit.

(3) Exemption provisions for courses taken in the special student status are settled by the relevant board of directors.

(4) A special student may take up to three courses in a semester.

(5) Special students are required to pay tuition fees determined by the University according to the provisions of the relevant legislation.

(6) The provisions of this Regulation and other relevant legislation are applied to special students.

Student ID card

ARTICLE 13 - (1) A photographic identification card is issued by the Student Affairs Directorate of the University to students who have completed registration or renewal of the registration. The student card can be renewed by the student if the card is lost or worn out.

(2) The student who has graduated or has been dismissed from the University must return the identification card.

PART THREE

Principles Regarding Education-Instruction

Instruction (Different Official Gazette, 22.08.2016 / 29809 no.)

ARTICLE 14 - (1) Excluding the programs giving education on a yearly basis, education is arranged according to fall and spring semesters and based on a course schedule with course passing principle.

Academic Year (Different Official Gazette, 22.08.2016 / 29809 no.)

ARTICLE 15 - (1) Each semester consists of two semesters (fall and spring with each consisting of at least fourteen weeks) excluding final examination periods.

(2) In addition to the fall and spring semesters, a non-compulsory Summer School can be scheduled with the decision of the Senate and announced in the academic calendar.

(3) The duration and dates of registration, course, examinations and similar activities in an academic year are regulated by the Senate through the academic calendar.

Period of Instructions (Different Official Gazette, 22.08.2016 / 29809 no.)

ARTICLE 16 - (1) Period of normal education (except for the foreign language preparatory class) is eight semesters for the four-year undergraduate programs, ten semesters for the five-year undergraduate programs and twelve semesters for the six-year undergraduate programs.

(2) Maximum duration of instruction is up to four years in associate degree programs, a maximum of seven years in four-year undergraduate programs, a maximum of eight years in five-year undergraduate programs and a maximum of nine years in six-year undergraduate programs, regardless of whether or not they register for the semester. Laws no 2547 and other relevant legislations shall apply to those who cannot graduate during these periods.

(3) The period during which a student has received a penalty of dismissal shall be counted from the time specified in the first paragraph.

Language of Education

ARTICLE 17-(1) The language of education and instruction at Yeditepe University is English. However, education and instruction may be carried out in languages other than English. In addition, with the proposal of the related boards and approval of the Senate, certain courses may also be carried out in languages other than English in special cases.

Foreign Language Proficiency and Exemption

ARTICLE 18 - (1) Students newly enrolled and those who have applied for a transfer are given a foreign language proficiency examination prepared by the unit responsible for foreign language preparatory training in order to determine the levels of their knowledge of the language other than Turkish in which they are to receive education and instruction. Students whose knowledge of foreign language is found adequate as a result of this examination are registered in the associate bachelor's or undergraduate program they have been placed.

(2) These students are exempted from Foreign Language Proficiency Test:

a. Students who graduated in the last three years from a secondary education institutions in which the education language is in the native language of the country and the citizens of that country attend.

b) Being successful in tests for the purpose of determining the minimum level of foreign language required for foreigners in countries where the mother tongue is the language of education and being successful in tests done according to the provisions of the Yeditepe University Foreign Language Preparatory Program Training-Examination and Examination Regulations, published in the Official Gazette dated 25/9/2013 and numbered 28776.

c) Those who have achieved the score determined by Senate over 100 full points in foreign language exams made by Student Selection and Placement Center (ÖSYM), which are equivalent to the examinations in the (b) sub-heading of this paragraph by the Higher Education Executive Board.

Foreign language preparation programs

ARTICLE 19 - (1) The foreign language preparation program is applied according to the provisions of the Yeditepe University Foreign Language Preparatory Program Education-Instruction and Examination Regulations.

Curriculum

ARTICLE 20 - (1) (Different Official Gazette, 22.08.2016 / 29809 no.) Each undergraduate and associate degree curriculum consists of a course, laboratory, practice, workshop, studio, internship, graduation project, seminar and similar studies and of the distribution of these studies as courses according to semesters. The basic principles are as follows:

a) Courses in the curriculum are determined as compulsory, elective, prerequisite courses..

1) Compulsory course; the course must be taken in order to graduate from the department where the student is registered.

2) Legal compulsory course: They are the courses specified in Article 5 of Law No. 2547.

3) Elective course: This is the course opened as an elective course in the curriculum. Students must successfully complete the department elective or free elective course. Another elective courses may be substituted for failed elective courses.

4) Prerequisite course; the student must be successful in a certain compulsory course in the previous semesters to register this course.

b) Internship; Guidelines stating the principles of internships in departments and programs for which internship obligations are required are prepared by the faculties taking into account the characteristics of the relevant departments and are applied with the approval of the Senate. The final result of the internship is stated as successful / unsuccessful, or a grade.

c) Graduation project; The departments and programs that are subject to the graduation project are prepared by the faculty by taking into consideration the features of the departments and are applied with the approval of the Senate. The final result of the graduation project is stated as successful / unsuccessful, or a grade.

(2) The scope, content and amendments of a program is prepared by the relevant department and decided by the Senate with the proposal of the relevant faculty board.

(3) (**Different Official Gazette, 22.08.2016 / 29809 no.**) Issues concerning the students adaptation process related to the changes to be made in the curriculum are prepared by the relevant department and decided by the relevant faculty board of directors.

Course taking and registration renewal

ARTICLE 21 - (1) Principles of taking courses and registration renewal are as follows:

a) For students who will take courses for the first time in the first semester of the program, courses are selected from the electronic course registration system of the University within the period specified in the academic calendar.

b) (**Different Official Gazette, 22.08.2016 / 29809 no.**) After the student has paid the tuition fee within the period specified in the academic calendar at the beginning of each semester, he/she selects the courses determined according to the provisions of the 23rd article or credit sum determined in the department course program for one semester with the supervision and approval of the academic advisor from the university's electronic course registration system. With respect to the courses to be taken in the relevant semester, at first the academic advisor:

1) Asks the students to select courses which previously received an F and / or W grade,

2) (**Different Official Gazette, 22.08.2016 / 29809 no.**) makes students take into account the curriculum and select compulsory courses, prerequisite courses if any and previously not taken courses from sub-semesters, and not to select courses from the upper-semester courses unless these courses are passed.

3) Approve all courses taken provided that the student not exceed the limits of absenteeism referred to in Article 24 of this Directive.

Credit values of courses

ARTICLE 22 - (1) (Different Official Gazette, 22.08.2016/29809 no.) The credit value of a course consists of the sum of at least half of the weekly hours of laboratory, practice, workshop, studio and similar studies.

(2) Students may take external courses as non-credit (NC). However, the grades they receive from these courses are shown in the transcript.

(3) Students may take courses with or without credit (ND) which are not intended to obtain a diploma from Yeditepe University by the decision of the relevant board of directors. These courses are not included in the grade point average.

Course load (Different Official Gazette, 22.08.2016/29809 no.)

ARTICLE 23 - (1) The course load for associate and undergraduate students is the total of the semester credit determined in the course schedule, according to the student's Student Information System (SIS). In addition to the semester course load, two more courses can be taken from the failed courses. The course load, which the students who complete the normal

education period take, will be determined by the faculty board of directors from the courses opened during the semester.

Course attendance

ARTICLE 24 - (1) Students are obliged to participate in each course, workshop and laboratory work of the program they are enrolled in, exam and academic studies required by them or the instructor.

(2) The courses require attendance. However, absenteeism can be considered based on a justified cause that does not exceed 20% of the course.

(3) A student who fails to comply with the attendance requirement is deemed unsuccessful.

Course repetition

ARTICLE 25 - (1) Any F grade or W grade course at the end of each semester must be taken in the following semester. However, if these courses are elective or are later taken out of the program, students will select other courses that are recommended by the advisor and deemed appropriate for the department.

(2) Withdrawal of a repeat F or W grade course is not possible.

(3) Students may repeat their courses in the curriculum in order to raise the grade point average, even if they have passed all courses in the program.

Mutual compulsory courses

ARTICLE 26 - (1) Mutual compulsory courses determined by the provisions of the relevant legislation shall be included in the curriculum.

Taking courses from other universities

ARTICLE 27 - (1) (**Different Official Gazette, 22.08.2016/29809 no.**) Students may take courses that they failed and are not opened in summer school from other universities deemed appropriate by the relevant board of directors. The grades they receive from these courses are included in the averages of students' grades and credit calculations.

(2) (**Different Official Gazette, 22.08.2016/29809 no.**) All courses that the student has received in a higher education institution temporarily abroad in accordance with student exchange programs and successfully completed according to the criteria of the abroad institution are indicated with their original names and credits in the grading chart by the

decision of the relevant board of directors; those which are in the program will be graded by P grade, and those which are not in the program will be graded by P grade and NC sign.

Advisor

ARTICLE 28 - (1) Each student is assigned an advisor by the department chair to monitor the education and training activities, to direct the students and to give the necessary approvals starting with the students entrance to the the program until the students leaves the program.

PART FOUR

Double Major and Minor Program

Opening double major and minor programs

ARTICLE 29 - (1) Double major and minor programs: These are opened in order for successful students enrolled in a undergraduate program to have a second undergraduate or minor degree certificate. The guidelines for the opening of double major and minor programs are:

a) Double major and minor programs can be opened upon the recommendation of the relevant departments and faculty committees by the Senate's decision.

b) Courses and credits to be taken in the double major program of the student shall be submitted to the approval of the Senate upon the recommendation of the related departments and the faculty boards, taking into account the proficiency of the higher education department determined by the Higher Education Council.

c) The double major program must have at least 30 credits in addition to the total credit of the major program, provided that the two main courses fulfill the total credit hours required for graduation and other requirements of these programs.

d) The minor program must have at least 21 credits in addition to the main courses.

d) Double major and minor programs and quotas for these programs are determined by the relevant faculty board and announced to the students at the beginning of each academic year.

Application for double major and minor programs

ARTICLE 30 - (1) The principles regarding applications to the double major and minor program are as follows:

a) (**Different Official Gazette. 22.08.2016/29809 no.**) Applications to a double major program are the earliest at the beginning of the third semester of the registered program and latest at the beginning of the fifth semester within the period specified in the academic calendar. At faculties whose period of study is more than four years (eight semesters) (excluding preparatory school), students can apply to the double major program at the beginning of the seventh semester at the latest.

b) (**Different Official Gazette. 22.08.2016/29809 no.**) Applications to a minor program are the earliest at the beginning of the third semester of the registered program and latest at the beginning of the sixth semester within the period specified in the academic calendar. At faculties whose period of study is more than four years (eight semesters) (excluding preparatory school), students can apply to the double major program at the beginning of the seventh semester at the latest.

c) The board of directors for the double major and / or minor program evaluates the application and, if deemed appropriate conveys the decision to the the faculty of the student's major program.

Admission to double major and minor programs

ARTICLE 31 - (1) For a student to be admitted to double major or minor program:

a) Passing all the courses he / she has taken in the major program registered until his / her application,

b) (**Different Official Gazette. 22.08.2016/29809 no.**) At the time of application for a double major program, the grade point average in the major program must be at least 3.00 and the student should be in the top 20% in the ranking order in the major program or the general grade in the major program grade point average should be at least 3.00 and the student should have a placement score not less than the base score of the double major program of the relevant year.

c) At the time of application for the minor program a grade point average of at least 2.50 is required,

ç) For applications to double major programs which require aptitude tests, students must be successful in the aptitude test to be admitted to the double major program.

Execution of double major and minor programs

ARTICLE 32 - (1) Execution in double major and minor programs is as follows:

a) It is not possible to register for more than one double major program at the same time. However, a student can register a double major diploma and a minor program at the same time.

b) An advisor is appointed by the heads of relevant departments in order to ensure the proper execution of the programs for the purposes of the double major and minor programs and to assist the students.

c) In the double major program, a learning certificate is issued separately for both major programs and one for both together. A separate training document is also issued for the minor programs.

ç) Students in a double major program may transfer to the second major diploma program when they meet the conditions for transition within the higher education institution in their major program.

Program attendance and dismissal

ARTICLE 33 - (1) Provisions regarding program attendance and dismissal are:

a) During the double major, the student's second major grade point average may fall down to 2.50 for one time only. The student whose grade point average falls below 2.50 for the second time is dismissed from the second major degree program.

b) In order for the student to continue his / her minor program, it is mandatory that the grade point average in the major program is at least 2.30. The student shall be dismissed from the minor program if this condition is not fulfilled.

c) Students who do not take courses over two semesters from the double major and minor program are dismissed from the second major and / or minor program.

d) Students who do not fulfill the conditions proposed in this Regulation are excluded from the double major or minor program by the recommendation of at least one of the related departments and the decision of the related faculty board. Decision of dismissal is conveyed to the other relevant administrative board and is executed.

d) The courses taken at the double major programs by students who left these programs are converted to non-credit if so requested.

e) If the student leaves the double major or minor program, he / she is not obliged to repeat the courses in the double major or minor program that he / she has failed.

Graduation from programs

ARTICLE 34 - (1) Graduation conditions for double major or minor programs are as follows:

a) In order to graduate from the double major program, the grade point average of the double major program must be at least 2.70 and the graduation requirements of the programs must be fulfilled.

b) In order to obtain a minor program certificate, the major program grade point average must be at least 2.30.

c) A student who attends a double major or minor program is awarded a second major diploma or minor certificate if he/she graduates from the first major program.

ç) (**Different Official Gazette. 22.08.2016/29809 no.**) The period of education of the students who have obtained the right to graduate from the main diploma program but have not completed the double major diploma program is the maximum period specified in the second paragraph of the 16th Article starting from the year of enrollment in the double major diploma program. Students who have obtained the right to graduate from the major program but cannot

complete the minor program will be granted a maximum of two semesters additional time with the decision of the relevant board of directors.

Minor program completion form

ARTICLE 35 - (1) In order to complete the minor program, the student must fill in the minor program completion form showing all the courses, grades and grade point average taken in the minor program. Minor program completion form shall be approved by both minor and major department heads and copies are given to both department heads, related faculty departments and Student Affairs Directorate.

Double major or minor diploma / certificate

ARTICLE 36 - (1) A second bachelor's degree is awarded to the student who has obtained the graduation right from the undergraduate program and completes the double major program.

(2) If the student successfully completes the minor program, a minor program certificate is given.

PART FIVE

Principles of Examination and Evaluation

Examinations and assessments

ARTICLE 37 - (1) (Different Official Gazette. 22.08.2016/29809 no.) Quizzes, midterm exams and final exams are given for the evaluation of the students at faculties and other undergraduate programs of the university.

(2) Instructors of each course inform students in written about the weight of midterm exams, final exams, homework, practice and other works in the semester at the beginning of the semester. The weight of the exams and other studies within the semester grade can not be less than 30% and more than 70%.

(3) **(Different Official Gazette. 22.08.2016/29809 no.)** Quizzes are not included in the academic calendar and they are held by the instructor without a mandatory prior notice to the students.

(4) A student cannot be given more than two final exams in one day. In compulsory cases, it is possible to give the examinations out of working hours and on weekends.

(5) Final exams are examinations that follow the normal curriculum and are made during the exam period included in the academic calendar. The final examination program is announced on the date specified in the academic calendar. Semester examinations are made for all courses except for the courses that are not required to be held by the relevant

administrative board for the courses such as project, laboratory, workshop, practice and internship.

(6) (Add. Official Gazette 14.09.2015 / 29475 no.) To graduate at the end of the maximum period of study,

a) Two additional examinations are given for all courses that the students fail. At the end of these exams, the students whose number of failed courses reduced to five courses are given three semesters for these five courses, the students failing up to five courses without taking additional exams are given four semesters, and the students failing one course have an unlimited number of exams without a having benefit of the student rights.

b) Students who are about to be dismissed for not having a grade point average of at least 2.00 out of 4.00 despite passing all the courses required to graduate from the program they are pursuing will be granted unlimited examinations for the courses they wish to upgrade. There is no requirement for attendance to courses except those courses which have practices and those which are not taken previously.

c) A student who has never taken exams for a total of three academic years consecutively or intermittently will have abandoned the right to unlimited examinations.

ç) Students who are using their unlimited exam rights continue to pay the examination fee per course they have applied for. However, these students do not have other student rights apart from the exam.

(7) (Attachment Official Gazette 27.11.2017/30253 no.) Students who have completed a normal education period and all the courses in the curriculum and who have failed a single course (FF grade) will be given a single course examination right for graduation with the decision of the relevant Faculty Administrative Board. Students who cannot use or cannot make use of this right can take the single course examination stated in the academic calendar with the final exam and make-up exam which are at the end of the following semester.

(8) (Attachment Official Gazette 27.11.2017/30253 no.) Students who have a grade point average below 2.00 which is required for graduation, despite passing all the courses in the curriculum, will be given a single course examination right on condition that the grade point average will increase at least to 2.00, on the date specified in the academic calendar with the decision of the relevant Faculty Administrative Board.

Examination principles

ARTICLE 38 - (1) Final examinations are held between the dates specified in the academic calendar.

(2) Students who cannot sit in the midterm examinations due to a reasonable and valid excuse must notify their dean's or relevant school's office in writing within seven working days after the completion of their excuse.

(3) Students whose excuses are found valid and reasonable by the relevant board of directors shall use the midterm examinations on a date determined by the teaching staff.

(4) Examinations taken during the period of a health report are deemed invalid.

(5) Excuses are not accepted for final exams.

Makeup exam

ARTICLE 39 - (1) The principles regarding make-up exams are determined by the Senate.

Giving final grades at the end of the semester

ARTICLE 40 - (1) The semester final grades are given by the instructor who teaches the course on the dates specified in the academic calendar.

Objection to exam results

ARTICLE 41 - (Different Official Gazette dated 19.11.2014 / 29180 no) (1) Students can make written objection to the results of their midterm or final examinations to the dean's / relevant school's offices they are enrolled within three working days following the date of publication of the results .

(2) Objection petitions are sent to the relevant instructor and finalized within three business days.

(3) Any changes to be made in the grades to be announced are made only with the approval of the relevant faculty management board.

Grades

ARTICLE 42 - (1) A letter grade is given to the students as a success grade from the numerical values of the grades given by the relevant teaching staff for each course they take, taking into account the practice, laboratory and similar studies in the semester and examinations and academic activities.

(2) Success grades and coefficients are shown in the following table:

Success Grade Coefficient

AA	4.0
BA	3.5
BB	3.0
CB	2.5
CC	2.0
DC	1.5
DD	1.0

FA	0.0 Fail (Failure to attend final exam due to absenteeism)
FF	0.0 Fail (Failure to pass the final exam)

(3) In addition, the following abbreviations are used depending on the situation of the students:

a) I-Incomplete: It is given to students who cannot complete the course work due to valid excuses. These students are required to complete the requirements of the I grade by the end of the following semester's add / drop date at the latest. Upon completion of the requirements, the student receives the required grade, and if the requirement is not fulfilled by that date, the student's I grade automatically becomes an FF grade.

b) L-Leave: Used for students who are allowed leave according to the provisions of this Regulation.

c) NC-Non-Credit: Used for non-credit courses.

d) ND-Non-Degree: Used for non-credit courses that are not intended for graduation from Yeditepe University and are not included in the grade average score.

d) P-Pass: Given to students who succeed in courses not included in their GPA.

e) R-Repeat: Indicates that the course is repeated.

f) RR-Repeat Resigned: Used for the repeated courses to raise grades.

g) **(Different Official Gazette dated 14.09.2015 / 29475 no.)** T-Transfer: Used for the courses from a program inside or outside of the higher education institution and approved for adjustment by the relevant board of directors and added in the grade average calculation. Courses transferred from foreign exchange programs are not included in the grade point average.

ğ) W- Withdrawal: This takes place after the date of add / drop within the period determined by the academic calendar and approved by the advisor.

h) X- In Progress for Continuing Projects and Theses: This is given to the students who are continuing their theses and similar studies.

Grade averages

ARTICLE 43 - (1) At the end of each semester, the semester grade point average and general grade point average of the students are calculated and their success conditions determined.

(2) The total credit obtained from a course is obtained by multiplying the credit value of that course by the coefficient corresponding to the letter grade taken at the end of the semester.

(3) The semester grade point average is calculated by dividing the total credits from all courses for which the student is registered in the relevant semester by the sum of the credit values of these courses.

(4) The overall grade point average is calculated by dividing the total credits obtained by all the courses the student has taken up to that time, including the relevant semester, by the sum of the credit values of these courses.

(5) The averages obtained in the calculations are rounded to be two digits after the comma. In the rounding process, if the third digit is smaller than five, the second digit is not changed. If it is larger than five or if it is five, the value of the second digit is rounded up..

(6) The last grade taken from the repeated grades is included in the average.

PART SIX

Principles Regarding Graduation, Diploma, Disenrollment and Permissions Graduation grade (Different Official Gazette dated 22.08.2016 / 29809 no.)

ARTICLE 44 - (1) In order for a student to graduate from an associate degree or undergraduate program, it is mandatory that all the courses in the curriculum are passed within the time specified in Article 16 and that the GPA is at least 2.00 out of 4.00.

Graduation with honor and high honor

ARTICLE 45 - (1) Students who have completed their education with a maximum period of one additional semester, with no disciplinary punishment, shall be given high honor certificates if their GPAs are between 3.50-4.00 and honorary certificates if their GPAs are between 3.00-3.49.

(2) The same arrangements are considered for external/internal transfer and graduate transfer students starting at their first semester in the new program, and double major students starting at the first semester in the double major program.

Diploma (Different Official Gazette dated 22.08.2016 / 29809 no.)

ARTICLE 46 - (1) Students who have completed their associate degree or undergraduate program in accordance with the provisions of Article 44 in the period specified in Article 166 are granted a diploma with the decision of the relevant board of directors.

(2) In the diplomas, the name of the undergraduate program and the graduation degree are specified.

(3) Undergraduate and associate degree diplomas include signatures of the dean or school director and the Rector.

Disenrollment

ARTICLE 47 - (1) Principles regarding disenrollment are:

a) According to the provisions of the Disciplinary Regulations of Higher Education Institutions published in the Official Gazette dated 18/8/2012 and numbered 28388, the registration of students who receive penalty of dismissal from a higher education institution are canceled by the decision of the relevant board of directors.

b) The student may want to leave the university voluntarily. This student should apply to the relevant dean's office or school directorate by petition. This request is examined by the relevant board of directors and a decision is made.

c) A student whose registration is cancelled a certificate showing the education status is given.

ç) (**Attachment Official Gazette 14.09.2015 / 29475 no.**) Students will not be dismissed due to the non-payment of tuition fees and not renewing their registrations within the maximum period. However, with the decision of the authorized committees of the university and the approval of the Higher Education Board, students may be dismissed from the program due to not paying the tuition fee and not renewing the registration for four years.

Temporary leave

ARTICLE 48 - (1) Upon the request of the student, he/she is allowed to take a temporary leave for one or two semesters by the decision of the relevant board of directors.

(2) A student may request more than one temporary leave. However, the period of temporary leave cannot be more than four semesters in total.

(3) The period of temporary leave is not included in the normal and maximum teaching period.

(4) Tuition fees from students who are allowed to leave temporarily continue to be charged.

Dismissal Procedures

ARTICLE 49 - (1) Students who graduated or who have been dismissed from the university must personally perform the dismissal procedures in the related units of the University.

PART SEVEN

Miscellaneous and Final Provisions

Regulation removed from enforcement

ARTICLE 50 - (1) Yeditepe University Associate Degree and Bachelor Education and Examination Regulation, published in the Official Gazette dated 9/6/2000 and numbered 24074 and Yeditepe University Double Major and Minor Regulations published in the Official Gazette dated 3/4/2002 and numbered 24715 were abrogated.

Adjustment

PROVISIONAL ARTICLE 1 - (Different Official Gazette dated 22.08.2016 / 29809 no.) (1) This Regulation shall be applied to all students enrolled at the University as of the beginning of the academic year of 2016-2017.

Enforcement

ARTICLE 51 - (1) This Regulation shall enter into force on the date of publication, valid from the beginning of 2013-2014 academic year.

Executive

ARTICLE 52 - (1) The provisions of this Regulation shall be executed by the Rector of Yeditepe University.

This Regulation was published in the Official Gazette		
Dated		Numbered
25/9/2013		28776
Regulations on the Amendments in Regulation were published in the Official Gazette		
Dated		Numbered
1-	19/11/2014	29180
2-	14/9/2015	29475
3-	22/8/2016	29809
4-	14/5/2017	30066
5-	27/11/2017	30253