

From Dicle University:

DİCLE UNIVERSITY GRADUATE EDUCATION TRAINING AND EXAMINATION REGULATION

PART ONE

Purpose, Scope, Basis and Definitions

Goal

ARTICLE 1 - (1) The purpose of this regulation; To regulate the principles of graduate education and training conducted at institutions affiliated to Dicle University.

Scope

ARTICLE 2 - (1) This regulation includes provisions relating to procedures and post-graduate education and training mainly carried out by the institutes of Dicle University.

Basis

Article 3 - (1) This regulation dated 04.11.1981 and No. 2547 was prepared based on the Law of Higher Education 14th and 44th article.

Definitions

Article 4 - (1) In this regulation;

a) AGNO: Weighted Grade Point Average,

b) ECTS: European Credit Transfer System,

c) ALES: Academic Staff and Post-Graduate Education Entrance Examination,

ç) Institute / Institutes: Institutes / institutes that are subject to graduate education and training,

d) Institute Major/ Art Major Presidency: The presidency of major / art major has a program in the institute and is responsible to the institute for the execution of the program,

e) Institute Major / Art Major: Of the head of the institute and the heads of the institute of science or arts; In the case of the institute disposes of only one science or art branch, the board consisting of all the faculty members of that department, under head of the institute,

f) Institute Science / Art Branch: Branch of science (art) depending on the institute program of Major / Art Major,

g) Institute Executive Board: The board of directors of the relevant institute, which provides graduate education and training at Dicle University,

ğ) GMAT: The Graduate Management Admission Test, which is an international exam,

h) GRE: The Graduate Record Examination exam, which is from the international examinations,

- i) Plagiarism: does not show others' ideas, methods, data or works as their own works, partly or completely without reference to scientific rules,
- i) Absolute Evaluation System (MDS): To evaluate the results of the examinations made by the university in which the exam result is converted into a letter grade according to a score system of 100,
- j) Director: The relevant institute director,
- k) Period of normal education: Three semesters for master's degree without thesis, four semesters for doctoral degree, eight semesters for doctoral / artistic proficiency, ten semesters for PhD degree,
- l) Rectorate: Rectorate of Dicle University,
- m) Senate: Dicle University Senate,
- n) Basic Medical Score: The standard score obtained from TUS Basic Medical Science Test-1 section is 0,7; The score obtained by multiplying the standard score obtained from the TUS Clinical Medical Science Test by 0.3,
- o) TUS: Enrollment Exam for Specialization in Medicine,
- ö) Distance education: By using information technology, the learner does not need classes in the classroom,
- p) UNIP: The Interuniversity Business Association Program,
- r) University: Dicle University,
- s) YDS: Foreign Language Information Level Assessment Exam,
- ş) YÖK: Higher Education Council,

PART TWO

General Principles of Graduate Education and Training

Graduate programs

ARTICLE 5 - (1) Graduate education; Non-thesis master, thesis master, doctorate and art proficiency programs.

(2) Masters without thesis, thesis with master thesis, doctorate and proficiency in art in primary education; Non-thesis master and thesis master in second education; In distance education, non-thesis graduate programs are carried out. The procedures and principles of distance education or secondary education programs are determined by the Senate.

(3) By the approval of the Senate and the Council of Higher Education, the Institutions can open graduate programs in which education and training are partially or completely foreign language. In addition to these programs, the provisions of the Regulation on Foreign

Language Teaching and the Principles to be followed in Foreign Education in Higher Education Institutions published in the Official Newspaper dated 23/3/2016 and numbered 29662 applies.

(4) The framework of a licensed program consists of a list of courses belonging to the relevant diploma program and a list of courses belonging to the semesters, a package of information for each course, educational conditions and facilities to be applied, and a list of instructors assigned with the application conditions. This framework shall be adopted by the proposal of the presidents of the postgraduate programs related to the institutes according to the form determined by the Senate and the proposal of the competent committees of the related institute and approval of the Senate. Each program framework is also included in the electronic environment / web page of the relevant institute.

(5) The graduate and doctorate programs may apply to the master's and doctoral programs and the proficiency in arts. The Senate or the universities, if deemed necessary, shall be determined by the decision of the Council of Higher Education.

Quotas

Article 6 - (1) Graduate student quotas, generally, be separated foreign quotas and quotas, including three UNIP. General quotas, all candidates who meet the conditions of acceptance; Foreign nationals who meet the conditions of acceptance of foreign reservations or citizens of the Republic of Turkey who have completed all of their undergraduate / graduate education abroad and UNIP quotas are open to teaching assistants, lecturers and instructors of the other universities that the university has made business associations with.

(2) For the graduate thesis which they graduated from general quotas, undergraduate thesis; The candidates proposed by the project team on condition that they work on strategic high-level national / international projects and TUBITAK and National Agency projects and their studies are subject to thesis, can be allocated quotas for graduate and doctoral thesis. In addition, horizontal quotas can be specified for general and foreign quota types.

(3) The number of students to be taken, the number of students to be enrolled and the required conditions are determined by the recommendation of the relevant department / institution, the decision of the institute administration board and the approval of Senate.

(4) The quotas within the scope of the UNIP, the applications made to the institutions shall be determined by the authorized committees of the institutes by evaluating them in accordance with the opinion of the related major / art major.

(5) Additional arrangements may be made for quotas for programs adopted by universities through protocols, in this case the procedures and principles of implementation shall be regulated by the Senate.

Announcement, Application and Student acceptance

Article 7 -(1) The quotas, academic calendar and other concerns related to the graduate programs are announced by the Rectorate.

(2) General, foreign and UNIP quotas, if any, application conditions for programs and necessary documents required according to the programs are specified separately.

(3) Applications shall be made to the relevant institute within the dates set forth in the announcement with all the mentioned necessary documents personally or by means of legal representatives. Application made by via post will not be processed. The institutes may require applications to use T.C Identification number and candidate password in electronic form via the Student Affairs Information System. This situation is indicated with the related announcement by the Institute.

(4) Candidates may apply for only one program in the institute.

Acceptance of students from general quotas to graduate programs

Article 8 - (1) Candidates for student admission to graduate programs;

a) Undergraduate diplomas are required for non-thesis/thesis graduate programs and undergraduate degree and doctorate/arts proficiency programs.

b) Applying to doctorate program; Undergraduate diploma is required by graduates with expertise gained in a laboratory according to the guidelines established by the Ministry of Health or with at least ten semesters of undergraduate program except for medicine, dentistry, veterinary, pharmacy faculties and preparatory classes; graduates who have enrolled in non-thesis graduate programs before 6/2/2013, undergraduate and non-thesis diplomas and for thesis graduates are required to have a undergraduate and thesis graduate diplomas.

c) Candidates who have completed all their undergraduate/ graduate studies abroad for the application of the graduate program in the health fields equivalence certificate issued by YÖK, the school recognition certificate given by YÖK is required out of health fields.

(2) Foreign national candidates who have completed their undergraduate education outside of Turkey with the exception of programs in which education and training is entirely foreign language must have a achievement certificate from Turkish exam at least C1 from the language centers of the universities or the Yunus Emre Institute.

(3) Candidates applying to the doctorate / arts proficiency program with the undergraduate degree must have at least 3 out of 4 of the undergraduate graduation grades or the equivalent in the YÖK grade conversion table.

(4) Interview, essay, aptitude test, portfolio examination and similar evaluation form/forms and the date of the exams are regulated by the institute management board in accordance with the proposal of the presidency of the department. Assessment of the application is made by a jury consisting of three or five faculty members recommended by the relevant committees of the department and approved by the relevant institute. In post-graduate programs where education and training conducted entirely in foreign languages, evaluation of candidates are conducted in the language in which they got in education and training. At the end of the evaluation, the candidates' evaluation score is determined as the arithmetic

average of the exams to be determined from 100. However, the students who do not enter any of the exams are excluded from the evaluation and not accepted to the program.

(5) When applicants apply to the doctorate/artistic proficiency degree program, they must get a score of at least 80 points from ALES, for a thesis/non-thesis graduate and with a graduate degree doctorate/ artistic proficiency programs they must get at least 60 points from ALES or equivalent points of GRE or GMAT exams determined by the Senate. ALES score isn't needed for admission of Faculties of Fine Arts and conservatory institutions. However, at least 60/100 points are required for arts and talent examinations when applying thesis/not thesis graduate and doctorate programs, when applying doctorate program with undergraduate degree, at least 80/100 points are needed from talent examination in art. In addition, when fine arts and conservatoria alumni and equivalent programs of other faculties graduates apply to the arts competency examination instead of ALES score at least 60/100 points are required for arts proficiency programs of graduates. When applicant apply to the arts proficiency program with the graduate degree, at least 80/100 points are required from talent examination in art.

(6) When medical faculty graduates apply to the doctoral programs of basic medical sciences, they must have at least 50 basic medical points taken from the TUS or 60 points from the numerical part of ALES or an equivalent score of GRE or GMAT exams determined by the Senate; those who aren't graduated from medical faculties must have 60 points from the numerical part of ALES or equivalent score of GRE or GMAT exams determined by the Senate.

(7) Applicants, except for their mother language, must have at least 40 points from YDS examination for thesis graduate, at least 55 points for doctorate/ arts proficiency, with undergraduate degree at least 65 points or equivalence points of national/international foreign language exams or points to equal to this score which is accepted by Center for Evaluation, Selection and Placement (ÖSYM) or YÖK. However, for graduate programs that are fully taught in Turkish language, minimum foreign language score requirement may not be required with the recommendation of the relevant institution, the proposal of the institutional board and the approval of the Senate due to the nature of the program. Foreign language score is not required in non-thesis graduate programs.

(8) Candidates who will be admitted to the University under the preliminary license are obliged to attach the original or notarized copy of the document certifying their first place in addition to the above conditions of acceptance.

(9) Provide the conditions of the program to be applied from those who have high strategic national / international projects and those in the TUBITAK and National Agency projects apply to the institute with petition which requests the quota for that program at least two months before the beginning of the semester and two reference letters, one from the project team. These candidates also state that they wish to make their project a thesis topic.

Admissions to Graduate Programs for Foreign Nationals

ARTICLE 9 – (1) Foreign-national candidates admitted to a graduate program are required to;

a) hold a Bachelor's diploma for applying to a thesis/non-thesis Master's program or a Doctoral program that accepts admissions with a Bachelor's degree,

b) hold a Bachelor's diploma if they have graduated from a Medical School, Veterinary School, or Faculty of Pharmacy, or have completed a degree in a Bachelor's program that lasts for a minimum of 10 semesters excluding the preparatory class, or have specialized in a laboratory science in accordance with the regulations enacted by the Turkish Ministry of Health, and to submit both a Bachelor's and an Master's diploma if they are a graduate of a thesis Master's program, when applying to a Doctoral program.

(2) The candidates applying to a Master's program in the field of healthcare with a degree in an undergraduate, graduate or master's degree programs completed in a foreign university are required to submit a Certificate of Equivalence delivered by YÖK (Turkish Higher Education Council); if they have graduated from a major other than the field of healthcare, they need to submit a Certificate of Recognition instead, which is also delivered by YÖK.

(3) Candidates admitted to a program other than foreign-language-medium programs in accordance with the regulations defined in this Article are required to get an acceptable score in the Turkish Proficiency Exam to be administered by the Language Centers in the Universities or by the Yunus Emre Institute. Those who fail in this exam are required to attend the Turkish Language courses that have a maximum length of one year and are administered by the Language Centers in the Universities or by the Yunus Emre Institute; following the course period, the attendees are required to get a minimum of C1 level in the Turkish Proficiency Exam. Those who fail to fulfill these requirements will be dismissed from the program they are enrolled in. The period spent in the Turkish Language course will not be counted from the regular educational period.

(4) Candidates need to have a minimum grade-point average (GPA) of 65/100 in Bachelor's degree for applying to a Master's program; a minimum of 65/100 in Bachelor's degree and 75/100 in Master's degree for applying to a Doctoral program; a minimum of 85/100 in Bachelor's degree for applying to a Doctoral program with a Bachelor's degree. The other GPA systems that are not based on the 100 percentage system should be converted to this system by using the equivalency table devised by YÖK.

(5) Candidates applying to a thesis Master's program or a Doctoral program are required to have a minimum score of 55 in the YDS exam in a language other than their mother tongue; those applying to a Doctoral program with a Bachelor's degree or to a foreign-language-medium graduate program are required to document a minimum score of 65 in the YDS exam or an equivalent score in a national/international foreign language proficiency exam endorsed by YÖK.

(6) Decision-making processes related to the admission of extra-quota foreign-national students to graduate programs and international agreements is bound to certain protocols and documents and is governed by the pertinent Graduate School.

Admissions to Graduate Programs based on the Inter-University Cooperation Program (IUCP) Quotas

ARTICLE 10 – (1) Candidates applying for IUCP quotas are required to meet the minimum requirements defined for the candidates applying to the regular quota. To apply for IUCP quotas, candidates need to petition to their own university by annexing the documents proving that the candidate meets the minimum requirements. These petitions are later disseminated to our University by the Rectorate of the source University and the petitions will then be replied to by our Rectorate.

Application Evaluation

ARTICLE 11 – (1) Evaluation criteria defined for both regular and IUCP quotas are as follows:

a) For non-thesis Master's programs, the achievement score is calculated by summing 50% of the ALES score, 30% of the GPA in Bachelor's degree, and 20% of the entrance exam. A successful achievement score is defined as 60/100 or above.

b) For thesis Master's programs, the achievement score is calculated by summing 50% of the ALES score, 20% of the GPA in Bachelor's degree, 20% of the entrance exam, and 10% of the language proficiency exam score. In applications to the programs for which no minimum foreign language exam score is imposed by the Senate, the achievement score will be calculated by acquiring the foreign language exam score as "0" (nil) for the candidates documenting no foreign language exam score. For the candidates applying to the science and art majors appertaining to the Faculty of Arts and the Conservatory, the ALES score will be substituted for the score obtained in the Proficiency in Art Exam. A successful achievement score is defined as 60/100 or above. When calculating the achievement scores of the candidates applying to thesis Master's degrees, the quota allocated for Bachelor valedictorians will be prioritized (if any). The Bachelor valedictorians that do not qualify for this quota will be evaluated within the regular quota. As expounded by Article 6, paragraph 2 of this Directive, if no candidate is found to qualify for allocated quotas, these quotas will be made available for the candidates applying to the regular quota.

c) For Doctoral programs, the achievement score is calculated by summing 50% of the ALES score, 10% of the GPA in Bachelor's degree, 10% of the GPA in Master's degree, 20% of the entrance exam, and 10% of the language proficiency exam score. For those applying to Doctoral programs with a Bachelor's degree, the achievement score is calculated by summing 50% of the ALES score, 20% of the GPA in Bachelor's degree, 20% of the entrance exam, and 10% of the language proficiency exam score. For those applying to Doctoral programs in Basic Medical Sciences, the achievement score is calculated by summing 50% of the ALES score, 20% of the GPA in Bachelor's degree, 20% of the entrance exam, and 10% of the language proficiency exam score.

ç) For Proficiency in Arts programs, the achievement score is calculated by summing 50% of the ALES score, 5% of the GPA in Bachelor's degree, 5% of the GPA in Master's degree, 30% of the entrance exam, and 10% of the language proficiency exam score. For the candidates that have graduated from Faculty of Arts, Conservatory, or an equivalent degree in other faculties, the ALES score is substituted for the score obtained in the Proficiency in Arts Exam. For the evaluation of these applications, the reference letter to be provided by the candidate, a cover letter indicating the purpose of the candidate in pursuing a Proficiency in Arts program, international standards, examinations, and other issues are determined by the pertinent Graduate School in accordance with the relevant regulations and directives.

d) The success grade for the doctoral degree / arts proficiency program with the graduation degree consists of 50% ALES, 20% AGNO / graduate, 20% evaluation and 10% foreign language scores.

e) In order to convert the grades of other systems into hundred-grade-system, HEC (YÖK) grade conversion table is used.

f) Candidates' success grades are sorted to start with the highest grade and nominee and reserve candidates are determined as the quota announced. Among the candidates with equal success scores, the ones with higher AGNO / graduate, evaluation, foreign language score are preferred.

g) Those who are entitled to enroll in the post-graduate programs will be announced on the internet page of the relevant institute. From the moment of entry, three business days for objections are granted. At the end of the objection period, the lists become final. Final winners will be announced on the web site of the relevant institute together with their substitute candidates list.

ğ) Instead of the main candidates who are not registered, students are accepted from substitute candidates according to the success rank. Eligible reserve applicants are granted three business days following the end of the registration period for the original candidates. Substitute candidates are entitled to register for free quotes according to their points ranking.

Foreign quotas

ARTICLE 12 - (1) The evaluation criteria for foreign quotas are as follows:

a) In the non-thesis / thesis graduate programs, the success grade is composed of 50% AGNO / graduate and 50% foreign language scores.

b) The success grade in doctoral / arts proficiency programs is 25% AGNO / graduate, 25% AGNO / graduate and 50% foreign language scores; 50% AGNO / graduate and 50% foreign language scores for graduate degree graduates.

c) Doctorate / artistic proficiency in undergraduate degree and doctoral programs in basic medical sciences. Success grade is composed of 50% AGNO / license and 50% foreign language scores.

ç) Candidates' success grades are sorted to start from the highest grade and the same number nominee and substitute candidates are determined as the quota announced. Among candidates with equal success scores, those with higher AGNO / graduate and foreign language scores are preferred, respectively.

Internal transitions

ARTICLE 13 - (1) The programs of the students who can apply for the internal transfer quotas and quotas are determined and announced by the recommendation of the related institution's board of directors and the decision of the Senate taking the views of the presidency of the department of education.

(2) In order for a student to be accepted as a transferee; he / she must have completed at least one semester in an equivalent graduate program and have not received disciplinary punishment and that are to be transferred by the separated graduate program have completed within the normal duration and have achieved all the courses of the postgraduate programs to be separated within the normal duration. The student must have provided the minimum conditions determined in this Regulation. Candidates for internal transfer shall be assessed within the framework of the principles specified in paragraph 4 of Article 8.

3) Except master without thesis, in the master programs a student can not switch in the last year of a normal education period There is no internal transfer for a doctoral / artistic proficiency / postgraduate doctoral programs in the last two years of normal education period,

(4) Candidates who are doctorate with undergraduate academic degrees / proficiency in arts can apply to the university based on four year license in the absence of doctoral / artistic proficiency programs, they may apply to the related transfer quotas after passing the proficiency exam in the doctorate as for proficiency in arts programs, they can apply at the end of the course process.

5) For the acceptance of a student to apply for a internal transfer, a weighted grade- point of the classes taken must be at least 70/100 for a master's degree and for proficiency in art and a doctorate at least 75/100, for doctorate with undergraduate / profiency in art at least 80 / 100. The applications of Students whose transcripts are below the 70/100 grades or Students whose grades are DC, DD, FD, FF, NA and U are not evaluated.

(6) The achievement grade on admission by the transfer is composed of 50% ALES, 30% evaluation and 20% foreign language scores. Student ' s success grade must be at least 60/ 100 for thesis master In order to be admitted to the internal transfer,

(7) If there is more internal transfer application than the internal transfer quota, the ranking is made according to the achievement grade and the nominee and reserve candidates are

determined as the announced quota. Among the candidates with equal success scores, those with higher ALES, evaluation and foreign language scores are preferred, respectively.

8) The file of the students who are accepted by transfer is requested from the related institute and the exemption process is finalized with the decision of the administrative board of the relevant institution by taking the opinion of the presidency of the department. In the decision, the stage and the semester in which the student adjusts are indicated in the course. Students have the same rights of the regular students in the semester in which they are accustomed. The file content of the student who has left the institute by internal transfer is sent after receiving an example on the request of the institute

Switching between programs

ARTICLE 14 - (1) A student who has successfully completed at least seven courses and the seminar course accepted by the Institute with a bachelor's degree in any doctoral / arts proficiency program can switch to the program masters with thesis at the same science / arts branch and for the programs which have no science / arts branches, passing the related programs. Programme adaptation of the student who is deemed suitable for the programs is done on the student's request, the proposal of the head of the related department /art major department and the decision of the related institution's board of directors

(2) In the same field of science / art, for programs that are not science / arts, in the same field of discipline, the student ' s application for transition from thesis graduate program to non-thesis graduate program is finalized with the recommendation of the head of the student's department / department and the decision of the relevant institute board.

3) In the same science / arts field, for the programs which are not science / arts departments, for the transition from non - thesis master program to thesis program, the student has to provide the minimum conditions of thesis master's program, successfully complete the courses that he has taken and, provided that the average grade point average is at least 85/100, the student's application will be finalized by the recommendation of the head of the relevant department / institution and the decision of the related institution's board of directors. In this case, the lessons taken in the non-thesis master's program are considered as substitutes with the decisions of the Administrative Board of the Institute.

(4) Students who have completed at least one semester and who have obtained minimum requirements for undergraduate and doctorate / arts proficiency in the same undergraduate / graduate courses registered in the graduate program with the same master's / master's degree for programs that are not science / The student is granted the right to transfer to the undergraduate degree and the doctoral program at the undergraduate degree upon the recommendation of the head of the relevant department / head of department, and the decision of the related institute board of directors, provided that all courses are completed and the weighted grade point average is at least 85/100.

5) Switching between programs can be done once. If accepted, the student's file is transferred to the new program and the association with the old program is discontinued.

Exchange programs

ARTICLE 15 - (1) Exchange programs are programs that allow students who are enrolled in one of the institutions within the framework of the protocol organized with universities' domestic or foreign higher education institutions to study and train in other institutions for short duration.

(2) The exchange programs and the exchange students participating in these programs shall be conducted in accordance with the principles determined by the Senate within the framework of the provisions of the relevant legislation.

(3) The period of time spent in exchange programs and international joint programs between domestic and foreign higher education institutions is included the duration of normal and maximum education and training.

Special student admission

ARTICLE 16 - (1) Those who are graduates or students of a higher education institution and who want to increase their knowledge on a certain topic may be accepted as special students to the postgraduate courses. Students who wish to take courses in private student status can apply to the relevant institute personally or by legal representative. The applications of those accepted by the administrative board of the institute shall be reported to the chairmanship of the relevant department / department by the decision text. Special students may be admitted to postgraduate courses that have been opened at the relevant department during the period in which they apply. These courses can not be seminar, specialization course, semester project course. There is no extra course for special students. Special studentship is not a direct education to get a degree in the related program, and the study period can not exceed two semesters. Special students can not benefit from Student rights except attendance to classes, participation in education and training activities. 65 foreign language scores are searched for students who want to attend to postgraduate courses taught in foreign languages , in the manner specified in this regulation.

(2) Special students can take at most two courses per semester. The relevant institute board may set additional conditions.

3) Special students are not given diplomas or titles. They can be given just a document which shows the courses and the grades of the taken courses. Special studentship status is specified in that document.

(4) In case the special student acquires the status of a student with a post-graduate degree; she / he can request for exemption of the courses that he / she achieves while attending the special student status. Exemption procedures are made according to the provisions of Article 19. The total national credit for the course (s) exempted can not exceed 50% of the credits required for the graduation requirement of the relevant program. The time spent in private education is not considered as a post-graduate education.

(5) Special students pay the tuition fee determined by the Senate to take courses.

Final registration and re-registration/course change

Article 17- (1) Final registration is made to the respective institute according to the conditions and within the specified period in notification and with documents required attached to the letter of application by the candidate or attorney in-fact in person or electronically. The original, notarized, or certified sample, by the higher institution one has graduated from, of the documents requested are used in final registration. The candidates who fail to make final registration within specified time lose their right of registration. Candidates declared according to the order in the waiting-list gain the right of registration instead of those who have failed to do final registration. Following the notifications and updates relevant to those, notifications are candidates' own responsibility. Registrations are finalized by the decision of administrative board of the institute.

(2) In checking during and after registration, the registrations of those misstating and those noticed to have submitted false or altered documents are rendered invalid as of the date of registration to the program. Those noticed at any stage after gaining the right of registration are dismissed from institute and disciplinary proceeding is launched against them. All documents including diploma of those whose above-mentioned situations noticed post-graduation are rendered invalid and legal action are taken against them. For irregularity in each stage, a lawsuit is filed against them in chief public prosecutor's office besides disciplinary proceeding. Furthermore, tuition fees and contribution fees, if any, they have deposited are not refunded.

(3) Students are liable to fulfil re-registration procedures requested by concerned institute at the beginning of each academic year and within dates declared in academic calendar

(4) Except for non-thesis master's degree programs, registration to more than one master's degree program directly or through transfer cannot be made and attended.

(5) Course change and course add-drop process can be made within the first week of every academic year

Students' contribution fee /tuition fee

Article 18- (1) In accordance with the provisions of Article 46, Law No. 2547 and other relevant legislation, the specified students' contribution fee or tuition fee, if any, is paid at the beginning of semesters within the dates declared in academic calendar. Except for those whose justification accepted by relevant institute, those who have not paid contribution fee or tuition fee within the time specified cannot make registration/re-registration for that semester and cannot make use of the rights given to students. The time lost meanwhile is considered to be part of the time limit of education.

(2) The procedure of how to pay contribution fee and tuition fee, if any, of students attending exchange, shared and similar programs is determined according to bilateral agreements between universities.

(3) Contribution fee/tuition fee of students who leave, graduate or are dismissed and disenrolled from university after the academic program starts is not refunded for that semester.

Exemption procedures

Article 19– (1) Course exemption applications starts from the date of the first registration and they can be made until the end of the first week of education to the relevant institute. Students who have not applied for exemption are responsible from all educational requirements of the program they are registered.

(2) Students can apply for exemption from course/courses they have taken from another program providing that they have not been used for another diploma degree and have not been taken six semesters before at the time of exemption appeal. The total credit of course/courses exemption requested for cannot exceed 50 per cent of national credits necessary for graduation from the relevant program. Exemption requests are assessed by an educational commission formed by concerned department/art major presidency and settled by administrative board of the institute. Partial exemption cannot be made with any aim except for being successful in a course. The certified copies of documents below are added to the letter of application in exemption request.

- a) Document(s) indicating the credits and academic standing of the courses.
- b) Course information pack of the related courses
- c) Document indicating regulation reference or grading system of the respective institute.

(3) The orientation of students dismissed for any reason and have re-registered in accordance with the law no. 2547 is carried out within the scope of relevant legislation by administrative board of the institute.

Excuses and suspension of education

Article 20 – (1) Students' education can be suspended in accordance with the decision of administrative board of the relevant institute in case of at least one of the reasons given below:

- a) a student having health problem excuse documented with medical board report,
- b) a student having a document which has to be taken from top administrative chief of the district, proving that the student in question has to suspend his/her education due to a natural disaster.
- c) a student documenting his/her going abroad with the aim of learning a foreign language
- ç) a student in condition of imprisonment
- d) a student in condition of having a conviction which does not involve student's being dismissed from higher education institute according to relevant legislation provisions,

e) a student losing his right of postponing military service or conscripted by way of vacation of suspension for whatever reason,

f) any other reasons justified and deemed valid by administrative board of relevant institute.

(2) A student who purposes the suspension of his/her education has to consult to the office of head of the department or art major by his/her advisor. Yet owing to the reasons which do not stem from student, in cases in which a student cannot apply within the specified period or in subsequent cases, student's documents indicating his/her excuse are to be submitted to the relevant directorate of institute within five working days, at the latest, after being issued, and following this student can suspend his/her education during the semester as well, providing that administrative board of the institute approves the request. In this case, the student is considered not to have taken courses in the active semester at all.

(3) If students suspending their education with the aim of learning a foreign language and go abroad do not submit documents proving that they have taken language course and passport records indicating their going abroad and coming back home to the relevant institute, the periods in question are added to their time limit of education.

(4) The maximum suspension time of education is one semester for scientific preparatory program and non-thesis master's degree program, two semesters for masters with thesis, four semesters for PhD and proficiency in art. In case of military service, imprisonment and conviction the suspension time is as long as the time of the cases in question. The suspension time is not considered within the maximum time limit of education defined by the regulations.

(5) A student can request for the activation of his/her registration by fulfilling the requirement of contribution fee/ tuition fee if his/her excuse ends before its time.

Disenrollment and exmatriculation

ARTICLE 21 - (1) The student who wishes to unenroll from the Institute shall petition the Office of Student Affairs. Unenrollment documents are delivered to the relevant institute within one week by the Office of Student Affairs.

(2) Apart from the students' requests for unenrollment, they are disenrolled by the decision of the relevant institute's board of directors under the following conditions:

A) The failure of the student to fulfill the obligations set forth in this regulation,

B) Having received a disenrollment penalty from the University in accordance with the provisions of the relevant legislation,

C) Not paying the tuition fees within the statutory period for secondary education students,

D) The emergence of other cases specified in the Law numbered 2547.

(3) Upon the request of the students who disenroll themselves, graduated, or dismissed from the university due to academic failure or disciplinary penalty, will be given back the original documents submitted at the time of registration after receiving a copy of each

document. For this, it is obligatory to perform the exmatriculation operations determined by the institute.

(4) A document showing a summary of all educational activities and the disciplinary penalties, if there exist, concerning the dismissed student until the date warranting exmatriculation shall be issued by the Institute. If requested, a copy of the document is given to the student.

(5) A copy of the regulations governing the dismissed student, documents showing the student's schedule for the registered semester and other obligations are kept in the student's file.

Notification

ARTICLE 22 - (1) All kinds of notices other than the information and the documents delivered to the student in exchange for signature, shall be sent to the student's address found in the registration system. In addition, the announcements and notices whether made on the websites of the University and the relevant Institute or whether made by the consultants and other users through the Student Information System during the education period are deemed made to the student personally.

PART THREE

General Principles Related to Education and Training

Lessons and activities

ARTICLE 23 - (1) In a graduate program, compulsory and elective courses opened every semester are determined by the recommendation of the department of art/science board, decision of the institute board, and the approval of the Senate before the start of each academic year.

(2) The necessary updates about course information packages are made by the responsible person of the relevant course at least fifteen days before the beginning of each semester. Course or courses without necessary updates can not be recommended for the related term. Courses to be opened and curriculums are announced to the students by the departments of art/science at the latest fifteen days prior to the start of each education period.

(3) Credit-based graduate courses are taught for two semesters, namely fall and spring semesters. The sum of the courses taught in each semester must be at least 30 ECTS. The semesters of the courses are determined at the beginning of the academic year and can not be changed for that year. The student can take courses of at most 45 ECTS in a semester. However, the total credit for these courses can not exceed 15 national credits.

(4) Which graduate courses are to be opened in a semester and the academic members to instruct these courses will be determined by the Board of Directors of the Institute upon the recommendation of the department board.

(5) In the elective courses, the relevant institute's board of directors decides on the minimum number of students required to open a course. In this case, students who prefer elective courses that are not open may take another elective course.

(6) Common compulsory courses can be put between institutes. Inter-institutional courses are accepted by the decision of Senate. The total credits of the inter-institutional joint compulsory courses can not be more than 3 and their ECTS can not be more than 6. These courses are not considered in the calculation of the minimum number of credits and number of courses specified in the graduate programs.

(7) The graduate courses run one semester and they consist of compulsory or elective courses. The total credit value of a course, theoretical and practical, can not exceed 4 credits. The sum of the credits of compulsory courses in daytime education programs, except for joint compulsory courses at the institutional or inter-institutional level, shall not exceed 50% of the minimum amount of credits required according to the program levels.

(8) Courses with prerequisite may be imposed in the programs by the recommendation of the head of the relevant program and by the approval of the authorised bodies of the relevant institute. In order to take these courses, it is imperative that the prerequisite course is passed.

(9) A course covering scientific research techniques and publication ethics is compulsory in a graduate program. A student enrolled in a Ph.D. program is obliged to take this course if it is not taken before. This is a 3 credits course and its ECTS equivalent is 6.

(10) The student has to take and succeed the compulsory courses and the joint compulsory courses, if there are, in the program he / she is enrolled. The student may take elective courses from the elective or compulsory courses of the other programs, besides the elective courses of his/her own program, in a way that it does not exceed 50% of the national credits required for the graduation. All of the elective courses that have been taken must be succeeded. In the case of failing an elective course, the student has to take and pass this course or an equivalent course. In the course selection, the view of the advisor, if appointed, the view of the department head, if not appointed, is taken into consideration.

(11) In a graduate program, daytime and evening education students are subjected to the same program regarding compulsory / elective and joint compulsory courses. As for the distance education student, it is essential to take courses from the distance education programs.

(12) The seminar is an obligatory course for all programs, excluding master without thesis. It is a non-credit course that the students prepare for throughout the semester, covering the research and oral presentation of a scientific topic. Its preliminary study is conducted during consulting hours. It is evaluated by the advisor or by the academic member assigned by the department head. The subject of the seminar course is determined by the thesis supervisor,

the institution is informed by the head of the department, and its announcement is made by the institute. The seminar subject can not be changed after it is announced by the institute. The student who fails in the seminar course, repeats the course in the next semester. In case of a repeat, the subject of the seminar can be changed with the approval of the thesis advisor and approval of the institute directorate. The seminar can be held open to the audience. Along with the evaluation form, the printed and electronic copies of the seminar are presented to the institute.

(13) In the programmes other than the ones included in the post-graduate programmes without dissertation, the course intended for a speciality field is a theoretical programme without credits. In this course, an advisor academician in permanent position at the university conveys his/her knowledge and experience in the respective scientific field he/she is specialized in to students, equipping them with skills to adopt a work discipline to follow and interpret contemporary scientific writings. This course is established by the Board of Management of the institute upon the request of the advisor academician during the week of matriculation following the date where the dissertation advisor is nominated, and can be maintained during semester and summer holidays, being until the start of the spring semester for the students enrolled in the autumn semester and until the start of the autumn semester for those enrolled in the spring semester. No lectures of remedial teaching are instituted for the speciality course in semester and summer holidays. The day, place and hour of the speciality course have to be indicated in the weekly schedule. Regardless of the advisor academician, the institutes he/she serves in and the number of students, a three-hour course can be established for the students enrolled in the post-graduate programmes with dissertation and for those who continue their studies of competency in doctorate/art programmes. The students are obligated to participate in the speciality course established by their advisors. The advisors of second dissertations are not allowed to establish a speciality course.

(14) A dissertation paper/a paper of work of art refer to a programme without credits that is intended for students enrolled in dissertation programmes of post-graduate, doctorate/competency in art with dissertation and are carried through by the advisor academician within a weekly schedule during the counselling session. A paper of work of art is a documentary and art paper that delivers the work executed. The advisor evaluates the course concerning the dissertation paper/paper of work of art.

(15) The programme regarding a semester project refers to the theoretical and obligatory course without credits in which an academician conveys his knowledge and experience in the respective scientific field he/she is specialized in to the students to whom he/she serves as advisor, also equipping them with skills to adopt a work discipline to follow and interpret contemporary scientific writings and consulting them to improve such skills. In this project, students have to devise a report at the end of the related semester.

(16) The preparatory course intended for the competency examination of the doctorate programme refers to the weekly programme established in the counselling session. This programme is aimed at students, who have successfully completed the courses regarding

the doctorate programme and is intended to equip them with the required knowledge, skills and competencies to be successful in the doctorate competency examination.

(17) The preparatory course intended for the dissertation proposal defence examination refers to the weekly programme without credits, which is aimed at students, who have successfully completed the competency phase in the doctorate programme, intending to prepare them for the dissertation proposal and the dissertation proposal defence examination.

(18) A dissertation refers to a scientific paper that is intended for the post-graduate and doctorate/competency in art programmes with dissertation and is written in the format determined by the related council of the institute. In order to follow up the dissertation project of students, the advisor organizes a counselling session for each student once a week. Dissertations are written in the language of the related study programme. However, upon the proposal of the advisor and the approval of the competent councils of the institute, a dissertation can also be written in a foreign language. In this case, it is required that the dissertation advisor meets the conditions stipulated in the Ordinance on the Foreign Language Education and Education in a Foreign Language in Higher Education Institutions and that he/she is approved by the competent councils of the institute. It is obligatory that the dissertation is defended in the language in which the dissertation has been written. Besides, the members of the jury who will be engaged in the examination of dissertation defence have to be selected in compliance with the provisions of the ordinance indicated in this paragraph.

(19) Supplementary activities/practices refer to the activities carried out within the related semester such as the interim exams, short exams, short/long course-works and projects, not defined in the above paragraphs, but required to complete the related programs. Supplementary activities/practices are indicated in the information packages concerning the courses.

(20) The students are subject to the framework programme of the year in which they start in the post-graduate education.

Principles regarding nomination of advisors

ARTICLE 24 – (1) The offices of the chairman of departments/department of art major send their proposals regarding the advisors for each student to the institute they are affiliated to until the end of the first semester at the latest, thereby taking into account the preferences of the students indicated in the forms downloaded from electronic environment and also the opinion of the related academicians. The final decision relating to the nomination of an advisor is taken in the management board of the related institute. The management board of the related institute can directly nominate an advisor for the students whose proposals for the advisor nomination was not submitted in due time or for those whose proposals have not been approved.

(2) In the post-graduate programme without dissertation, the advisor for the semester project is selected from among academicians who lecture in the related programme and

serve in permanent employment at the university or lecturers who have doctorate degree/degree of competency in art.

(3) The dissertation advisors in the post-graduate programme with dissertation, on the other hand, are selected from among academicians who serve in permanent employment at the university with degree of doctorate or associate professorship in the related field and have lectured for at least two semesters in an undergraduate programme.

(4) The dissertation advisors in the doctorate programme are nominated from among academicians who serve in permanent employment at the university with degree of doctorate or associate professorship in the related field and have lectured for at least four semesters in an undergraduate programme or at least two years in a post-graduate programme. Besides, except for the departments in the faculties of dentistry, pharmacy, medicine and veterinary, in order to serve as an advisor in a doctorate programme, academicians must have already served as advisor in at least 1 successfully completed post-graduate dissertation. Dissertation advisors in the programmes of competency in art can be nominated from among lecturers who meet these conditions and serve in permanent employment at the university with doctorate/competency in art degree.

(5) Dissertation advisors in programmes of competency can be nominated from among academicians or lecturers having a degree of doctorate/competency in art who serve in permanent employment at the university with degree of doctorate or associate professorship in the related field, and lectured for at least four semesters in an undergraduate programme or at least two semesters in a post-graduate programme and also was engaged as advisor in at least 1 successfully completed post-graduate dissertation.

(6) In cases where the characteristic of a dissertation paper requires that a second advisor be engaged, the management board of the related institute can nominate a second advisor. This second advisor can be nominated from among persons out of the university, who have a degree of doctorate/competency in art at a minimum.

(7) In case where the resignation request of the advisor or the justified request of a student regarding the replacement of an advisor is approved by the management board of the institute after consultations with the related department, the management board of the institute can nominate a new advisor for that student. The nomination is carried out in accordance with the articles relating the advisor nominations. In cases where an advisor resigns, is engaged in another institution other than the ones of higher education for more than six months or is transferred in permanent position to another institution, the advising function of that advisor ends automatically. However, in case when a doctorate student in the end phase of dissertation process is involved, the function of the advisor can be extended up until six months upon the joint request of the student and the advisor. The advising function of the academicians, who have been assigned to another position in the higher education institution or in its supreme boards and those who have retired, can be extended, if they also wish to do so, until the process has been completed.

(8) In post-graduate and doctorate programmes, an academician can establish, in courses of study with credits, in total two courses at the most and can assume advisor function in a

maximum number of 12 cases. However, the competent boards in an institute can increase or reduce the number of courses. In case where more than one advisor is nominated for the dissertation of a student, the academician who assumes two second advisor functions is deemed to have one advisor function. Academicians, who have already assumed more than 12 dissertation advisor function, are not allowed to assume a new advisor function, until the number in question goes down the upper limit determined.

Crediting

ARTICLE 25-(1)The semester credit value of the postgraduate courses is the total of the theoretical course hours per week and half of the weekly practice and laboratory hours.In crediting of the courses and other facilities as an ECTS ,an ECTS credit is calculated as a provision of approximately 25 hours of student work.

(2) Seminar, specialization, semester project, preparation for doctoral qualification exam, preparation for thesis proposal defence examination and thesis study courses are non-credit and are credited only as ECTS. The sum of the ECTS credits is 6 for the seminar,24 for the semester project course, 6 for the specialization course,30 for the preparation for doctoral qualification exam courses,30 for the preparation for thesis proposal defence exam course,60 for thesis study for postgraduation, and 120 for doctorate/proficiency in art thesis.

Attendance to the courses

ARTICLE 26-(1)The attendance rate for lectures in postgraduate programmes is at least 70% in theoretical hours of the course, and 80% of practice and laboratory hours of each course. Different attendance conditions can be determined by the Senate for distance education programmes.

Assesment of success

ARTICLE 27- (1) The activities and weights to be taken as basis in the evaluation of success are specified in the course information packages and are applied as stated. Changes may be made in the information packages during the periods which will not cause any disruption of the education / training by the presidencies of departments/art majors. Changes made will be reported to the related institute.

(2) Course success levels of students are measured by semester complementary activities / practices organized according to the course's characteristics and final examinations of the semester. In the midterm evaluation of a course at least one midterm exam and other activities defined in the information packages and specified in that course are taken into consideration. The contribution rate of the final exam to the course success grade cannot be more than 60% and less-than 40% .The contribution rate of the exam or other activities can not be more than the contribution rate of the final exam.

(3) In the postgraduate programs conducted with distance education, the success grade is calculated as the sum of 20% of the midterm examination grade average and 80% of the final examination grade or integration examination.

(4) Students who can not enter the exams due to a valid excuse have to inform the related institute about their situation within 5 working days. Students whose excuses are accepted by the board of directors of the related institute are taken to the make-up examination. Students who do not enter the final examination or who fail in the final exam can enter the resit examination. For the students who can not enter the examinations made in front of a jury such as thesis defence / examination and proficiency examinations because of a valid excuse, in the case of informing their excuses to the related institute within 5 working days and if approved by the institute board of directors, a new examination date is determined.

(5) The course of specialization is evaluated as successful or unsuccessful before the start of the next semester.

(6) Seminar, thesis work /study of art work, semester project, preparation for doctoral competency examination, thesis monitoring report and if there is; the complementary activities / applications to complete the programme, and the practical exam made after the thesis defence exam in the major main art branches programme are evaluated as successful or unsuccessful after the end of the related semester.

(7) Doctorate thesis proposal exam or thesis defence exam or thesis proposal or thesis which are given acceptance, correction or rejection are evaluated as accepted or rejected.

(8) The evaluation of the courses considered as successful / unsuccessful are not included in the examination weight.

(9) AGNO is calculated by obtaining the sum of the multiplication of all the achievement grades of all the courses with their credits and dividing this sum by all the credit totals of all courses taken by the student from the first semester. The result of the calculation is rounded after 3 digits after comma.

(10) A student who fails to provide any of the specified rates determined for the continuation of a course is ranked as unsuccessful from this course because of non-attendance. The ones who are unsuccessful from a course because of non-attendance cannot attend the end of semester make-up exam.

Achievement grades and grade transformations.

ARTICLE 28- (1) Examinations are evaluated with 100 points.

(2) Absolute evaluation system (MDS) is used in the calculation of student's success grades.

(3) In order to be successful in a graduate course, the final exam or make-up exam grade of the course must be at least 70/100.

(4) The success grade in the graduate programmes is at least 70/100 points.

(5) In converting the achievement scores calculated according to 100 point grading system into quartile system, the grade conversion table of the Higher Education Institution is used and the following table is used in determining the corresponding notes of the mentioned grades according to the alphabetical system.

(a)The correspondance of the achievement scores according to 100 point grading system and alphabetical system.

| 100 point grade weight | Letter grade | Equivalent |
|-------------------------------|---------------------|-------------------|
| 90-100 | AA | Excellent |
| 85-89 | BA | Very good |
| 80-84 | BB | Good |
| 75-79 | CB | Above Average |
| 70-74 | CC | Average |
| 60-69 | DC | Fail |
| 50-59 | DD | Fail |
| 40-49 | FD | Fail |
| 00-39 | FF | Fail |
| | NA | Absentee |
| | MZ | Excused |
| | M | Free |
| | S | Successful |
| | U | Unsatisfactory |

(b)S and U letter values are also used in evaluations like seminar, specialization course, semester project, and master without thesis and applied exams made after thesis defence examination of major art which are not bound to note.

(6)Person in charge of the related course annouces the success grades of the students in 7 days following the exam date via the student information system.

(7)The course achievement notes are indicated by 4 point system or their letter values in the grade status document.

Declaration of the results of the exams and objections to the results

Item 29 – (1) Students' achievement status is measured numerically according to the MDS.

Instructor of the course numerically announces the exam results made within the periods determined in the academic calendar. And the teacher hand over the exam papers and the tutorial to the head of the relevant department.

(2) Objection due to material error in grades of merit, which is the basis of evaluation, shall be officially made in the related institute within three working days following the announcement.

The director of the relevant institute requests the examination of the student's paper from a committee of three persons to be formed either from the lecturer directly teaching the course or from the faculty member of the relevant department, including at least one exam lecturer.

The faculty member or the committee concludes the objections within three business days and informs the relevant institute.

(3) In cases where the note change is necessary, the change can only be made with the approval of the relevant institution's board of directors. The result will be announced within three working days following the decision of the institute board of directors.

(4) The examination paper examined by the instructor or the committee of the course can not be appealed again to the institution or the boards of the university.

Course repetition

Item 30 – (1) Students will take the compulsory lessons they fail. Students who are unsuccessful in elective courses may take the same courses again or they may take other elective courses that are equivalent to these courses with the advisor's approval.

Scientific preparation program

Item 31 – (1) Candidates who have received a bachelor's or master's degree from different undergraduate or doctoral degree programs or a doctoral / post-graduate proficiency program they apply may be administered a scientific preparatory program with the recommendation of the main department's / main art branch's board and the approval of the related institute in order to get over his/her deficiencies. Similar applications apply to postgraduate / postgraduate doctoral or doctoral / artistic qualification students who have received a bachelor's or master's degree from higher education institutions other than the applicant's higher education institution.

(2) The duration of the program is at most two semesters without summer education included. This period can not be extended except for the semester leave and the student who can not succeed at the end of the term is disconnected from the institute. The time spent in this program is not included in the period of the postgraduate programs.

(3) Scientific preparation courses are in the compulsory subject status and can be chosen among the undergraduate courses for the students of master degree and among the undergraduate and postgraduate courses for the students of doctoral / artistic qualification. However, compulsory courses to be taken in the program do not replace the courses required to complete the relevant graduate program and are not included in the graduate grade average.

(4) In addition to the scientific preparatory courses, courses for the postgraduate program to which the student was accepted can be taken in such a way that it does not exceed 6 national credits in master degree and 9 national credits in doctoral degree with the recommendation of the presidency of the main department / main art branch and the decision of the executive board of the related institute.

(5) The national credit sum of the scientific preparatory courses in the program is at least 8, at most 30. In this program, total ECTS credits of courses that can be taken including scientific preparatory courses cannot be more than 45 ECTS for each semester.

(6) Scientific preparatory program students' grades in their undergraduate courses are evaluated according to the same criteria as undergraduate students, with attendance at the undergraduate level being valid. However, the success of these students are determined by the success evaluation criteria valid in the postgraduate program.

PART FOUR

Master's Program without thesis

Purpose and scope

Item 32 – (1) The aim of the graduate program without thesis is to inform the student about occupational issues and to teach how to use the existing knowledge in practice.

Duration of education

Item 33 – (1) The period of completion of the non-thesis master's program, except for the time spent in scientific preparation, is at least two semesters, at most three semesters, , starting from the semester in which the courses related to the program is registered, regardless of whether or not they register for each semester. Students who fail at the end of this program or fail to complete the program will be dismissed from the University.

Advisor assignment

Item 34 - (1) The consultant shall be appointed according to the principles stated in the 24th item at the latest until the end of the first semester

Course load and semester project

Item 35 - (1) The master program without thesis consists of 30 national credits and at least ten courses and a semester project less than 60 ECTS. Semester project course is non-credit

(2) The student has to register for the course in the semester in which the semester project is taken and submit the written project and / or report at the end of the semester. The result of the evaluation is declared either as successful or as unsuccessful.

(3) Courses are primarily selected from the program courses that are registered with the proposal of the head of the department or the request of the advisor/the student. The

request of the advisor can be selected from undergraduate courses of the relevant field provided that at most three courses have not been taken during undergraduate study with the proposal of the presidency of the major field of study / major field of art study and the decision of the Executive Board of the Institute. No courses can be taken from doctoral / artistic proficiency programs.

(4) The scope and conditions of the semester project course is determined by the consultant's recommendation, the opinion of the head of major field of study / major field of art study and the decision of the institute's board of directors. The student registers the semester project in the semester that he / she takes the semester project, determines the topic, creates a written report at the end of the semester according to the writing guide prepared by the institute and gives three copies to the head of the major field of study / major field of art study to be forwarded to the relevant institute.

5) The student presents his / her project on the appointed date determined by his / her advisor. The presentation is open to lecturers and graduate students.

6) Semester project course is evaluated by the consultant as successful or unsuccessful and the result is informed to the related institute. If the student fails the semester project course, the advisor informs the related institute and student about the reasons in writing.

7) Make-up examination is not allowed for the semester project course. The unsuccessful student shall take the semester project again in the following semester, provided that the project does not exceed its maximum duration.

Diploma

Item 36 - (1) For the postgraduate program without thesis, students who successfully fulfill all the conditions specified in this regulation and fulfill the other procedures required by the related institute are given a non-thesis postgraduate diploma, which has an approved name of the program of the major field of study in which the student is registered. Graduation date is the date of the last activity that must be performed in order for the program to be completed.

PART FIVE

Master's Program with Thesis

Aim and Content

ARTICLE 37 – (1) The aim of master's program with thesis is to provide students with gaining the ability of accessing to the information and, also compiling, interpreting and assessing it by using scientific research methods.

(2) The master's program with thesis includes lectures, seminar, thesis writing, thesis defence and, if any, complimentary activities/practice. In art major programs, a practice exam is also done after the thesis defence.

Duration

ARTICLE 38 – (1) The duration of master's program with thesis includes maximum four terms starting from the term that the lectures related to enrolled program start to be given, without considering whether the enrolment is done for each term or not. The duration for scientific preparation is not included in four-term duration.

(2) The university severs the connection of post-graduate students in case of not accomplishing the seminar and credit courses existing in teaching plan until the end of fourth term, or not providing the achievement requirements determined by the Council of Higher Education in this duration, failing in the thesis study in the maximum study period or not entering thesis defence.

The Appointment of Thesis Supervisor

ARTICLE 39 – (1) Thesis supervisor is appointed not later than the end of the first semester in accordance with the guidelines indicated in 24th article.

Lectures

ARTICLE 40 – (1) The course load in master's program with thesis includes the following lectures on condition of not being less than 21 credits and more than 30 credits: at least seven courses, one seminar course, one specialized field course (if available), consultancy, thesis study/artwork report and complimentary activities/ practice (if available). A post-graduate student enrolled in a master's program with thesis is required to gain 60 ETCS in terms of whole courses including seminar in course period; thesis study is 60 ETCS.

(2) The courses become definite after the approval of supervisor; but if the supervisor is not appointed yet, the courses become definite after the approval of the head of the department or art major.

(3) Maximum two courses can be chosen among from undergraduate courses on condition of not taking them in the under-graduate degree. Chosen courses, taken with the attendance condition of under-graduate degree, are assessed in accordance with the same criteria of under-graduate students. On the other hand, the achievement condition of these students is evaluated according to the achievement criteria of post-graduate program. Additionally, maximum two courses can be selected from other higher education institutes with the offer of the head of the department or art major and approval of institute management board. The courses that will be taken from another higher education institute are required to be not existing in home institution's teaching program. Courses cannot be taken from doctorate and proficiency in art programs.

(4) The post-graduate student takes seminar in the second term. Thesis study cannot be started unless passing seminar.

Proposal of Thesis Subject

ARTICLE 41 – (1) Thesis proposal is prepared by the post-graduate student under the control of thesis supervisor in accordance with thesis proposal form generated by related institute

and it is sent to the institute by means of the head of the department or art major at the latest until the end of second term or, in case of extending the course period, the thesis proposal is sent after the accomplishment of course load. If the thesis subject is disapproved, an alteration is demanded by the institute management board. The alteration process should be completed before the next term starts.

(2) Thesis subject proposal and the title of thesis become definite with the approval of institute management board.

(3) The change of thesis subject can be done with the offer of supervisor, the assent of the head of the department or art major and the decision of the institute management board. In case of changing thesis subject, the thesis procedure is started from the beginning.

Thesis Process

ARTICLE 42 – (1) In order to pass to thesis study, the student needs to accomplish courses, seminar, credits and ETCS and the other requirements determined in this guide and other complimentary activities/practices (if available).

(2) Until the graduation, the student enrolls for thesis study in each term. The thesis process starts after thesis subject proposal and thesis title are accepted. Thesis process cannot be less than two terms.

Ending Thesis

ARTICLE 43 – (1) The student, who accomplish thesis study by fulfilling all of the requirements determined in this guide book, gives a copy of the thesis to the supervisor. The supervisor reports his remark related to the thesis completed in accordance with spelling rules accepted by Senate to the related institute by means of the head of the department or art major. The student delivers the copies of thesis to the institute at a number determined by the related institute.

(2) Preliminary plagiarism investigation related to thesis is done with the knowledge of supervisor by using the software accepted by University. The institute sends the last plagiarism report related to the thesis to the supervisor and jury members. If an actual similarity is found according to the data in the report or the concrete evidence documented by jury member(s), the thesis is sent to the institute management board with justification for decision.

(3) The jury for master thesis is appointed with the offer of the head of the department or art major and approval of institute management board. In case of disapproving of thesis proposal, the thesis jury is determined by the related institute management board. Jury consists of three or five lecturers including thesis supervisor and at least a lecturer from another university. If the jury consists of three members, second thesis supervisor cannot be jury member. Additionally, two substitute members are determined; at least one of them should be from another university.

(4) Jury member(s) should inform institute management for not being able to attend thesis defence because of an excuse at least five days before thesis defence date. Instead of the

permanent member who cannot attend thesis defence because of an excuse, institute management invites the substitute member. Jury meetings cannot be done without supervisor or with missing member(s).

(5) The thesis defence, which is not done on the announced day, is reported to institute management with an official report by the authority of department or art major. The institute management board decides on the future process related to the juries that are not able to come together for the second time.

(6) The post-graduate student delivers the thesis to jury members including substitute members personally by signature or by cargo in three weekdays after being informed related to jury by the institute. Starting from the day of receiving the thesis, the jury members accept the student to the thesis defence on indicated day on condition of not earlier than ten days and more than 30 days. The student defends the thesis verbally in front of the jury. The duration of thesis exam including the presentation of thesis study and question-answer part cannot be shorter than 45 minutes or longer than 90 minutes. The thesis exam is realized in an atmosphere open to the listeners including instructors, post-graduate students and experts of the field.

(7) The thesis defense exam aims to examine the knowledge, analysis, synthesis and evaluation power in the subjects related to the study of the candidate. After the completion of the thesis defense examination, the jury decides on acceptance, rejection or correction of the dissertation with a simple majority in the closed session. The decision is communicated to the student by the jury orally and within three business days of the examination, the student is informed by the institute by means of the presidency of the department / department and this decision becomes final with the approval of the Graduate School Administrative Board. As a result;

A) The dissertation of the student whose dissertation is rejected and dismissed shall be discontinued. In the case that the same program's thesis without master's degree program is open and the student is required to attend, a master's degree without thesis is awarded, provided that the student has fulfilled the required credit load, project and other conditions for master's degree without thesis.

B) The student who has been given a correction for the thesis shall be re-defended in front of the same jury within the last three months, not exceeding the maximum period. At the end of the second examination, the jury decides acceptance or rejection of the thesis in the same way. Provisions specified in (a) of this Article shall apply to the student who has failed at the end of this defense and who rejects the thesis.

C) The student who is successful in the thesis defense examination is graduated with the decision of the Institute Board of Directors, provided that he / she delivers the documents related to his / her graduation and his / her accepted thesis within the last thirty days from the examination date. In accepted theses, the thesis acceptance confirmation page must be signed by the members of the jury.

(8) Students who are enrolled in master's programs with master thesis drills enter the practical examination in front of thesis jury after their thesis studies are accepted. The practical exam is held within the last five working days after the acceptance of the thesis. The exam is open to faculty and graduate students. At the end of the applied exam, the jury decides whether to succeed or fail with absolute majority, closed to students and listeners. The decision is communicated orally to the relevant institute by the jury within three business days following the examination. The student who fails the practical examination will apply for a new examination within two months of the examination date. A student who does not enter a practical test is deemed unsuccessful.

(9) In the practical examinations of master's programs with Master's branches, examinations will be held in accordance with the proposal of the head of the department which are concerning the characteristics of the programs and in the areas approved by the Institute Administration Board and declared on the institute web page.

(10) A student who fails to attend the defense examination without an excuse is deemed unsuccessful.

Diploma

ARTICLE 44 - (1) Within this ordinance which provides all conditions specified for the master's degree programme successfully, the student is awarded with a postgraduate diploma which is taught and related institutions required by other operations where the student is enrolled Department / thesis approved by HEC's programmes.

(2) The Institute Board of Directors may extend the delivery period of the thesis for a maximum of one month upon request. If the student does not fulfill the conditions of graduation, he / she can not take his / her diploma until the conditions are fulfilled and can not benefit from his / her student rights.

(3) The date on which the signed copy of the graduation date is submitted by the examination jury committee.

(4) A copy of the master's thesis is sent to the Presidency of the Council of Higher Education by the institute in electronic environment for the purpose of scientific research and activities within three months following the delivery of the thesis.

PART SIX

Doctoral Program

Purpose and scope

ARTICLE 45 - (1) The aim of the PhD students is to conduct independent research, comment with examining the scientific problems, the data with the deep perspective, analyze and gain the skills necessary to reach a new synthesis.

(2) Ph.D. programmes consist of lectures, seminars, doctoral proficiency exams, thesis proposal and defense, thesis work, thesis defense examination and if any complementary activities / applications.

(3) He / she must fulfill at least one of the following qualifications to be prepared at the end of his / her Ph.D. study: bringing novelty, developing a new scientific method, applying a known method to a new field.

Time of Education

ARTICLE 46 - (1) PhD program, excluding time spent on scientific preparation thesis for those who hold a master's degree to start the semester where the course for the program that records the maximum completion time regardless of is eight semesters that make recording can for each semester is twelve semesters. This period is ten semesters for those accepted by the undergraduate degree and the maximum completion period is fourteen semesters.

(2) Successful completion of the credited courses required for the Ph.D. program is four semesters for those who are admitted with the maximum graduation degree and six semesters for those who are admitted with the undergraduate degree. Students who fail to complete successfully their credited courses or who fail to achieve the minimum GPA stipulated by the relevant institution will be dismissed from the University.

(3) The student who successfully completes the courses with credits, who is successful in the proficiency examination and whose thesis proposal is accepted but can not complete the thesis study until the end of the twelve or fourteen semesters mentioned in the first paragraph, is interrupted.

Advisor Assignment

ARTICLE 47 - (1) Thesis advisor is assigned at the latest by the end of the first semester according to the rules specified in Article 24 of the Regulation.

Lessons

ARTICLE 48 - (1) PhD program consists the thesis master's degree and a total of twenty-one credit for students who have been accepted by an educational period of at least seven courses not less than 60 ECTS, seminar, thesis proposal, qualifying examination and thesis at least 240 ECTS. It is composed of at least 300 ECTS credits including 14 courses, seminar, proficiency exam, thesis proposal and thesis study for at least 42 credits for undergraduate students.

(2) Ph.D. students accepted by the graduate degree may choose not more than two courses from master's degree and maximum four courses from master's degree if they have not been accepted in master's degree. Undergraduate courses are not counted towards course load and doctoral credits.

(3) A maximum of four courses may be selected for the students who are admitted to the master's degree and the maximum number of courses for the students who are accepted to the graduate degree from the courses given in the other higher education institutions with

the recommendation of the institute headmaster. Courses to be taken from other universities should not be opened in the University's teaching programs.

(4) The student takes the seminar course in the second semester.

PhD Proficiency Exam

ARTICLE 49 - (1) PhD Proficiency exam aims to test whether the student has comprehensive knowledge and the power of synthesis regarding his/her basic and doctoral study within the fields of scientific thinking, internalization of the scientific methods and on the ability to carry out independent research.

(2) Those who were admitted with the master's degree with the condition of successfully completing their courses, seminar, credits and ECTS credits have to take the PhD proficiency exam earliest at the end of the third and latest at the end of the fifth semester. Those who were admitted with the bachelor's degree have to take the exam earliest at the end of the fifth and latest at the end of the seventh semesters.

(3) PhD proficiency exams are held twice a year in April and November. The student who has reached to the PhD proficiency stage and who will take the proficiency exam selects the related course opened by the department in the student information system during the mid-term on which the exam will be taken.

(4) PhD proficiency exam is organized and administered by the PhD Proficiency Committee (PhD PC). The doctoral proficiency committee consists of five permanent and two alternate faculty members with the recommendation of the faculty / science board and the approval of the Executive Board of Institute. The committee is renewed every two years. Former members can be re-elected. The committee establishes the exam juries to prepare administrate and evaluate the exams in different subjects. The jury of the proficiency exam accepted by the PhD PC and Executive Board of Institute consists of five permanent members including the supervisor (at least two of them are from outside the university) and two substitute members (at least one member is from outside the university). The relevant Executive Board of Institute decides whether the supervisor has the right to vote. If the supervisor does not have the right to vote, the number of the permanent jury will be six.

(5) PhD proficiency exam is administrated in two steps as written and oral. During the written exam stage, the jury evaluates the student's achievement grade out of 100 points. 70 and above is considered as successful. The student who succeeds in the written examination is taken to the oral examination. The oral stage is open to the participation of the audience consisting of lecturers, graduate students and field experts. The absolute majority of the exam jury decides whether the student is successful or unsuccessful by evaluating the success of the oral exam. This decision is notified to the institute by the head of the institute department within three business days following the proficiency exam.

(6) Students applied to take the PhD Proficiency Exam may request the postponement of the exam for only once on the condition that they are not in contradiction with the second paragraph provided that they are applied to the Doctoral Proficiency Committee one week before the examinations. With the decision of the relevant Executive Board of Institute, the

student is taken to the exam in the next exam period. Postponement does not imply an additional period. A student who fails to take the exam without a postponement request is deemed unsuccessful.

(7) Students failed in the proficiency exam will be retaken to the exam during the next exam period. If the student fails again, he/she is dismissed from the doctoral program.

(8) Provided that it does not exceed one third of the total credit amount, the exam jury may demand a student to take extra course/courses even if the student passed the PhD proficiency exam and completed the course load. The student must achieve the lessons finalized with the decision of the relevant Executive Board of Institute. These lessons are not accounted among the program's mandatory ECTS. The student cannot be taken to thesis defense exam without succeeding in these courses.

Thesis monitoring committee

ARTICLE 50 - (1) For the student succeeded in the proficiency exam, the thesis monitoring committee consisting of three faculty members who are suitable for the thesis subject is recommended by the head of the department within one month and finalized with the decision of the Executive Board of Institute. In addition to the the supervisor, there is one lecturer from inside and one lecturer outside the department in the committee. On determining the members, it is considered to include the faculty members from the relevant discipline, especially in the interdisciplinary thesis studies. In case a second thesis supervisor is appointed, the second thesis supervisor can attend the committee meetings. However, the second thesis supervisor cannot be a member of the thesis monitoring committee.

(2) In the following semesters after the establishment of the thesis monitoring committee, members may be changed within the same procedures provided a justification is given.

Thesis proposal and defense

ARTICLE 51 - (1) At the latest in six months from the date of the proficiency exam, the student successfully completed the PhD Proficiency Exam prepares the title, purpose, methodology and the work plan of the research in the form of a thesis proposal prepared by the Institute. Afterwards the proposal is notified to the institute by the head of the department. In addition, during the course enrollment term on which the exam will be taken, the student selects the course related to the thesis proposal defense exam, which was opened by the department in the student information system. The student defends the thesis proposal orally in front of the thesis monitoring committee. The student submits a written report on the thesis proposal to the members of the committee at least fifteen days before the oral defense

(2) The thesis monitoring committee decides by absolute majority whether the student's thesis proposal is accepted, rejected or will be corrected. One month is given for the correction. At the end of this period, the decision given by the absolute majority of the thesis monitoring committee in the direction of acceptance or rejection is notified to the institute within three working days following the end of the process.

(3) The rejected student has the right to choose a new supervisor and/or thesis subject. In this case, a new thesis monitoring committee may be appointed. The student who wants to continue with the same supervisor is taken back to the defense exam in three months and the one who changes the subject and the advisor is taken back to defense within six months. Provided that the thesis proposal rejected again in this defense, then the student is dismissed from the university.

(4) Without a reasonable excuse, if the student does not take the defense of the thesis proposal within the period specified in the first paragraph of this article, then he/she will be deemed unsuccessful and the thesis proposal will be rejected.

(5) For the student whose thesis proposal is accepted, thesis study starts at the beginning of the first semester following the acceptance of the thesis proposal and the student registers for the thesis study during the each course registration period until he/she graduates.

(6) The thesis monitoring committee will meet at least twice a year for the student whose thesis proposal is accepted, once between January-June and once between July-December. If there is a second supervisor, he/she can attend the meetings without the right to vote.

(7) The student presents the written thesis monitoring report to the committee one month before the meeting date and makes an oral defense. The summary of the work done so far and the work plan to be done in the next semester is specified in each report. A committee member, who could not attend to the meeting of the thesis monitoring committee because of some compulsory reasons, submits a report to the relevant chairman before the committee meeting with the reason explaining why he/she couldn't attend to the thesis monitoring. The thesis monitoring committee evaluates the submitted report and adds it to its report. The committee as successful or unsuccessful determines the student's thesis monitoring report. A student who fails to present or defend the report within the time limit is deemed unsuccessful. Student who fails respectively twice or three times at intervals will be dismissed from the university.

(8) To be able to take the thesis defense exam, the doctoral student needs to publish at least one article in a journal nationally or internationally indexed or a nationally validated journal screened by Ulakbilim or the student needs to submit the acceptance letter of the article to the Executive Board of Institute. The student must be the first author and thesis supervisors may be the co-authors in this article. Name of the university must be mentioned in the relevant publication.

Conclusion of thesis

ARTICLE 52 – (1) The student completing his/her thesis submits a copy of the thesis to his/her advisor. The opinion of the advisor that the thesis is completed in accordance with the thesis spelling rules of the graduate school is submitted to the graduate school by head of department. The student submits the required number of thesis to the graduate school.

(2) In order for the conclusion of the thesis, minimum three thesis monitoring committee reports evaluated as successful must be submitted to the relevant graduate school.

(3) Doctoral thesis jury is appointed with the proposal of the head of department and approval of Board of Directors of the Graduate School. The jury consists of five academic members three of which are the academic members included in thesis monitoring committee and minimum two of which are out of the University. In addition, two alternate members shall be appointed to the jury as one of them is out of the University. Relevant Graduate School Board of Directors decides whether the advisor has right to vote. If the advisor does not have right to vote, the jury shall consists of six academic members.

(4) The student presents his/her thesis, if the student is required to correct the thesis, corrected thesis to his/her advisor before the doctoral thesis defense. The similarity preliminary examination for the thesis is carried out using the software program that the university has accepted with the student within the knowledge of the advisor. The Graduate School sends the plagiarism software final report of the thesis to the advisor and jury members. In case of any plagiarism in the report data or an actual plagiarism according to data evidenced by exam jury member/members with concrete evidences, the thesis is sent to the Board of Directors of Graduate School for decision together with its justification.

(5) The student submits the jury thesis submission form indicating that he/she delivered his/her thesis to the jury members including alternate members, against signature after the jury information is notified to him/her by the relevant graduate school, in person or by cargo, to the relevant graduation school within three working days.

(6) Member / members who cannot attend the thesis defense examination due to excuse must inform the graduate school directorate at least five days before the exam date. Alternate member / members is / are invited by the graduate school board instead of the original member / members who cannot attend the thesis defense examination due to excuse. Jury meetings cannot be held without advisor or all members.

(7) The thesis defense exam which cannot be done on the day of announcement is recorded by a minute and reported to the graduate school board with the head of the department/art major. The procedure to be carried out on juries that cannot be gathered for the second time is decided by Board of Directors of Graduate School.

(8) The jury members gather within minimum ten days, maximum thirty days from date of delivery of the thesis and take the student to thesis defense exam. The student orally defends his/her thesis before the jury. Thesis exam consists of presentation of thesis works and question-answer section and the duration cannot be less than 1.5 hours, more than 3 hours. The thesis defense meetings are held open to the participation of the academic members, postgraduate students and expert audience.

(9) Upon completion of the thesis exam, the jury, without the presence of the audience, gives the decision of acceptance, rejection or correction of the thesis study by simple majority vote. The decision is submitted to the Graduate School by the head of the department/art major within three days following exam as an attachment to minute. The student whose thesis and proficiency in art study are rejected is dismissed from the University. The student whose thesis needs to be corrected makes the necessary amendments and re-defends his/her thesis before the same jury within maximum six

months. The student whose thesis is rejected in this defense again is dismissed from the University.

(10) Those enrolled in doctoral program with undergraduate degree and failed to finish his/her credit courses or thesis study within the maximum period or failed to pass doctorate dissertation successfully will be granted non-thesis master degree upon their requests, provided that the non-thesis master program of the same program is open and required credit load, project and other similar requirements have been fulfilled.

Diploma

ARTICLE 53 – (1) The student meets all the conditions for the doctorate program determined in this Regulation and fulfills the other procedures required by the relevant graduate school is awarded with the doctoral bearing the program name in the graduate school department, in which the student is registered, approved by the Council of Higher Education. The Graduate School Board may extend the deadline for submission of theses for a maximum one month upon request.

(2) The student who does not meet the graduation requirements cannot receive his/her diploma and benefit from the rights granted to students and dismissed from the University at the end of maximum period.

(3) The date on which the signed copy of the thesis is submitted by the exam jury commission is the graduation date.

(4) Within three months following the submission of the thesis, relevant Graduate School submits the soft copy of the doctoral thesis to the Council of Higher Education (YÖK) to be used for scientific research and activities.

PART SEVEN

Proficiency in Art

Purpose and Scope

ARTICLE 54 – (1) Proficiency in Art study is a higher education program which is equivalent to doctoral program and aiming at creation of an original work of art, a superior practice and creativity in music and performing arts.

(2) The proficiency in art program consists of courses, seminars, thesis study, if any, audition related to the thesis subject, exhibition, demonstration, recital, concert, representation, project study, thesis exam, practice exam and other complementary activities.

Education period

ARTICLE 55 – (1) Regardless of whether students register in each semester, the completion period of proficiency in art program for the students admitted with master degree shall be eight semesters starting from the semester in which registered curricular courses are given. This period shall not include scientific preparation period and shall be completed within

maximum twelve semesters. The period shall be ten semesters for the students admitted with undergraduate degree and must be completed within fourteen semesters.

(2) Maximum period to complete credit courses required for Proficiency in Art program is four semesters for those admitted with thesis master degree and six semesters for those admitted with undergraduate degree. The student who fails their credit courses and achieve the minimum grade point average stipulated by the University within this period is dismissed from the University.

(3) The student who passes credit courses and practices successfully but cannot pass the studies such as thesis, exhibition, project, recital, concert and representation within twelve or fourteen semesters as specified in the first paragraph is dismissed from the graduate school.

Appointment of Advisor

ARTICLE 56 – (1) The thesis supervisor is appointed according to the provisions of Article 24 at the latest until the end of the first semester.

Courses

ARTICLE 57 – (1) Proficiency in Art program consists of a total of 21 credits and minimum 240 ECTS credits including minimum seven courses not less than 60 ECTS credits in an academic year, practices, thesis, exhibition, project, recital, concert and representation for the students admitted with thesis master degree. For the students admitted with undergraduate degree, the program consists of a total of 42 credits and minimum 300 ECTS credits including minimum fourteen courses, practices, thesis, exhibition, project, recital, concert and representation.

(2) The students who are admitted with master degree may take maximum two courses, while the students who are admitted with undergraduate degree may take maximum four courses with the approval of Board of Directors of the Graduate School and proposal of Major Art Department of Graduate School. Courses to be taken from other universities must not be opened in the University's programs.

(3) Students enrolled in the proficiency in art program can also take undergraduate courses. However, undergraduate courses are not taken into consideration in the number of courses and credit calculation.

Proposal for subject of proficiency in thesis/art and process of proficiency in thesis/art

ARTICLE 58-(1)In the supervision of the counselor, student prepares the study of proficiency in art,the subject of studies such as exhibition, project, recital,concert, presentation, and the title of proficiency in art in accordance with the form of proficiency proposal formulated by the institute. The form is discussed at the board of major arts and the decision taken is forwarded to the institute by the presidency of the major arts.The subject of proficiency in arts and the title of the study becomes definite with the decision of the Institute Administration Committee.

(2)The student whose proposal for proficiency in the art is rejected has the right to choose a new counselor and/or a new proficiency in art subject.The student who wants to continue with the same counselor to the programme prepares proposal for proficiency in art again within three months and the student who changes his subject for proficiency in art prepares it within six months and the one whose proposal has been rejected again by the way of the first paragraph of this article is dismissed from the University.

(3)The study of proficiency in art for the student whose proposal of proficiency in art accepted starts at the beginning of the first semester following the acceptance of the proposal of proficiency in art and the student enrolls in the study of proficiency in arts every semester until he graduates.Related to the facilities of proficiency in art study , the student hands in the monitoring report of proficiency in art which he will prepare ,to the presidency of major arts between January -June and July -August months every year.The decision of the board of major arts is delivered to the institute by the presidency. If there is a second counselor,he may attend the meetings without voting right.The student presents first proficiency in art monitoring report six months after the proposal of proficiency in art is accepted by the board of institute in written form and other monitoring reports of proficiency in art at the end of the every following six months - a month before the meeting date.Each report is evaluated in a similar way.The summary of the studies having been made until then and the plan of the study that will be made next semester are indicated.The student's proficiency in art monitoring report is determined as successful or unsuccessful by the board of major art.

(4)The student who doesn't prepare the proficiency in art monitoring reports within the period mentioned in the first paragraph of this article without an eligible excuse or present it to the presidency of the major art or the student who fails in the proficiency in art monitoring reports mentioned in the third paragraph successively twice or three times at intervals is dismissed from the institute.

(5)In order to complete proficiency in art program within the mentioned period, it is necessary to be succesful at least in three art proficiency monitoring reports after the acceptance of the proposal of proficiency in art.

(6)The student who is preparing the thesis writes the text which is certificating and explaining his work such as obtained results, exhibition, project, recital, concert, performance suitable for the spelling rules accepted by the related institute and defends his works such as thesis, exhibition, project, recital, concert, performance orally in front of a jury.

(7)To be able to enter the thesis defence exam, students enrolled in proficiency programs in art should be the first writer of at least an article -which will be involved in his thesis - published or accepted to be published by a nationally or internationally refereed magazine or a personal activity made, such as an audition, a performance, an exhibition, a fashion show, a workshop or project applications approved by the cosultant are looked for as a pre-condition. In the publication mentioned advisors of the thesis can be included as co-authors. In the related publication, the condition of mentioning the name of the University is sought.

Completion of proficiency in art study

Article 59 –(1)The student who completes the proficiency in art submits an example of the study to the consultant. The opinion that the study has been completed in accordance with the spelling rules of the related institute is discussed in the main committee and the decision is informed to the related institute by the presidency. The student submits the examples of the study as many numbers as requested to the institute.

(2)The similarity preliminary examination of the thesis is done by using the software program accepted by the University together with the student within the information of the advisor. After receiving the final report of the plagiarism software program related to the dissertation, the institute sends it to the advisor and the members of the jury. In the event of a determination of genuine plagiarism upon the data in the report or the data which the test jury member(s) certify with solid evidence, the thesis with its justification is sent to the Institute Board of Directors so as to make a decision.

(3)Thesis/proficiency in art jury is assigned with the approval of the consultant and the proposal of the Institute Department/Major Art Presidency and the approval of Institute Board of Directors. The jury consists of five academic members, at least two of whom are outside the University, including the supervisor. In addition, two alternate faculty members, one from outside the University are determined. The relevant board of directors decides whether the counselor has the right to vote. If the counselor does not have the right to vote, the jury consists of six faculty members. In addition, the second thesis supervisor may take part in the jury without voting right.

(4)The student sends his thesis/study to the members of the jury, including the substitute members, personally or by cargo within three working days against signature after the date of notification of the jury knowledge to him. The members of the jury meets at the date of the relevant examination not less than ten days and more than thirty days after the date of delivery of the thesis to them and they take the student to the thesis examination. The duration of the presentation of the proficiency in art and subsequent examination consisting of question and answer sections cannot be less than one and half hours and not more than three hours. The dissertation jury asks the students to make performances in the areas according to the characteristics of the relevant program, proposal of the relevant major art department presidency and in the areas approved by the Institute Management Board and in the areas declared on the Institute web site and then they assess this performance. The exam is open to the participation of listeners, consisting of lecturers, graduate students and field specialists.

(5)After the completion of the examination, the jury decides acceptance, rejection or rectification with a simple majority confined to the listeners. Students accepted for thesis and proficiency in art are evaluated as successful. This decision will be reported to the relevant institute within three working days following the examination by the presidency of the institute. The student whose thesis and proficiency in art study is found unsuccessful and rejected is dismissed from the University. The student who has been given a decision of correction for proficiency in art makes the necessary corrections within six months at the latest and redefend his proficiency in arts such as thesis, exhibition, project, recital, concert and representation in front of the same jury at the end of this defence without exceeding

the maximum limited time. The student whose proficiency in art study isn't accepted and found unsuccessful after the end of this defence is dismissed from the University.

(6) In the case that the graduate program without a thesis is open, students who applied to the arts proficiency program with the undergraduate degree must be able to fulfill the required credit load, project and other similar conditions in case of their demands in case of unsuccessful in artistic competence thesis.

(7) Master's degree without thesis diploma is given to the students who applied to proficiency in art program with their bachelor degrees and failed in this program in the case of their demands and required credit loads, projects and other similar conditions are fulfilled and in the case that the graduate program without a thesis is opened.

Diploma

Article 60-(1) In this regulation, a student who successfully completes all the conditions determined for the proficiency program for arts and fulfills the other procedures required by the related institute, is awarded an arts proficiency diploma which determines the field according to the nature of the arts branch, approved by the Higher Education Council.

(2) A student who fails to fulfill the conditions of graduation cannot receive his diploma, take advantage of his rights until he fulfills these conditions and will be dismissed from the University if the maximum period expires.

(3) Graduation date is the date on which the signature of the thesis is delivered by the examination jury commission.

(4) A copy of the artistic competence thesis is sent electronically to the office of the Higher Education Council for presentation of scientific research and activities within three months from the delivery of the thesis by the relevant institute.

PART EIGHT

Miscellaneous and Final Provisions

Disciplinary affairs

ARTICLE 61 – (1) The provisions of the Student Disciplinary Regulations for Higher Education Institutions published in the Official Gazette dated 18/8/2012 and numbered 28388 apply to the students in the graduate programs.

Students with disabilities

ARTICLE 62 – (1) The University Executive Board and the relevant institute board are authorized to make and implement necessary arrangements for students with disabilities.

Specialty in medicine and dentistry

ARTICLE 63 – (1) Specialty in medicine and dentistry is equivalent to doctorate degree, and these specialist-training programs are carried out in accordance with the Specialist Training in Dentistry and Medicine Regulation published in the Official Gazette dated 26/4/2014 and numbered 28983.

Validity periods and application guidelines for some examinations

ARTICLE 64 – (1) The validity periods of the centralized and equivalent exams included in the conditions of admission to the graduate programs are limited to their validity periods.

(2) Each institute is entitled to prepare its own education, training and exam application principles based on this Regulation and submit it to the University Senate for the approval.

Cases for which there are no provisions

ARTICLE 65 – (1) In cases where there is no provision in this Regulation; Regulation on Organization and Operation of Graduate Education and Training Institutes published in the Official Gazette dated 3/3/1983 and published in the Official Gazette No. 17976, the provisions of the related legislation and decisions of the Council of Higher Education, the related institute commission and related institute board shall be applied.

Repealed Regulation

ARTICLE 66 – (1) The Dicle University Graduate Education and Examination Regulation published in the Official Gazette dated 31/7/2015 and numbered 29431 has been repealed.

Transitional provisions

PROVISIONAL ARTICLE 1 – (1) For those students in graduate program, the maximum periods determined by this Regulation start from the fall semester of 2016-2017 academic year, regardless of the periods previously used by the students. Therefore, authorized bodies of the institute conclude applications of the students for the continuation of courses, attendance, thesis and similar matters.

(2) The fourth paragraph of Article 17 shall not be applied to the students enrolled in more than one graduate program at the same time before the publication date of this Regulation.

(3) The eighth paragraph of Article 51 and the seventh paragraph of Article 58 are applied to those students enrolled in doctorate and proficiency in art programs from the academic year of 2016-2017 onwards.

(4) Students enrolled on the condition that they should fulfill the foreign language requirement before the 2015-2016 academic year and are still unable to fulfill the said condition are obliged to provide the requirements of at least 45 foreign language score in order to pass to the thesis stage.

(5) Students who were enrolled before 2016-2017 academic year will not be required to fulfill an ECTS condition for graduation and the ninth paragraph of Article 23 is not applied to students of masters with thesis and doctorate / proficiency in art.

(6) Provisional Article 1 of the repealed Regulation on the Graduate Education published in the Official Gazette No. 22683 dated 1/7/1996 shall apply to the students who started their graduate education before 2/6/2007 and have not passed yet the required foreign language exam to take doctorate / proficiency in art exams.

(7) The provisions of the second paragraph of Article 12 of the repealed Graduate Education and Examination Regulation of Dicle University published in the Official Gazette dated 28/8/2012 and numbered 28395 shall apply to those students enrolled for the first time between 2012 and 2015.

Validity

ARTICLE 67 – (1) This Regulation shall enter into force on the date of publication.

Execution

ARTICLE 68 – (1) The Rector of Dicle University enforces the provisions of this Regulation.