RULES AND REGULATIONS

From Istanbul Kültür University:

ISTANBUL KÜLTÜR UNIVERSITY
RULES AND REGULATIONS
for
THE SUMMER SCHOOL PROGRAM

SECTION ONE

Aim, Scope, Legal Grounds and Definitions

Aim and Scope
ARTICLE 1 – (1) The purpose of these rules and regulations is to regulate the procedures and principles regarding the Summer School Program of Istanbul Kültür University.

(2) These rules and regulations cover provisions regarding the Summer School Program within the associate, undergraduate and graduate degree programs in Istanbul Kültür University.

Legal Grounds
ARTICLE 2 – (1) These rules and regulations are based on the Articles 7 and 14 of the Higher Education Act (number 2547) of November 4, 1981.

Definitions
ARTICLE 3 – (1) The terms used in these rules and regulations indicate the following:

a) ECTS: The European Credit Transfer System, regarding the transfer of the credits and grades for courses a student has taken and passed, across higher education institutions in Turkey and abroad,
b) Spring semester: a semester denoted by an even number,
c) Faculty: Faculties of Istanbul Kültür University,
d) Fall Semester: a semester denoted by an odd number,
e) Relevant Executive Board: Faculty Executive Board, School Executive Board, and Vocational School Executive Board of Faculties, Schools, and Vocational Schools, respectively.
f) Tuition fees: The fees a student has to pay to attend a degree program and benefit from student rights.
g) Committee: Summer School Coordination Committee of Istanbul Kültür University
h) Center: Foreign Languages Center of Istanbul Kültür University
i) Vocational School: Schools of vocational education in Istanbul Kültür University
j) Board of Trustees: The Board of Trustees of Istanbul Kültür University
k) The President: The Rector of Istanbul Kültür University
l) Senate: Istanbul Kültür University Senate
m) National Credit: Unit of measurement expressing the student’s credit load accumulated from courses or application sessions, laboratory or clinical work, workshop or other similar activities during one semester,
n) University: Istanbul Kültür University
o) University Executive Board: Executive Board of Istanbul Kültür University
p) Summer School: the education program offered during the summer vacation, on a voluntary and complementary basis,
q) School: Schools in Istanbul Kültür University.

SECTION TWO

Administration of Summer School and Rules and Regulations Regarding Education

Administration
ARTICLE 4 – (1) Summer School is organized and run by a Committee selected by the Senate. Committee decisions are implemented upon the approval of the Senate.

Opening Courses and Registration
ARTICLE 5 - (1) The Senate determines and announces at the beginning of each academic year whether the Summer School will be offered that year, and if so, the departments and programs that will offer summer programs, its duration and its academic calendar.

(2) Courses to be offered in the Summer School are proposed by the relevant departments of institutes in graduate programs, by the relevant faculties and departments in undergraduate programs, the relevant program coordinator in associate degree programs, and the Center Director in the English Prep School. The proposals are decided upon by the University Executive Board.

(3) Only a single course with the same name and the same number of credits may be offered by each faculty, vocational school, school or center during the summer school.

(4) The minimum number of students necessary to offer a course is determined by the Committee.

(5) Students who are expelled at the end of the semester prior to the summer school cannot register to courses in the summer school.

Taking courses and attendance
ARTICLE 6 - (1) Conditions for registration and attendance regarding Summer School courses are as follows:

   a) Students can take courses belonging to prior terms that they have not taken; courses they have taken but were not qualified to take the final examination; those they have taken and failed; or courses that they want to take in order to increase their GPA.
b) A student may take a maximum load of 19 ECTS credits (equivalent to 12 national credits).

c) In accordance with paragraph 1, subparagraph (b) of Article 6 of these Rules and Regulations, students can increase their credit load by 5 ECTS (equivalent to 3 national credits) provided that their GPA at the end of the Spring term is 1.80 or over.

c) Undergraduate Students who have taken seventh/eighth semester courses and Associate Degree students who have taken third/fourth semester courses can register for up to 30 ECTS (20 national credits) after consulting with their academic advisor, and with the permission of the relevant head of department/program.

d) A minimum GPA of 2.00 at the end of the Spring term is required to be able to take a course offered in the Summer School that would normally be offered during the following upper semester.

(2) The number of instruction hours for each course in the Summer School is the same as the same course opened in Fall or Spring semesters.

Attendance
ARTICLE 7 – In accordance with the relevant legislation, attendance in Summer School courses is compulsory.

Courses taken in other universities
ARTICLE 8 - (1) A student may be allowed take a course in another university if that course is not offered in the Summer School of Istanbul Kültür University, taking into consideration the credit load and the content of the said course, and upon the recommendation of the student’s academic advisor. The final decision belongs to the head of faculty/department.

Foreign language education in the Summer School
ARTICLE 9 – (1) Rules for the summer school program of the Foreign Languages Center:
   a) Students who have failed the Foreign Language Proficiency Examination given at the end of their second term at the English Prep School may attend the Summer School.
   b) Students from other universities can participate in the summer school program.
   c) Only those students who have attended the Summer School program may take the Foreign Language Proficiency Examination given at the end of the Summer term.
   d) Weekly class hours in the foreign language program may be no fewer than 30.

Examination
ARTICLE 10 – (1) Students cannot use their rights to take additional exams, make-up exams or repeat exams during the examination period at the end of the Summer School. Students who have the right to take an unlimited number of exams, by law, may take the Foreign Language Proficiency Examination at the end of the Summer School program provided that they have registered for the program.
Assessment of Achievement
ARTICLE 11 – (1) The procedures followed in the assessment of a student’s achievement at the end of the Summer School are the same as those in other semesters. The grades received in Summer School courses are included in the calculation of the student’s GPA at the beginning of the following semester.

(2) Students from other universities who attend Istanbul Kültür University Summer School program receive a document indicating the dates of the summer school, the name, code and weekly hours of instruction of the courses that they have taken, and the total credits they have earned and the final grade they have received in each of the courses that they have taken.

Tuition Fees
ARTICLE 12 – (1) Tuition fees for the Summer School, including the fees to be paid by students on scholarships, are determined by the Board of Trustees.

(2) Remuneration of the Committee members as well as the academic staff teaching in the Summer School are determined by the Board of Trustees.

SECTION THREE
Miscellaneous and final provisions

No provisions
ARTICLE 13 – (1) In situations for which no provisions are presented in the Rules and Regulations herein, the relevant legislation and Senate decisions go into effect.

Defunct Rules and Regulations
ARTICLE 14 – (1) Istanbul Kültür University Summer School Rules and Regulations published in the Official Gazette number 23777 of August 5, 1999 is no longer in effect.

Going into effect
ARTICLE 15 - (1) These rules and regulations become effective as of the date of its publication.

Execution
MADDE 16 – (1) The provisions of these rules regulations are administered by the President of Istanbul Kültür University.