

**ALTINBAS UNIVERSITY**  
**DIRECTIVE ON VERTICAL**  
**TRANSFER**

**PART ONE**

**Purpose, Scope, Basis and Definitions**

**Objective**

**ARTICLE 1** - (1) The purpose of this Directive is to regulate the principles to be applied to students who have graduated from vocational schools and open education associate degree programmes and who are placed in Altınbaş University undergraduate programmes by OSYM through the vertical transfer exam (DGS).

**Scope**

**ARTICLE 2** - (1) This Directive covers the provisions regarding the students who are placed in Altınbaş University undergraduate programmes by vertical transfer exam.

**Basis**

**ARTICLE 3**- (1) This Directive has been prepared based on the provisions of the "Regulation on the Continuation of Graduates of Vocational Schools and Open Education Associate Degree Programmes to Undergraduate Education" published in the Official Gazette dated 19/2/2002 and numbered 24676 by the Council of Higher Education and Altınbaş University Associate and Undergraduate Education and Training Regulations.

**Definitions**

**ARTICLE 4** - (1) In this Directive;

- a) DGS:** Vertical Transfer Examination,
- b) Relevant Board:** Altınbaş University Faculty and School Boards and Boards of Directors,
- c) ÖSYM** Measurement, Selection and Placement Centre,
- ç) Rector:** The Rector of Altınbaş University,
- d) Senate:** Altınbaş University Senate,
- e) University** Altınbas University,
- f) SFL** Altınbaş University School of Foreign Languages,
- g) YÖK** It refers to the Council of Higher Education.

**PART TWO**

**Principles Regarding Placement and  
Registration**

**Placement**

**ARTICLE 5**- (1) Placements to the university are made by the central system according to the quotas determined by YÖK and the results of the DGS exam conducted by OSYM.

## **University Enrolment**

**ARTICLE 6 -** (1) Students who are placed by OSYM through the Vertical Transfer Examination (DGS) are registered to the University on the dates determined by the Presidency of the Council of Higher Education, together with their registration documents, by the Student Affairs Department.

## **PART THREE**

### **Principles Regarding Education and Training**

#### **Undergraduate Studies**

**ARTICLE 7 -** (1) The provisions of the Regulation on the Continuation of Graduates of Vocational Schools and Open Education Associate Degree Programmes to Undergraduate Education and the provisions of Altınbaş University Associate Degree and Undergraduate Education and Training Regulations are applied to the students who enrolled in our University with the Vertical Transfer Examination (DGS).

Students who are entitled to enrol in undergraduate programmes at Altınbaş University whose medium of instruction is a foreign language are exempted from foreign language preparatory class education if the School of Foreign Languages approves that they meet the conditions specified in the School of Foreign Languages Exemption Directive. Students who do not fulfil these conditions are given a foreign language proficiency exam by the School of Foreign Languages. Those who are not successful in this exam continue the foreign language preparatory class.

Students whose language of instruction is Turkish or who have the right to continue their undergraduate education by fulfilling the foreign language achievement requirement may be exempted from the courses they have taken during their associate degree education with a grade of "CC" or above or Successful (BL), (S), Pass (G), Exempt (M), Sufficient (YT) with the decision of the relevant board of directors. Class adjustment is made according to the total exemption given.

(2) The courses taken in the associate degree programme from which the students who are entitled to start the undergraduate programme will be counted against the courses in the programme they transfer to are decided by the relevant board of directors upon the proposal of the department.

(3) Exemption procedures are made according to the current curriculum.

#### **Duration of Study**

**ARTICLE 8-** (1) In the calculation of the maximum student period of the students enrolled with vertical transfer, the semester/year in which they are enrolled in the undergraduate programme is taken as basis and the provisions of Article 44 of the Higher Education Law No. 2547 are applied.

#### **Graduation**

**ARTICLE 9-** (1) For the graduation of students enrolled with vertical transfer, the grade point averages are calculated on the basis of the courses taken in the associate degree programme and adjusted to the undergraduate programme and the courses taken during undergraduate education. For graduation, except for the exempted courses, students must be successful in all courses taken in the undergraduate programme, have a GPA of at least 2.00, and successfully complete the internship, if any.

#### **Enforcement**

**ARTICLE 10 -** (1) This Directive enters into force as of the date of its adoption by the Altınbaş University Senate.

#### **Execution**

**ARTICLE 11-** (1) The provisions of this Directive shall be executed by the Rector of Altınbaş University.

Legal Basis on which the Directive came into force			
Relevant Board	Decision Date	Number of Decision	Decision Item
Senate	10/03/2020	2020/05	Decision-2
Board of Trustees	12/03/2020	2020/03	Decision-10
Legal Basis for the Amendment to the Directive			
Relevant Board	Decision Date	Number of Decision	Decision Item