

Published in the Official Gazette on 16.08.1999 and No: 23788

**ATILIM UNIVERSITY**

**SUMMER SCHOOL REGULATION**

**Purpose**

**Article 1:**

- a) To provide an opportunity for students to take courses during summer months which they have failed in the fall and spring semesters,
- b) To reduce the number of students in large classes in the fall and spring semesters,
- c) To provide an opportunity for students to increase their course grades,
- d) To provide students with language courses which they have failed during their study in the English Preparatory School,
- e) To provide an opportunity for irregular students to become regular students by giving them courses they have been unable to add because of overlapping of the courses, prerequisite courses and class quota restrictions in the fall and spring semesters,
- f) To support students who are pursuing a double major and minor programme by decreasing their workload in the fall and spring semesters.

**Scope**

**Article 2:** Summer school programme which is prepared within the framework of Article 2 of the Atılım University Education-Training and Examination Regulation is an education and training programme which does not comprise fall and spring semesters but is implemented in the summer months.

**Opening of the Courses**

**Article 3:** The courses to be opened in the summer school shall be specified by the approval of the respective head of the department upon the application of the students within two weeks after the end of the spring semester and upon the approval of the consultants. After the consent of the respective departments of the faculty or institute, the programme shall be submitted to the University Senate. Upon the approval of the programme by the University Senate, the programme shall be announced.

## **The Number of Students**

**Article 4:** In order for the summer school to be opened, the minimum number of students enrolled in the programme shall be 8. The Head of the Department has the right to change this minimum number according to the nature of the course.

## **Course Enrollment**

**Article 5:** Students shall enroll in the courses they take in the summer school programme within two weeks after the end of the spring semester. During the summer school programme prospective graduate students shall only take courses worth a maximum of ten credits on condition that they do not take more than three courses. Other students shall take maximum two courses from undergraduate and associate programmes.

Taking up an additional course, withdrawing a course or suspending the enrollment are not allowed during summer school period. Attendance is compulsory. Tuition fee shall not be returned to students who have enrolled to the summer school programme, but who have not attended the courses.

## **Duration of the Summer School**

**Article 6:** The education and training period in the summer school shall be specified by the University Senate in each academic year. The minimum period shall be seven (7) weeks and final examinations shall not be included in this period. For each course the total number of course hour is equal to the total number of course hour in the fall and spring semesters.

## **Financial Provisions**

**Article 7:** The amount of the additional wage to be paid for the lecturers shall be specified by the Board of Trustees of Atılım University in accordance with the recommendations of the Rectorate. Students who have attended summer school shall pay in cash for each course they take.

## **Assessment**

**Article 8:** Attendance, mid-term examination, assignment, project, laboratory, traineeship, application, and final examination shall be assessed according to the provisions of the Atılım University Education-Training and Examination Regulation.

**Article 9:** Grades shall be kept in the file named “Summer School” in the records of students affairs and grade lists. These grades shall be assessed and registered like the grades in the fall and spring semesters.

## **Exceptions**

**Article 10:** Prospective graduate students shall take their diplomas on condition that they are successful at the end of the summer school. Diplomas shall be provided at the end of the eighth semester.

**Article 11:** In the case of matters not regulated by this Regulation, decisions of the University Senate, respective faculty, college or vocational college shall be applied on condition that they are in line with the provisions of this regulation.

**Article 12:** As stipulated in Article 4 of the Regulation of Atılım University Concerning Summer School, foreign language summer school course lasting seven - eight weeks is offered for students who are unsuccessful in their levels and proficiency exam at the end of the academic year at the English Preparatory School. Students who are successful in their levels they have repeated shall be taken in the appropriate levels to be offered in the next academic year. The students who have successfully completed their third level but failed in proficiency exam and attended summer school shall take proficiency exam to be given at the end of summer school. Those who are successful in this exam shall attend their programmes in their related departments. Those who are unsuccessful in the proficiency exam shall reserve their right to take the proficiency exam to be given at the beginning of academic year.

The University Executive Board is authorized to open level course for the students who have not completed their levels. Students who attend summer school programme shall pay tuition fee in cash.

## **Enactment**

Article 13: This Regulation comes into effect on the date of publication.

## **Implementation**

**Article 14:** These rules and regulations are implemented by the Rector of Atılım University.