Official Gazette dated November 16, 2026, no. 33432

ATILIM UNIVERSITY REGULATIONS ON GRADUATE DEGREE EDUCATION

SECTION ONE
Introductory Provisions

Purpose

ARTICLE 1 – (1) These Regulations aim to specify the conditions to be applied to education, teaching and examinations in graduate degree programs implemented at the graduate schools of Atılım University.

Scope

ARTICLE 2 - (1) These Regulations cover the provisions on the graduate degree education consisting of the graduate and doctorate degree programs of Atılım University.

Basis

ARTICLE 3 – (1) These Regulations have been prepared on the basis of Articles 14 and 44 of the Higher Education Law dated 4/11/1981 no. 2547.

Definitions

ARTICLE 4 - (1) The definitions for the terms in these Regulations are as follows:

a) ECTS: The European Credit Transfer System,

b) ALES: The Academic Personnel and Graduate Education Entrance Exam,

c) APEX: The Atılım University Department of Basic English (DBE) Proficiency Test,

ç) Department Major of Graduate School/ Art Graduate (GSDM/ASDM): The department major of graduate school /art graduate school under the graduate schools of Atılım University,

d) Head of the Department Major of Graduate School/ Art Major: The head of the graduate school department major /art major under the graduate schools of Atılım University,

e) Graduate school board: The graduate school boards of the graduate schools of Atılım University,

f) Graduate school manager: The managers of the graduate schools under Atılım University,

g) Graduate school executive board (GSEB): The graduate school boards of the graduate schools of Atılım University,

ğ) Equivalent diploma program: Degree programs sharing the same name, or detected to share at least 80% of their content by the relevant executive boards,

h) Plagiarism: The process of using the opinions, methods, data or works of others partly or completely, as one's own and without referencing in accordance with scientific rules,

ı) Board of Trustees: The Board of Trustees of Atılım University,

i) Directorate of Student Affairs: The Directorate of Students Affairs of Atılım University;

j) ÖSYM: The Student Selection and Placement Center,

k) President: The President of Atılım University,

l) Senate: The Atılım University Senate,

m) University: Atılım University,

n) Foreign language exam: The central language exams approved, and international language exams deemed equivalent by ÖSYM,

o) YÖK: The Council of Higher Education.

SECTION TWO
Graduate Degree Programs

General principles

ARTICLE 5 - (1) Graduate degree programs may be either thesis, or non-thesis programs. The Senate shall decide on the department majors/ art majors of graduate schools and the means to conduct such programs.

(2) Transition between thesis and non-thesis programs may be performed upon student application on the grounds that the student exhibits the conditions required, with the approval of the relevant GSDM/ASDM and the relevant GSEB.

Application and admission

ARTICLE 6- (1) To apply to graduate degree programs, candidates are required:

a) To hold an undergraduate degree,

b) To have the ALES scores required by the Senate and no less than 55 points in the score type relevant to the program in question, or a score from an international examination accepted by the Senate as an equivalent to ALES, as well as to meet any other criteria deemed appropriate by the Senate and announced to the candidates; and

c) Candidates must hold a foreign language proficiency score determined by the Senate, obtained from central foreign language exams accepted by the Council of Higher Education, or international foreign language exams deemed equivalent by ÖSYM for our programs in English.

(2) The ALES requirement stipulated in the first paragraph shall not apply to graduate degree program applicants who hold a doctorate, proficiency in arts, or a specialization degree in medicine, dentistry, veterinary medicine, or pharmacy. The following applies for the evaluation process of such candidates:

a) Regardless of the score type or field of specialization required for admission to the graduate program from which the candidate graduated, the candidate's ALES score shall be set at 75 by the Senate; and this score shall be announced as part of the requirements for the relevant program as well as used in the evaluations. If the candidate presents ALES documentation proving their score to be higher than 75, the proven score shall constitute the basis for their evaluation.

b) These candidates may apply in a field different from their previous score type, or the field studied while pursuing their doctorate degree or proficiency in art.

c) The score announced is regarded as the ALES score of candidates, regardless of the score class.

(3) ALES scores may not be a requirement for non-thesis graduate degree program admissions. Where required, the Senate determines the base ALES score for admission.

(4) For graduate degree programs that admit students based on their ALES score, admission may be determined solely by the ALES score; alternatively, the undergraduate grade point average, the results of a written academic assessment, and/or the results of an interview may also be taken into account in addition to the ALES score. In this case, the Senate determines the weight of the ALES score when evaluating applicants, provided that it is not less than 50%.

(5) Principles regarding the candidates who are graduates (to be) are determined by the Senate.

Thesis graduate degree programs

ARTICLE 7- (1) A thesis graduate degree program allows the student to acquire the ability to access, compile, interpret, and evaluate information using scientific research methods.

(2) A thesis graduate degree program consists of at least seven credit-bearing courses to total no fewer than 21 credits, a seminar course, and a thesis project. The seminar course and the thesis project are pass/ fail courses. A thesis graduate degree program consists of at least eight courses that include the seminar course and the thesis project course, amounting to a total of no fewer than 120 ECTS credits, with an academic year comprising at least 60 ECTS credits.

(3) The student may select undergraduate courses with the approval of the head of the relevant GSDM on the condition that a maximum of two graduate degree courses have not been taken during their undergraduate program studies. The head of department major may transfer their authorization for approval to the academic advisor within the scope of this Paragraph.

(4) Students may take a maximum of two courses from other higher education institutions to count towards the course load of their program with the proposal by the relevant GSDM and the decision by the relevant GSEB.

(5) The extra courses to be taken by students completing their minimum course load requirements specified by the relevant GSDM shall not be taken into account in general point average calculations but will be indicated on the transcript.

Duration

ARTICLE 8 - (1) The period of study for thesis graduate degree programs is four semesters, to be completed within at most six semesters, excluding the scientific preparation period, and starting from the semester where program courses are presented for the first time, regardless of whether students register for each semester.

(2) Students failing to complete their preplanned credit hours and seminar hours successfully, or to meet the conditions/ criteria for success as stipulated by the University in this period; and those failing their thesis studies within maximum allowed periods of study or failing to attend their thesis defense shall be dismissed from the University.

Appointing thesis advisors

ARTICLE 9 - (1) In thesis graduate degree programs, the head of the relevant graduate school department major/ art major shall propose a thesis advisor to be appointed among the academic staff of the University for each student no later than the end of their first semester. The thesis topic determined by the student in consultation with their advisor shall also be proposed to the graduate school no later than the end of their second semester. The appointment or replacement of a thesis advisor(s), as well as any changes to the thesis topic or title, shall be determined by the GSEB upon the recommendation of the relevant GSDM.

(2) Thesis advisors are appointed among the faculty members of Atılım University who have presented courses in undergraduate programs for a minimum of two semesters. Researchers who hold at least a doctorate degree and are appointed on a part-time basis under the scope of Additional Article 46 of Law no. 2547 may also be appointed as thesis advisors. However, for such individuals to be appointed as advisors, the provision of a relevant request from the student, the written consent of the researcher in question, the opinion of the relevant GSDM, and a decision by the relevant GSEB are required. In the event that there are no faculty members present in the University meeting the requirements, faculty members from other universities may be appointed as thesis advisors within the principles determined by the Senate, subject to the opinion of the relevant GSDM and a decision by the relevant GSEB. In cases where a thesis study requires more than one advisor, a second advisor may be appointed from within or outside the University among individuals holding at least a doctorate degree.

(3) The relevant GSDM determines the courses to be taken and manages registration procedures of students until a thesis advisor is appointed.

(4) Students are obliged to register to the thesis project course in each semester following the appointment of a thesis advisor.

(5) For faculty members who leave the University due to reasons such as retirement or transferring to another higher education institution, existing advisory duties may continue, provided that a co-advisor is appointed among the academic staff of the University upon the decision of the GSEB.

Conclusion of graduate degree theses

ARTICLE 10 - (1) A thesis graduate degree program student who has successfully completed their coursework with a cumulative grade point average of at least 3.00 out of 4.00, fulfilled the requirements set forth in Article 7, and completed their graduate degree thesis within the timeframe specified in Article 8, is required to document their findings in accordance with the formatting guidelines approved by the Senate and to defend their thesis before a jury. Theses must be prepared in the program language.

(2) Prior to the defense of their graduate degree theses; or in cases where revisions are required, upon completing the revisions in question, students shall finalize their theses and submit them to their thesis advisors. Students having their theses accepted by their advisors shall then apply to the relevant GSDM for their thesis exam. The relevant GSDM submits a physical or electronic copy of the thesis, now reviewed by the advisor, along with the thesis jury proposal and a plagiarism detection software report, to the relevant graduate school. The plagiarism detection software report for theses is received by the relevant thesis advisor or the graduate school management. If plagiarism is detected based on the data in the report, the thesis is submitted to the GSEB for a

decision, accompanied by the relevant justification. The final date by which students may take their thesis defense exams is specified in the academic calendar.

(3) The graduate degree thesis jury is appointed upon the recommendation of the thesis supervisor and the relevant GSDM, and with the approval of the relevant GSEB. Three to five faculty members among whom are the student's thesis advisor, and at least one faculty member from a different university, constitute the jury. In the event where three individuals constitute the jury, the secondary advisor may not be appointed as a jury member. Two alternate members are appointed for the jury from outside the University.

(4) The jury members gather within maximum one month from receiving the thesis and subject the student to the thesis defense exam. The thesis assessment consists of thesis presentation and follow-up questions. The session is open to an audience. The audience consists of instructors, graduate degree program students, and field specialists.

(5) At the end of the examination; the jury decides to accept, reject, or require corrections by a simple majority vote, without the presence of the audience. The jury decision is then submitted to the relevant Graduate School by the relevant GSDM with a report, within three days the latest.

(6) Students with rejected theses are dismissed from the University.

(7) Students having received the decision to review their theses must complete their work within three months the latest, to defend their theses before the same jury. Students whose theses are rejected for a second time are dismissed from the University.

(8) Upon request by students with rejected theses, students receive a non-thesis graduate degree diploma provided that they meet the conditions such as course credit load, and project writing within the extension period of maximum one semester. In this case, the student is required to register for the semester in question and pay the fee for that semester, as determined by the Board of Trustees.

(9) If the post-defense thesis is submitted to the graduate school after the add-drop period of the next semester, the student is obliged to register for the next semester in which they are expected to provide corrections and pay the fee determined by the Board of Trustees for the extension period.

Thesis graduate degree diploma

ARTICLE 11 - (1) In order for a graduate degree program student to be awarded their graduate degree, the student must successfully complete all courses in the curriculum of the graduate degree program with a thesis and graduate with a cumulative grade point average of at least 3.00 out of 4.00.

(2) Provided that the student has successfully defended their thesis and fulfilled the requirements for graduation, they shall submit three bound copies of their graduate degree thesis, along with a copy in the specified electronic format on a portable storage device or on three separate CDs to the relevant graduate school management within one month from the date of their thesis defense session. If the graduate degree thesis of the student is found to be in compliance with formatting requirements, the GSEB decides on their eligibility for graduation. In order to graduate, students are required to fulfill their obligations to the University and have no outstanding liabilities. The GSEB may extend the graduate degree thesis submission period for maximum one month upon request. Students failing to meet these conditions may not receive their diploma and may not be granted student rights until the conditions are met; and should the maximum period be exceeded, they are to be dismissed from the University.

(3) The graduate degree diploma states the YÖK-approved title of the program taken in the GSDM by the student and the expression "thesis graduate degree." The graduation date is the date on which the signed copy of the thesis, approved by the examination jury commission, is submitted to the graduate school.

(4) Within three months of the submission of the thesis, a copy of the graduate degree thesis is sent by the graduate school to the Council of Higher Education in electronic format, to be made available for use in scientific research and activities.

Non-thesis graduate degree programs

ARTICLE 12 - (1) Non-thesis graduate degree programs provide students with knowledge on professional subjects and demonstrate how existing knowledge may be applied in practice.

(2) Non-thesis graduate degree programs consist of minimum ten credit courses and a semester project course, for a total ECTS score of minimum 60. Students are obliged to register for their project course in the semester to begin a project, and deliver their written reports, or anything produced in relation to the project, at the end of the semester. The project report must be written in the program language. The semester project course is a pass/ fail course.

(3) Students may select up to three courses from the undergraduate curriculum for their non-thesis graduate degree program, provided that these courses were not taken during their undergraduate studies and have been approved accordingly by the head of the relevant GSDM. The head of department major may transfer their authorization for approval to the academic advisor within the scope of this Paragraph.

Duration

ARTICLE 13 - (1) The period of study for thesis graduate degree programs is two semesters, to be completed within at most three semesters, excluding the scientific preparation period, and starting from the semester where program courses are presented for the first time, regardless of whether students register for each semester. Students who fail, or are otherwise unable to complete their program, are dismissed from the University.

Appointing advisors

ARTICLE 14 - (1) In non-thesis graduate degree programs, the relevant GSDM appoints a faculty member or a lecturer holding a doctorate degree and bearing the qualifications specified by the Senate, by the end of the first semester at the latest, to advise a student through course selection procedures and project studies.

(2) The relevant GSDM determines the courses to be taken and manages registration procedures of students until a thesis advisor is appointed.

Non-thesis graduate degree program diploma

ARTICLE 15 - (1) The conditions for students to receive a non-thesis graduate degree program diploma are as follows:

a) Successful completion of their credit-bearing courses and the semester project,

b) A cumulative grade point average of at least 2.50 out of 4.00,

c) Submission of the required number of copies of the semester project in the specified format to the relevant graduate school management, and the condition that their project is in compliance with the required formal standards,

ç) Having fulfilled all obligations to the University and having no outstanding liabilities.

(2) The non-thesis graduate degree diploma states the YÖK-approved title of the program taken in the GSDM by the student.

(3) Students enrolled in a non-thesis graduate degree program may, upon request, transfer to a thesis graduate degree program provided that they meet the minimum requirements established for their desired program. In this case, courses received in their non-thesis graduate degree program may count towards the completion of the courses of their thesis graduate degree program, upon the relevant decision by the GSEB.

SECTION THREE
Doctorate Degree Programs

General principles

ARTICLE 16 - (1) Doctorate degree programs aim to equip students with the skills to conduct independent research, study and analyze the scientific events with a broad and in-depth point of view, and the capability to determine the steps required for reaching new syntheses. The dissertation to be prepared at the end of doctorate degree program studies must add novelty to science, develop a new scientific method, or apply a known method to a new field.

(2) For students admitted with a thesis graduate degree program diploma, a doctorate degree program consists of at least seven credit-bearing courses totaling at least twenty-one credits, a

seminar course, a qualifying examination, a thesis proposal, and thesis studies, amounting to a minimum of 240 ECTS credits; with the requirement that one academic year corresponds to no less than 60 ECTS credits. For students admitted with an undergraduate degree program diploma, a doctorate degree program consists of at least 300 ECTS credits, comprising fourteen credit-bearing courses totaling at least forty-two credits, a seminar course, a qualifying examination, a thesis proposal, and thesis studies. Doctorate degree program courses must be completed with a minimum CGPA of 3.00 over 4.00.

(3) Doctorate degree program students may take undergraduate courses. Undergraduate courses shall not count towards their course load and doctorate degree program credits.

(4) Maximum two and four courses may be selected respectively for students of doctorate degree programs admitted with a graduate degree and among the courses offered by other universities with the suggestion by the head of department major/ art major of the graduate school, and the approval by the relevant GSEB.

(5) The extra courses to be taken by students completing their minimum course load requirements specified by the relevant GSDM shall not be taken into account in general point average calculations but will be indicated on the transcript.

(6) Doctorate degree programs do not constitute evening courses.

Application and admission

ARTICLE 17- (1) To apply to graduate degree programs, candidates are required to present the following:

a) A diploma from an undergraduate degree or a thesis graduate degree program,

b) For candidates applying with their undergraduate degree, a minimum undergraduate grade point average of 3.00 out of 4.00,

c) A score in the relevant ALES category as required for the specific program of no less than 60 points for those holding a graduate degree, or no less than 80 points for those holding an undergraduate degree; or, in the absence of an ALES score, a score as determined by the Senate on an international examination recognized as an equivalent to ALES,

ç) A graduate degree of at least ten semesters from medical, dental, veterinary, or pharmacy schools, excluding preparatory classes, or a specialization certificate in a laboratory field obtained as per the principles established by the Ministry of Health, and an ALES score of at least 60 in the relevant score type for the program to which they are applying, as determined by the Senate,

d) In cases where the language requirement for the program applied to differs from the native language of the candidate; a score of minimum 60 as determined by the Senate in a centralized foreign language examination in the relevant language that is recognized by the YÖK, or an equivalent score from an international foreign language examination recognized as such by the ÖSYM.

(2) The ALES requirement specified in Clause (c) of the first Paragraph shall not apply to applicants for doctorate degree programs who hold a degree in a doctorate, proficiency in arts, or medical, dental, veterinary, or pharmaceutical specialty program. The evaluation transactions of these candidates entail the following:

a) Regardless of the score type or field of specialization required for admission to the graduate program from which the candidate graduated, the candidate’s ALES score shall be set at 75; and this score shall be announced as part of the requirements for the relevant program as well as used in the evaluations. If the candidate presents ALES documentation proving their score to be higher than 75, the proven score shall constitute the basis for their evaluation.

b) These candidates may apply in a field different from their previous score type, or the field studied while pursuing their doctorate degree or proficiency in art.

c) The score announced is regarded as the ALES score of candidates, regardless of the score class.

(3) In doctorate degree program admissions, in addition to the ALES scores of candidates, factors such as language proficiency scores, the results of a written scientific evaluation examination

and/or an interview, as well as undergraduate and/or graduate grade point averages, may also be taken into consideration. The Senate determines the weight of the ALES score when evaluating applicants, provided that it is not less than 50%.

(4) Applicants who complete an undergraduate degree program with a duration of ten semesters excluding preparatory school studies are considered to hold a graduate degree.

(5) To apply for doctorate degree programs in basic medical sciences, medical school graduates are required to hold an undergraduate degree and possess either a “basic medical sciences” score from the Medical Specialty Training Entrance Examination (TUS) at a level to be determined by a Senate decision and no less than 50 points, or an ALES score in the quantitative category at a level to be determined by a Senate decision, no less than 55 points. Applicants who are not graduates of a medical school must hold a graduate degree; graduates of dentistry or veterinary medicine schools must hold an undergraduate degree and possess an ALES score in the quantitative category at a level to be determined by a Senate decision, no less than 55 points. The basic medical score is calculated by taking the standard score obtained from the Basic Medical Sciences Test-1 section of the TUS, multiplying it by 0.7, and adding it to the standard score obtained from the Clinical Medical Sciences Test, multiplied by 0.3. In the admission of students to doctorate degree programs, in addition to basic medical science examination scores or ALES scores, factors such as undergraduate and/or graduate grade point averages, as well as the results of scientific evaluations and/or interviews, may also be taken into account where necessary. The details concerning this evaluation, as well as other documents that candidates are required to provide for their application (such as letters of recommendation, a statement of purpose explaining their motivation for pursuing a doctorate degree, scores from internationally recognized standardized tests, etc.), are determined by the regulations established by the relevant Senate. However, for admission to doctorate degree programs in basic medical sciences, applicants are required to obtain a score of at least 55, or an equivalent score from an international foreign language examination recognized by the YÖK or the ÖSYM in a foreign language other than their native language; the Senate may decide to increase these minimum score requirements, if necessary, based on the specific characteristics of the programs in question. In this case, the Senate determines the weight of the basic medical sciences score, or the ALES score when evaluating applicants, provided that it is not less than 50%. The University may admit students on the basis of their basic medical sciences scores, or their ALES scores alone.

(6) The selection of doctorate degree students up to a number determined by the Council of Higher Education for doctorate degree programs in priority fields as identified by the Council at higher education institutions that are also designated by the Council shall be conducted as follows: For Turkish citizens, in accordance with the provisions of the “Regulations on the Central Examination and Entrance Examinations for Appointments to Academic Staff Positions Other Than Faculty Members,” published in the Official Gazette dated 9/11/2018 no. 30590; and for foreign nationals, in accordance with the procedures and principles established by the Council of Higher Education.

Duration

ARTICLE 18 - (1) The period of study for doctorate degree programs is eight semesters, to be completed within at most twelve semesters, excluding the scientific preparation period, and starting from the semester where program courses are presented for the first time, regardless of whether students register for each semester. The period for students admitted with a graduate degree is ten semesters under the same conditions, to be completed in fourteen semesters, at most.

(2) The maximum period to complete credit courses required for the doctorate degree program is four semesters for those admitted with a thesis graduate degree and six semesters for those admitted with an undergraduate degree. Students unable to complete their credit courses or achieve the minimum CGPA of 3.00 over 4.00 within this period are dismissed from the University.

(3) Students who complete their credit courses, pass their doctorate degree proficiency exam successfully, and have their thesis proposal accepted; but are unable to complete their thesis studies within twelve (fourteen if admitted with an undergraduate degree) semesters, are dismissed from the University.

(4) Doctorate degree program applicants applying with their undergraduate degrees and failing their credit-bearing courses and/ or their thesis studies within the maximum duration allocated, or who are unsuccessful in their doctoral theses, may be awarded a non-thesis graduate degree upon their request, provided that they have fulfilled the credit requirements, project studies, and any other conditions necessary for a non-thesis graduate degree program diploma.

Appointing thesis advisors

ARTICLE 19 - (1) For doctorate degree program students, the head of the relevant graduate school department major/ art major shall propose to the graduate school a thesis advisor from among the faculty members of the University no later than the end of the second semester; the thesis topic and title, determined by the student in consultation with their advisor, shall also be proposed to the institute no later than the end of the fourth semester. A thesis proposal/ topic is established upon the recommendation of the relevant GSDM to the graduate school and the subsequent decision of the relevant GSEB.

(2) Thesis advisors are appointed among the faculty members of Atılım University who have presented courses in undergraduate or graduate degree programs for a minimum of four semesters. Researchers who hold at least a doctorate degree and are appointed on a part-time basis under the scope of Additional Article 46 of Law no. 2547 may also be appointed as thesis advisors. However, for such individuals to be appointed as advisors, the provision of a relevant request from the student, the written consent of the researcher in question, the opinion of the relevant GSDM, and a decision by the relevant GSEB are required. In cases where doctorate theses require multiple advisors, a secondary advisor may be appointed. The secondary advisor may be selected among individuals from outside the University that hold a doctorate degree at least. In doctorate degree programs, excluding those within the departments of the schools of dentistry, pharmacy, medicine, and veterinary medicine, faculty members are required to have been advisors for least one graduate degree thesis in order to be eligible to be doctorate degree thesis advisors. In the event that there are no instructors at the University to meet the requirements, the relevant GSEB may appoint lecturers from other universities as thesis advisors, within the principles determined by the Senate. The appointment and replacement of a thesis advisor and a co-advisor are undertaken upon a decision of the GSEB upon the recommendation of the relevant GSDM.

(3) For faculty members who leave the relevant University due to reasons such as retirement or transferring to another higher education institution, existing advisory duties may continue, provided that a co-advisor is appointed among the academic staff of the University upon the decision of the GSEB.

(4) The planning of the courses a student will take and the registration procedures are undertaken by the thesis advisor, or in the case of students for whom a thesis advisor has not yet been assigned, by the relevant head of department major or art major at the graduate school until an advisor is appointed.

(5) Students are obliged to register to the thesis project course in each semester following the appointment of a thesis advisor.

Qualifying exam

ARTICLE 20 - (1) The doctorate degree qualifying exam is an assessment to determine whether a student who has successfully completed their credit-bearing courses and their seminar course with a cumulative grade point average of at least 3.00 out of 4.00 possesses a mastery of the fundamental subjects and concepts in their field, as well as the depth of scientific research capability required for their doctorate degree studies. Doctorate degree students who have been admitted with a graduate degree must take the doctorate degree qualifying exam no later than the end of their fifth semester; students admitted with an undergraduate degree must take the examination no later than the end of their seventh semester. The relevant Grade School is informed by the relevant GSDM of the students applying for their doctorate degree qualifying exam. A student may only take the doctorate degree qualifying exam twice per year.

(2) The doctorate degree qualifying examination is held twice a year, in May and December.

(3) Qualifying examinations are organized and conducted by a five-member doctorate degree qualifying committee, which is proposed by the relevant head of graduate school department major / art major, and approved by the respective GSEB. The committee establishes examination juries consisting of five full members one of whom is an advisor, with minimum two members from outside the University and two alternate members to prepare, administer and evaluate examinations in different fields. The relevant executive board decides on the advisor's right to vote. When the advisor does not have the right to vote, the jury shall consist of six faculty members. Qualifying examination meetings are held with the participation of academic members, graduate students, and experts.

(4) The doctorate degree qualifying examination consists of written and verbal exams to determine the ability of students in related fields and their tendency to research. Students who pass the written examination enter the oral examination.

(5) Doctorate degree qualifying examination juries evaluate the student's performance in the written and oral examinations, determine whether the student has passed or failed by a simple majority vote, and communicate their decision to the committee. The decision is submitted to the graduate school by the relevant GSDM as an attachment to a minute.

(6) Students failing in the qualifying examination retake their failed modules of the qualifying examination in the next semester. Students failing their re-examination process are dismissed from the doctorate degree program.

(7) The doctorate degree qualifying examination jury may require passing students to take a maximum of 2 courses from the fields where they are deemed to be lacking by the committee, even when they have completed their course load. The student is required to successfully complete the courses recommended by the doctorate degree qualifying committee and determined by the decision of the relevant GSEB. Extra credit courses are of (NI) status and a minimum letter grade of CB should be earned.

(8) A student who has been admitted with an undergraduate degree and has successfully completed at least seven courses may transfer to a graduate degree program, provided that they meet the application requirements of the respective program.

Thesis monitoring committee

ARTICLE 21 - (1) The thesis monitoring committee is established for students passing their qualifying examination, within one month with the proposal by the relevant Head of GSDM and the approval by the relevant GSEB.

(2) The Thesis Monitoring Committee is composed of three faculty members. In addition to the thesis advisor, one member is selected from within and outside of the relevant graduate school department major, and one from outside. In the case of a second thesis advisor, and upon the decree by the secondary thesis advisor, they may attend the committee meetings.

(3) In the semesters that follow the appointment of a thesis monitoring committee, members may be replaced with the proposal by the relevant GSDM and the approval by the relevant GSEB.

Thesis proposal defense

ARTICLE 22 – (1) Students passing their doctorate qualifying examination defend their thesis proposal before the thesis monitoring committee, to cover the purpose, the method, and the study plan of their planned research to be performed in the following six months the latest. Students deliver the written report on their thesis proposal fifteen days before their verbal defense to committee members.

(2) The thesis monitoring committee decides to accept, reject, or require corrections on the thesis proposal submitted by students by a simple majority vote. In the event that a decision for revision is made, the student is granted a period of one month. At the end of this period, a decision either for acceptance or rejection is reached by a simple majority vote. The decisions taken are communicated to the relevant graduate school by the respective Head of GSDM within three days, via official minutes.

(3) Students whose thesis proposals are rejected have the right to select a new advisor and/or thesis subject. In such cases, a new thesis monitoring committee may be appointed. The next thesis

proposal defense session is held in three months for students who wish to continue the program with the same advisor, and six months for students reselecting their advisors and thesis subjects. Students whose thesis proposals are rejected in the second defense session are dismissed from the University.

(4) For students whose thesis proposal is accepted, the thesis tracking committee convenes twice a year, between January and June, and July and December. Students submit a written report to committee members at least a month prior to the meeting date. The report summarizes the studies conducted to date and the plan of study to be conducted in the following semester. The thesis study of the student is deemed successful or failing by the committee and the decision is informed to the graduate school with a minute. A student who fails to submit a report on their thesis work to the thesis monitoring committee within the specified period, without a valid excuse, shall be considered to have failed that semester, and the committee shall notify the relevant institute of this outcome via an official record. Students deemed by the committee to fail twice consecutively and thrice at intervals are dismissed from the University.

(5) Students who fail to attend their thesis proposal defense within the period specified in the first paragraph without a valid excuse are deemed unsuccessful and their thesis proposals are rejected.

Conclusion of doctorate degree theses

ARTICLE 23 - (1) Students who fulfill the conditions specified in Article 16 and complete their doctorate degree thesis studies within the timeframe stipulated in Article 18 are required to document their findings in accordance with the formatting guidelines adopted by the Senate and to defend their theses orally before a jury. Theses must be prepared in the program language.

(2) Prior to the defense of their doctorate degree theses; or in cases where revisions are required, upon completing the revisions in question, students shall finalize their theses and submit them to their thesis advisors. Students whose theses have been accepted by their thesis advisors and who have met the minimum requirements including the approval of the thesis jury appointment by the graduate school board where applicable may apply to the relevant GSDM to take their thesis examination. The relevant GSDM submits a physical or electronic copy of these theses, now reviewed by the advisor, along with the thesis jury proposal and a plagiarism detection report, to the relevant graduate school. The plagiarism detection report for theses is received by the relevant thesis advisor or the graduate school management. In the event of detection of plagiarism in the report data, the thesis and justifications are sent to the graduate school executive board for a decision. The final date by which students may take their thesis defense exams is specified in the academic calendar.

(3) In order to conclude their theses, students are required to submit a minimum of three thesis monitoring committee reports.

(4) The doctoral thesis jury is appointed upon the recommendation of the thesis advisor and the head of the relevant graduate school department major/ art major, and with the approval of the GSEB. The jury consists of five academic members three of whom are the academic members from the thesis monitoring committee and minimum two of whom are from outside the University. The relevant executive board decides on the advisor’s right to vote. When the advisor does not have the right to vote, the jury shall consist of six faculty members. In addition, the secondary thesis advisor may participate in the jury without the right to vote. Two alternate members are appointed for the jury from outside the University.

(5) The jury members convene within maximum one month after receiving the thesis and subject the student to their thesis defense exam. The thesis assessment consists of thesis presentation and follow-up questions. The session is open to an audience. The audience consists of instructors, graduate degree program students, and field specialists.

(6) At the end of the examination; the jury decides to accept, reject, or require corrections by a simple majority vote, without the presence of the audience. The jury decision is then submitted to the relevant Graduate School by the relevant Head of GSDM with a report, within three days the latest. Students whose theses are accepted are deemed to have passed the exam. Students with rejected theses are dismissed from the University. Students whose theses require corrections make

the necessary amendments to defend the amended theses to the same jury members within six months the latest. Students failing in their defense a second time are dismissed from the University. Students are obliged to register for the semester in which they are to provide corrections and pay the fee determined by the Board of Trustees for the extension period. Students who have been admitted to a doctorate degree program with an undergraduate degree but fail the program at the thesis stage shall, upon their request, be awarded a non-thesis graduate degree in accordance with the Paragraph 4, Article 18.

Doctorate degree diplomas

ARTICLE 24 – (1) Students who complete their thesis studies submit the copies of their theses as per their advisors' request. Advisors then submit the copies of theses along with their written opinion that the theses comply with thesis formatting guidelines to the relevant graduate schools, via the head of the relevant graduate school department major/ art major.

(2) In order for a doctorate degree student to be awarded a doctorate degree diploma, the student must successfully pass their thesis defense. Furthermore, provided that the other requirements are met, and within one month from the date of their thesis defense session, the student must submit three bound copies of their doctorate degree thesis, along with a copy prepared in the specified format on a portable storage device or on three separate CDs to the relevant graduate school. Additionally, the thesis must be deemed satisfactory in terms of its formal requirements, and the student must have fulfilled all obligations to the University, leaving no outstanding commitments. The GSEB may extend the graduate degree thesis submission period for maximum one month upon application. Students failing to meet these conditions may not receive their diploma and may not be granted student rights until the conditions are met; and should the maximum period be exceeded, they are to be dismissed from the University.

(3) The doctorate degree diploma states the approved title of the program taken in the GSDM by the student. Students graduate on the submission date of their theses signed by the exam jury.

(4) Within three months following thesis submissions, the relevant graduate school submits the soft copies of the doctorate theses to the Council of Higher Education to be used for scientific research and activities.

SECTION FOUR
Proficiency in Art Programs

General principles

ARTICLE 25 - (1) Proficiency in Art studies constitute a higher education program equivalent to a doctorate program, aiming for the creation of original works of art, a superior practice and creativity in music and performing arts.

(2) Proficiency in Art programs consist of minimum 240 ECTS credits including minimum seven credit courses not less than 60 ECTS credits in an academic year, as well as practices, in addition to studies such as theses, exhibitions, projects, recitals, concerts and representation for the students admitted with a thesis graduate degree. For the students admitted with an undergraduate degree, the program consists of minimum 300 ECTS credits including minimum seven credit courses, practices, theses, exhibitions, projects, recitals, concerts, and representation. Doctorate degree program courses must be completed with a minimum CGPA of 3.00 over 4.00.

(3) Students in a Proficiency in Art program may take undergraduate degree courses. For students holding a graduate degree, such courses do not count towards the course load and Proficiency in Art credits. A maximum of two graduate degree courses may be transferred to the course load as proficiency in art credits for students admitted with an undergraduate degree.

(4) Students who are admitted with their graduate degrees may take maximum two courses while those admitted with their undergraduate degrees may take maximum four courses with the approval by the relevant GSEB and the proposal by the graduate school department major/art major.

(5) The extra courses to be taken by students completing their minimum course load requirements specified by the relevant GSDM shall not be taken into account in general point average calculations but will be indicated on the transcript.

Application and admission

ARTICLE 26 - (1) To apply for a proficiency in arts program, candidates must hold an undergraduate or a graduate degree. Except for graduates of fine arts faculties, conservatories, or equivalent programs in other faculties, candidates applying with a graduate degree must have an ALES verbal module score of at least 55, while those applying with an undergraduate degree must have an ALES verbal module score of at least 80; in all cases, the required ALES score shall be determined by a decision of the relevant Senate.

(2) Applicants who apply to a proficiency in arts program with an undergraduate degree must have a cumulative grade point average of at least 3.00 out of 4.00, or an equivalent score. Applicants' ALES scores, grade point averages in graduate degree programs, and the result of their interview/ talent exam/ portfolio evaluations may be taken into account for their admission to a proficiency in arts program. The Senate requests a reference letter, an essay expressing the reason of applying to a proficiency in arts program, as well as candidates' international standard examination results and other required documents.

(3) For proficiency in art program admissions, applicants are required to obtain a score of at least 55, or an equivalent score from an international foreign language examination recognized by the YÖK or the ÖSYM in a foreign language other than their native language; the Senate may decide to increase these minimum score requirements, if necessary, based on the specific characteristics of the programs in question. For applications to programs within the graduate school department majors/ art majors, specifically those associated with conservatory programs or fine arts faculty programs that admit students solely through a special aptitude examination where the medium of instruction is Turkish, it is a requirement to provide a medical report issued by a state hospital or a state university hospital for the following candidates, for whom the foreign language score requirement is waived:

a) Candidates with a hearing impairment of at least 70% (uncorrected) or at least 40% (corrected);

b) Candidates with an intellectual disability level of 50% or above;

c) Candidates diagnosed with a "pervasive developmental disorder" (autism spectrum disorder/ childhood autism/ atypical autism, Rett Syndrome, Asperger's Syndrome) with a disability level of 40% or higher.

These candidates are considered to have met the minimum foreign language score requirement stipulated by the University.

(4) The Senate determines the weight of the ALES score when evaluating applicants, provided that it is not less than 50%. The University may admit students on the basis of their ALES scores alone. Minimum scores deemed equivalent to the ALES as announced by the Council of Higher Education may be raised through decisions made by the Senate. However, the provisions set forth in Paragraph 1 shall apply to the admission of students to graduate school department majors/ art majors, fine arts faculties, and conservatories.

Duration

ARTICLE 27 - (1) Regardless of whether students register in each semester, the completion period of proficiency in art program for the students admitted with a graduate 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 an undergraduate degree and must be completed within fourteen semesters.

(2) The maximum period to complete credit courses required for the Proficiency in Art program is four semesters for those admitted with a thesis graduate degree and six semesters for those admitted with an undergraduate degree. Students unable to complete their credit courses or achieve the minimum CGPA of 3.00 over 4.00 within this period are dismissed from the University.

(3) The students who pass credit courses and practices successfully but fail their studies such as theses, exhibitions, projects, recitals, concerts, and representation within twelve or fourteen semesters as specified in the first paragraph are dismissed.

(4) The students applying to the Proficiency in Art program with their undergraduate degrees and failing to pass their Proficiency in Art dissertation successfully are to be granted a non-thesis graduate degree diploma upon their request, provided that the required credit load, project load and other similar requirements have been fulfilled.

Appointing advisors

ARTICLE 28 - (1) The graduate school department major/ art major proposes to the graduate school an advisor among the academic staff of the University for each student for the execution of course and practice selection, as well as the studies such as theses, exhibitions, projects, recitals, concerts and representation. The proposal is finalized upon the decision by the relevant GSEB. Thesis advisors for Proficiency in Art program students are proposed by the relevant GSDM and appointed upon the decision of the relevant GSEB no later than the end of the second semester. When a Proficiency in Art study requires multiple advisors, a secondary advisor may be appointed. The advisor is obliged to have executed a minimum of one successful graduate degree thesis in order to execute the studies such as theses, exhibitions, projects, recitals, concerts, and representation in Proficiency in Art programs. The advisor is selected from among faculty members whose qualifications are determined by the Senate, and lecturers who hold a doctorate degree or a proficiency in the arts degree. Secondary thesis advisors may be appointed among the academicians outside the University with a doctorate/ proficiency in art degree. Conditions regarding appointment and replacement of thesis advisors and secondary thesis advisors are determined by the relevant GSEB.

(2) The relevant GSDM determines the courses to be taken by the student and manages registration procedures for students until a thesis advisor is appointed.

(3) Students are obliged to register to the thesis studies course in each semester following the appointment of a thesis advisor.

Conclusion of proficiency in art studies

ARTICLE 29 - (1) The student shall present the results obtained in their thesis, or in work such as an exhibition, project, recital, concert, or performance, by documenting them in a paper prepared in accordance with the formatting guidelines established by the relevant Senate and shall orally defend this work before a jury. The final date by which students may take their thesis defense exams is specified in the academic calendar.

(2) Students complete their theses/ studies before their proficiency in art study defense session, or correct them where correction is required, and present them to their advisors. Along with their opinion that a thesis may be defended, advisors submit the thesis to the graduate school. The institute sends the plagiarism software report of the thesis to the advisor and jury members. If actual plagiarism is detected based on the data in the report, the thesis is submitted to the GSEB for a decision, accompanied by the relevant justification.

(3) The students having completed their proficiency in art studies submit the copies of their theses as requested by their advisors. Along with their written statement on the conformity to spelling rules, advisors submit the theses to the relevant graduate school through the head of graduate school department major/ art major.

(4) Proficiency in art jury members are appointed with the proposal by the relevant GSDM and the approval by the relevant GSEB. The jury members consist of five people including the advisor and minimum two faculty members from another University. The relevant executive board decides on the advisor’s right to vote. If the advisor does not have the right to vote, the jury shall consist of six people. In addition, the secondary thesis advisor may participate in the jury without the right to vote.

(5) The jury members convene within maximum one month after receiving the thesis or the text and subject the student to the exam. The assessment consists of Proficiency in Art study presentation and a Q&A session to follow. The examination is held with the participation of academic members, graduate students, and experts.

(6) Upon completion of the examination, the jury, decides to accept, reject, or request corrections on the proficiency in art studies such as theses, exhibitions, projects, recitals, concerts, and representation by simple majority vote at least, without an audience. Students whose theses and

proficiency in art studies are accepted are deemed successful. The decision is submitted to the graduate school by the relevant Head of GSDM within three days following assessment as an attachment to a minute. Students whose theses and proficiency in art studies are rejected are dismissed from the University. Students whose proficiency in art studies require a correction make the necessary amendments and re-defend their proficiency in art studies such as theses, exhibitions, projects, recitals, concerts, and representation opportunities to the same jury within maximum six months. Students whose proficiency in art studies are rejected a second time are dismissed from the University.

(7) For those admitted to a proficiency in the arts program with an undergraduate degree who fail their proficiency in the arts projects such as a thesis, exhibition, project, recital, concert, or performance, a non-thesis graduate degree may be awarded upon their request, provided that they have fulfilled the credit requirements, project work, and any other conditions necessary for a non-thesis graduate degree.

(8) Students are obliged to register for the semester in which they are to provide corrections and pay the fee determined by the Board of Trustees for the extension period.

Diploma of proficiency in art

ARTICLE 30 - (1) In order for the issuance of proficiency in art diploma stating the field of art, students must complete proficiency in art program successfully and have no liability to the University, provided that other conditions are also met. Students graduate on the submission date of their thesis signed by the assessment jury.

(2) In order for a proficiency in art program student to be awarded a proficiency in art diploma, the student must successfully pass their thesis defense. Furthermore, provided that the other requirements are met, and within one month from the date of their thesis defense session, the student must submit three bound copies of their proficiency in art thesis, along with a copy prepared in the specified format on a portable storage device or on three separate CDs to the relevant graduate school. Additionally, the thesis must be deemed satisfactory in terms of its formal requirements, and the student must have fulfilled all obligations to the University, leaving no outstanding commitments. The GSEB may extend the graduate degree thesis submission period for maximum one month upon application. Students failing to meet these conditions may not receive their diploma and may not be granted student rights until the conditions are met; and should the maximum period be exceeded, they are to be dismissed from the University.

(3) Within three months following thesis submissions, the relevant graduate school submits the soft copies of the proficiency in art theses to the Council of Higher Education to be used for scientific research and activities.

SECTION FIVE
General Provisions on Education

Academic year

ARTICLE 31 – (1) An academic year consists of two semesters of sixteen weeks each. Periods and dates concerning registration, courses, examinations, and similar activities shall be determined as per the academic calendar approved by the Senate.

(2) Summer school may be opened where required. Summer school courses are optional. Summer school is a paid program.

Course schedules

ARTICLE 32 - (1) The graduate degree courses to be offered in a given semester, and the faculty members holding a doctorate or an equivalent graduate degree, or the researchers appointed in accordance with Additional Article 46 of Law No. 2547 to present these courses, shall be determined by the GSEB upon the recommendation of the respective heads of GSDM/ GSAM.

Attendance requirements

ARTICLE 33 - (1) Students are required to attend courses, practical sessions, and examinations; the attendance requirement for classes is determined on the condition that it is announced to students by the lecturer via the course syllabus provided at the beginning of the semester.

Examination and evaluation

ARTICLE 34 – (1) Students are subjected to final exams, and/ or project studies at the end of the semester, in addition to midterm exams and/or studies during the semester. The end-of-semester grades of students are determined by the relevant instructor with regards to their midterm results, their final exam results, and/or their final projects, as well as their work during the semester, in addition to their attendance.

Final exams are held on the dates and at the venues announced by the University. The students unable to attend an exam due to a reason deemed righteous and valid by the relevant GSDM shall attend a make-up exam.

Course grades

ARTICLE 35 (1) For each course taken, students are given one of the following grades by the course instructor at the end of semester.

Letter Grade	Coefficient	Score
AA	4.00	90-100
BA	3.50	85-89
BB	3.00	80-84
CB	2.50	75-79
CC	2.00	70-74
DC	1.50	65-69
DD	1.00	60-64
FD	0.50	50-59
FF	0.00	49 and below

(2) When conversion of grades and grade averages into the 100 scale is required, the conversion table specified by Higher Education Council shall apply.

(3) Grades excluded from GPA calculations are:

a) The grade Insufficient (I) is given to a student who provides supporting evidence through documentation of illness or other reasons which have prevented them from completing the necessary course work. In case a student is given I for any course, they are required to complete the missing work and obtain a grade within 15 days from submission of the grades to the Directorate of Student Affairs. Otherwise, the (I) grade will be automatically converted into a (FF). This period may be extended upon the proposal by the GSDM and the decision by the GSEB upon application by the students on the basis of illness or similar cases.

b) The grade Sufficient (S) is given to students who have passed non-credit courses.

c) The grade Unsatisfactory (U) is given to students who have failed non-credit courses.

ç) The grade In Progress (P) is given to students continuing their thesis studies successfully.

d) The grade Not Included (NI) is given to students to determine the courses received on the condition not to add to the cumulative grade point average of their program. This grade is indicated on a student's transcript along with the letter grade received from the course in question. Such courses are not used in course exemption processes regarding the program(s) in which the student is registered. The (NI) status of the courses may not be changed in the same program. The courses not to be included in GPA calculations are determined by the GSEB.

e) The grade Non-Attendance (NA) is given to students failing due to attendance requirements. This grade is regarded as an (FF).

(4) End-of-semester letter grades are announced through the Student Information System.

Material errors in grades

ARTICLE 36 - (1) Following the announcement of grades at the end of a semester, students may submit a request for the correction of a material error in their course grades within the period specified in the academic calendar. This request shall be evaluated by the lecturer, and if a correction is deemed necessary, it shall be finalized by the relevant GSDM. In the event that a material error is identified directly by a faculty member, no application from the student is required for a correction. The correction of errors identified after the deadlines specified in the academic calendar shall be decided upon by the relevant GSEB.

Grade point averages

ARTICLE 37 – (1) The success scores of students are calculated by taking general point averages at the end of semester. Total credits earned by students for a course are calculated by multiplying the final grade coefficient with the credit value of the course. To calculate the Grade Point Average (GPA) for a semester, total credit points of a student are divided by the credit values of the courses taken. The averages are rounded up and represented with two digits after the decimal point. The Cumulative Grade Point Average (CGPA) of a student is calculated taking all courses received to complete the minimum course load specified by the relevant GSDM since student admission to a graduate degree program. The most recent grade received for repeated courses and the current credits for the relevant course are taken into account in the cumulative grade point average. All grades are shown on the transcript.

Course exemptions

ARTICLE 38- (1) The conditions for the status of special student, the status of transfer student, as well as for exemption procedures for the courses of previous graduate degree programs attended, exemption from one or more courses, and those regarding the resulting early graduation, are determined by the relevant GSEB, with the opinion of the relevant GSDM.

(2) Graduate degree program applicants are required to complete their procedures for exemption from courses taken in other programs during program applications.

(3) Graduate students pursuing a program may take courses from a different higher education institution upon the proposal by their advisor, the approval by the head of the relevant GSDM, and the decision by the relevant GSEB.

Course repetitions

ARTICLE 39- (1) To pass a course, graduate and doctorate degree program students are required to achieve a minimum of, respectively, (CC) or (CB) as their letter grades, in the course in question. Students are required to repeat the failed courses, or the courses deemed equivalent to electives by the relevant GSDM. Students may repeat passed courses or take courses deemed equivalent to them by the relevant Head of GSDM in order to increase their Cumulative Grade Point Averages.

SECTION SIX
Miscellaneous and Final Provisions

Student admission through transfers

ARTICLE 40 - (1) A student who has completed at least one semester in a graduate degree program at the University or another higher education institution, and who holds a cumulative grade point average of at least 2.00 out of 4.00 for graduate degree programs, or at least 2.50 out of 4.00 for doctorate degree programs may be admitted via student transfer to an equivalent graduate degree program offered at the University, provided that they have passed the courses in their current program with a grade of at least “CC” (for graduate degree programs) or “CB” (for doctorate degree programs). Such admission is subject to the student submitting the required documents within the specified application period, the recommendation of the relevant GSDM, and the decision of the relevant GSEB. The decision also indicates the courses in the program from which the student shall be exempted. A student wishing to be transferred must meet the admission requirements of their desired graduate degree program. For students transferring from higher education institutions other than Atılım University where semesters differ in length, credit equivalence is determined by the relevant GSEB.

English Proficiency Level

ARTICLE 41 - (1) For programs offered in English, candidates are required to provide documentation of a foreign language score, as determined by the Senate, obtained through either centralized foreign language examinations recognized by the Council of Higher Education, or international foreign language examinations deemed equivalent as per the ÖSYM.

(2) Candidates who have an academic success deemed sufficient for admission to graduate degree programs in English, but failed in APEX, or have not yet taken the exam, may enroll in the preparatory English program as students.

(3) The maximum duration of the English preparatory program is two years; students who fail to demonstrate English language proficiency by the end of this period shall have their enrollment terminated and their affiliation with the University severed, upon a decision by the GSEB.

Admission to the scientific preparatory program

ARTICLE 42 - (1) For students admitted to graduate or doctorate degree programs, specifically those whose undergraduate or graduate degrees are in fields that differ from their current program, or those who obtained their undergraduate or graduate degrees from higher education institutions other than the university to which they have been admitted, a scientific preparatory program may be implemented to address any academic deficiencies. The scientific preparatory program may not exceed 4 courses in total. The students to be admitted to this program are determined by GSDM after an evaluation of their levels of success in undergraduate and/ or graduate degree programs, and the structure of these programs.

(2) The course program of students admitted to the scientific preparatory program consists of undergraduate or graduate degree courses. These courses may not substitute the ones deemed required to complete the graduate degree program of their choice.

(3) Courses taken as part of a scientific preparatory program do not count toward the requirements for completing the relevant graduate degree program. However, a student enrolled in a scientific preparatory program may also take courses intended for the graduate degree program, in addition to their preparatory coursework; subject to the recommendation of the relevant GSDM/GSAM and the approval of the GSEB.

(4) The scientific preparatory program lasts a maximum of two semesters. Summer school shall not be included in this period and the students who fail at the end of the period shall be dismissed from the University. The period spent in this program does not count towards the graduate degree program or the doctorate degree/ proficiency in art program specified under these Regulations.

(5) To be able to begin their graduate degree programs, students are required to pass the courses in the academic deficiency program with a minimum letter grade of DC and the minimum GPA of 2.00. To begin the doctorate program of their choice, students are required to complete their academic deficiency program courses with the minimum letter grade of CC and the minimum GPA of 2.50 over 4.00. The grades earned in these courses may not add to the GPA of the graduate degree program.

Admission of students with a special status

ARTICLE 43 - (1) Students registered in graduate or doctorate degree programs, or proficiency in art programs at different higher education institutions may be admitted as special students with the approval of the Head of the GSDM / GSAM under the graduate school of their registration. Exemption procedures of such special students admitted to graduate degree courses for their courses taken and achieved are undertaken by the Head of the GSDM/ GSAM of the graduate school of their registration.

(2) Special students are granted a certificate of attendance and success relating to the course(s) taken.

Registration and renewals

ARTICLE 44 - (1) Student registration procedures are undertaken by the Directorate of Student Affairs. Students admitted to programs are registered by the Directorate of Student Affairs upon submission of required documents. Registration of students failing to pay their tuition fees or to register to courses after paying the required fees shall be suspended. The students whose registrations are suspended are not entitled to exercise their student rights. The period during which a student fails to renew their registration counts toward the maximum duration of study as specified in the relevant legislation. Matters concerning the fees to be paid by students for these periods are determined by the Board of Trustees.

Leave of absence

ARTICLE 45 - (1) Provided that their excuses are deemed valid by the relevant GSEB, graduate degree program students may be granted leave of absence for up to two semesters at a time, and for a total of up to four semesters throughout the duration of their studies. Periods of leave granted for

health reasons or due to a conviction do not count toward the duration of the program of study. Students on leave may not attend classes or take examinations during the period of their leave.

(2) Leave of absence applications must be submitted within the dates specified in the academic calendar.

(3) Matters concerning the tuition fees to be paid by students requesting a leave of absence shall be determined by the Board of Trustees, in accordance with the provisions of the relevant legislation.

(4) Upon their request and subject to a decision by the GSEB, female graduate students who give birth may be granted an additional period of two semesters following childbirth; these additional semesters shall not be counted toward the maximum duration of study.

(5) In the event of disasters or pandemics, graduate students at the thesis stage may, upon their request, be granted an additional period of one semester; depending on the progression of the disaster or pandemic, they may apply again to receive one further semester, up to a maximum of two additional semesters. These additional semesters shall not count toward the maximum duration of study.

Disenrollment

ARTICLE 46 - (1) The student wishing to disenroll may apply to the Director of Student Affairs with an official letter. The provisions concerning the tuition fees paid by those disenrolling voluntarily are specified by the Board of Trustees.

Tuition fees and scholarships

ARTICLE 47 – (1) The conditions regarding the tuition fees paid by and scholarships to students enrolling in graduate degree programs are determined by the Board of Trustees, within the framework of the principles and procedures determined by the YÖK.

(2) Students failing to pay their tuition fees may not register or renew their registrations. Such students shall not be granted any student rights.

(3) Matters concerning the tuition fees to be paid by students admitted via student transfer, as well as those concerning the tuition fees already paid by students who subsequently withdraw from the institution, shall be determined by the Board of Trustees.

Disciplinary proceedings

ARTICLE 48 - (1) Disciplinary proceedings concerning students shall be conducted in accordance with the provisions of Article 54 of Law no. 2547.

Electronic examination procedures

ARTICLE 49 - (1) In the event of a force majeure, examinations at the graduate school such as interviews, graduate degree thesis defense sessions, oral doctorate/ proficiency in art examinations, doctorate thesis suggestion defense sessions, thesis supervision committee meetings, and doctorate/ proficiency in art thesis defense sessions may be performed via electronic media in ways such as video conferences, and in an audio-visual manner as per the regulations by the Council of Higher Education.

(2) The principles and procedures regarding electronic examination are determined by the Senate.

Repealed regulations

ARTICLE 50 – (1) The Regulations on Atılım University Graduate Degree Education published on the Official Gazette dated 25/12/2016, no. 29929 has been repealed.

Effective Date

ARTICLE 51 - (1) These Regulations hereby come into effect on the date of publication.

Execution

ARTICLE 52 - (1) These Regulations are executed by the President of Atılım University.