

REGULATION

Altınbaş University

ALTINBAS UNIVERSITY TURKISH PREPARATORY PROGRAM

PROGRAM REGULATION

CHAPTER ONE

Purpose, Scope, Basis, and Definitions

Purpose

Article 1 - (1) The purpose of this Regulation is to regulate the principles regarding the Turkish preparatory education conducted at Altınbaş University School of Foreign Languages Basic Turkish Department.

Scope

Article 2 - (1) This Regulation covers the provisions regarding the educational and examination activities carried out in the Turkish preparatory program at Altınbaş University School of Foreign Languages Basic Turkish Department.

Basis

Article 3 - (1) This Regulation has been prepared based on the provisions of Article 14, Article 44, and Article 49 of Law No. 2547, dated 4/11/1981, on Higher Education.

Definitions

Article 4 - (1) In this Regulation;

- a) Rector: Refers to the Rector of Altınbaş University,
- b) Senate: Refers to the Senate of Altınbaş University,
- c) Basic Turkish Department: Refers to the Basic Turkish Department of Altınbaş University School of Foreign Languages,
- d) University: Refers to Altınbaş University,
- e) School of Foreign Languages: Refers to Altınbaş University School of Foreign Languages,
- f) Board of Directors: Refers to the Board of Directors of Altınbaş University School of Foreign Languages.

SECOND CHAPTER

Principles Regarding Education and Instruction

Turkish Preparatory Program

Article 5 - (1) The purpose of the Turkish preparatory program conducted at the School of Foreign Languages is to bring the Turkish language skills of international students newly admitted to associate, undergraduate, and graduate programs conducted entirely or partially in Turkish to a level where they can follow the courses at the University.

(2) Students admitted to programs where all courses are conducted in English may optionally be admitted to the Turkish preparatory program.

(3) The duration of education in the Turkish preparatory program is determined by the academic calendar approved by the Senate each year. Education in the Turkish preparatory program is also implemented during the summer school.

Turkish Proficiency Exam

Article 6 - (1) The Turkish language proficiency of international students newly admitted to associate, undergraduate, and graduate programs conducted entirely in Turkish is determined by the proficiency exam prepared and implemented by the School of Foreign Languages at the beginning of the academic year. The passing grade for the proficiency exam is determined by the Senate upon the proposal of the School of Foreign Languages.

(2) The following students are exempt from the foreign language proficiency and competency exam at the beginning of each semester, provided that they present the following conditions:

a) Those who have completed their secondary education in institutions where Turkish is spoken as the native language of the country for at least the last three years.

b) Those who have succeeded in international Turkish language exams recognized by the Higher Education Council as equivalent to the centralized Turkish language exams accepted by the University Senate.

c) Those who have obtained the score determined by the Senate from international exams recognized as equivalent by the Senate.

ç) Students who have studied Turkish Preparatory at a University in Turkey or abroad recognized by the Higher Education Council, provided that the validity period of the relevant documents is 3 years and approved by the School of Foreign Languages School Board.

(3) For the exams covered by the second paragraph (b), the validity period determined by the relevant institutions conducting the exam is taken into account for the evaluation of the score. If the validity period of the exam is not specified, this period is determined by the Higher Education Council.

(4) The registration conditions for graduate students in the preparatory program are determined by the Basic Turkish Department.

SECOND CHAPTER

Principles Regarding Education and Instruction

Level Determination Exam

Article 7 - (1) The language proficiency groups in which students in the Turkish preparatory program will receive education are determined based on the results of the level determination exam prepared and implemented by the School of Foreign Languages. The weekly course hours of the groups and the rules for changing groups are determined by the Basic Turkish Department at the beginning of each academic year.

Duration of Education

Article 8 - (1) The normal duration of education in the Turkish preparatory program is two semesters. Students who are unsuccessful at the end of two semesters may enroll in the preparatory program for two more semesters.

(2) Students who have previously studied for two years in the preparatory program and have gained the right to re-enroll in the University may register again in the preparatory program.

Attendance Status

Article 9 - (1) Attendance is compulsory in the Turkish preparatory program. Students are required to attend classes at the rate of 80%. Students who fail to fulfill the attendance requirement without an excuse accepted by the department chairman will be considered unsuccessful.

Assessment, Success, and Attendance Requirement

Article 10 - (1) The success of students attending the Turkish preparatory program is determined by the proficiency exam. For these students, international exams shall not be accepted as equivalent to the proficiency exam, except those recognized by the Senate as reserved in the second paragraph of Article 6. The conditions for taking the proficiency exam are determined by the Basic Turkish Department and announced to students at the beginning of the academic year. Students in the advanced level group of the preparatory program (B2 level) who succeed in the proficiency exam held at the end of the first semester are considered to have completed the preparatory class.

(2) The conditions for attending the summer school and the proficiency exam at the end of the summer school for students who are unsuccessful at the end of the year and the conditions for continuing in the preparatory program for unsuccessful students in the following year are determined by the Basic Turkish Department.

(3) Students who have previously studied for two years in the preparatory program are given the right to unlimited participation in Turkish proficiency exams held at the end of each semester and given to new students, provided that they renew their registration. In order to take the proficiency exams, students must apply to the Student Affairs Directorate with a petition one week before the exam dates and complete the fee determined by the University. Students who are provided with unlimited exam rights cannot benefit from student rights other than taking the exam.

(4) Students who optionally register for the Turkish preparatory program may continue their enrollment in the associate, undergraduate, or graduate programs to which they are admitted at the beginning of the semester, even if they fail in the preparatory class.

(5) Evaluation, success criteria, and attendance requirements are determined by the application principles accepted by the relevant Board of Directors.

Leave of Absence

Article 11 - (1) Students in the Turkish preparatory program may be granted leave of absence in accordance with Article 25 of the Istanbul Kemerburgaz University Education and Instruction Regulation published in the Official Gazette, dated 17/6/2011 and numbered 27967.

(2) Students who are granted leave for one year may take the proficiency exam held at the beginning of the next academic year. The right of students who fail the exam to continue in the Turkish preparatory program is reserved.

Miscellaneous and Final Provisions

Cases where no provision is found in the Regulation

Article 12 - (1) In cases where there is no provision in this Regulation, the provisions of the Regulation on the Principles to be followed in Foreign Language Teaching and Instruction in Higher Education Institutions published in the Official Gazette, dated 23/3/2016 and numbered 29662 shall apply.

Entry into force,

Article 13 - (1) This Regulation shall enter into force on the date of its publication.

Execution

Article 14 - (1) The provisions of this Regulation shall be executed by the Rector of Altınbaş University.