



**REPUBLIC OF TURKEY
YAŞAR UNIVERSITY
REGULATION ON POSTGRADUATE EDUCATION**

CHAPTER ONE

Aim, Scope, Basis, and Definitions

Aim

ARTICLE 1 – (1) The aim of this Regulation is to regulate procedures and principles concerning the exams administered within the postgraduate education programs offered by the graduate schools affiliated to Yaşar University.

Scope

ARTICLE 2 – (1) This Regulation applies to student admissions, registration for the postgraduate education programs administered by the graduate schools of Yaşar University, as well as to the education, research, application and exams within these programs.

Basis

ARTICLE 3 – (1) This Regulation is based on the Article 14 and Article 44 of the Law No. 2547-4/11/1981 on Higher Education.

Definitions

ARTICLE 4 – In this Regulation:

- a) Department/art major refers to: academic units that offer postgraduate education programs within the graduate school,
- b) Semester refers to: fall and spring semesters, as well as each period of education in a year that is arranged in more than two parts,
- c) Graduate school refers to: the graduate schools that administer postgraduate education within Yaşar University,
- d) Council of graduate school refers to: the graduate school council of the relevant graduate school within Yaşar University,
- e) Administrative Board of Graduate School refers to: the administrative board of the relevant Graduate School within Yaşar University,
- f) Credit (ECTS) refers to: European Credit Transfer System,
- g) Board of Trustees refers to: Yaşar University's Board of Trustees,
- h) Program refers to: Postgraduate education program,
- i) Rector refers to: Yaşar University Rector
- j) Senate refers to: Yaşar University Senate,
- k) University refers to: Yaşar University,
- l) YÖK refers to: the Council of Higher Education.

CHAPTER TWO

Types, Initiation and Administration of Postgraduate Education Programs

Program types and medium of instruction

ARTICLE 5 – (1) Graduate education shall be offered for MA without thesis, MA with thesis, doctoral degree and proficiency in art degree programs. MA with and without thesis can also be executed as second postgraduate education programs.

(2) The departments within graduate schools shall administer formal education. However, upon the proposal of the council of graduate school and a decision made by the Senate, distance education programs can be initiated with the approval of the Board of Trustees and upon a decision made by YÖK. Distance education programs shall be arranged and administered in accordance with the legislation drawn up by YÖK.

(3) Medium of instruction in postgraduate degree programs is English. Upon a Senate decision and with the approval of the Board of Trustees, a program, language preparatory class and courses can be initiated in any foreign language other than English,

as well as in Turkish. As required by application requirements, those students who have to study language education shall study the relevant language's preparatory program.

Intra- and inter-disciplinary programs

ARTICLE 6 – (1) Departments that administer academic undergraduate degree programs shall function as the department/art major of the relevant graduate school, within the framework of the postgraduate education. A postgraduate program can be initiated within a graduate school with a different name from the relevant graduate school's department/art major upon the proposal of Rector and a decision made by YÖK. Graduate School can also initiate interdisciplinary (joint) postgraduate programs within more than one department/art major.

(2) Postgraduate programs that mostly aims at and qualify for administering education in natural sciences, algebra, computer sciences, engineering, production, structure and in other similar fields shall be administered by the Graduate School of Natural and Applied Sciences.

(3) Postgraduate programs that mostly aims at and qualify for administering education in human sciences, arts, social sciences, business management, law and in other similar fields shall be administered by the departments/art majors within the Graduate School of Social Sciences.

(4) With the decision of the Senate and upon the approval of the Board of Trustees, as well as a decision made by YÖK, Graduate Schools in other fields can be opened such as Graduate School of Healthcare Sciences in the fields of healthcare and welfare, Graduate School of Education Sciences, and other Graduate Schools in other fields if needed.

Joint Programs

ARTICLE 7 – (1) Within the framework of the legislation drawn up by YÖK, national and international joint postgraduate programs can be initiated. The joint protocol between institutions/organizations that will administer the joint program shall be effective upon the proposal of the council of the graduate school, a decision made by the Senate, and with the approval of the Board of Trustees and the Presidency of YÖK.

Initiation and administration of programs

ARTICLE 8 – (1) Based on the minimum requirements set out by YÖK regarding the initiation and administration of postgraduate programs, and postgraduate education programs, as well as in accordance with the relevant legislation, such programs and education programs shall be initiated with the decision of the Senate, upon the approval of the Board of Trustees and Presidency of YÖK, and administered by the graduate school.

(2) As for the aims, structures and periods of the MA with and without thesis, doctoral degree and proficiency in art degree programs, such programs shall be arranged and administered in accordance with the Regulation on Postgraduate Education published in the Official Gazette No. 29690 and dated 20/4/2016, as well as with the decisions made by the Senate.

(3) Administering and finalizing thesis/semester projects/proficiency in art works, assigning advisors and issuing diplomas in the MA with and without thesis, doctoral degree and proficiency in art degree programs shall be arranged and executed in line with the Regulation on Postgraduate Education and the decisions made by the Senate.

Preparation, update and administration of syllabuses

ARTICLE 9 – (1) Postgraduate syllabuses of the departments/art majors shall be composed of compulsory/elective courses that are required for a postgraduate degree to be earned, as well as of theses, seminars and similar works. It shall be compulsory for postgraduate students to enroll in at least one course that is administered to teach scientific research techniques and research and publication ethics.

(2) Syllabuses shall be effective with the decision that is made by the council of graduate school upon the proposal of the department/art major, and with the approval of the Senate. Preparation and update of the syllabuses shall be managed in accordance with the decisions made by the Senate and approved by the Board of Trustees.

(3) The courses to be opened for one semester and the academic members that are going to administer these courses shall be determined by the administrative board of graduate school upon the proposal of the heads of the relevant departments/art majors within graduate schools.

Academic calendar

ARTICLE 10 – (1) Academic calendar shall be decided by the Senate upon the proposal of the council of graduate school.

(2) One academic year shall consist of two semesters, which are fall and spring semesters. An academic year consisting of three semesters, and summer school administration shall only be decided with the decision of the Senate, and upon the approval of the Board of Trustees and of YÖK.

CHAPTER THREE

Announcement of Postgraduate Programs, Application, Admissions and Registration

Announcement of the programs and application

ARTICLE 11 – (1) Names, application requirements, application deadline, documents to be submitted, quotas, application assessment criteria and the process, and other issues concerning the postgraduate programs that have been initiated within graduate schools shall be decided upon the proposal of the council of graduate school and with the approval of the Senate, and then announced prior to start date of application period. Such announcements can be made for new student admissions at the start of each semester.

(2) Decisions regarding which major and MA program graduates can apply for the MA with and without thesis, doctoral degree and proficiency in art degree programs, as well as regarding other application requirements shall be made by the Senate.

(3) Application requirements shall consist of the requirements for the programs set out in the Regulation on Postgraduate Education, as well as the decisions made by the Senate and subsequently approved by the Board of Trustees.

(4) Student admissions for postgraduate programs shall be done in accordance with the below mentioned procedures and principles:

a) Applicant shall be required to submit an application form and transcript, as well as other documents to be considered for the assessment made by the department/art major at the time of the application.

b) Applicants shall make their application to the directorate of the graduate schools within the dates announced. For those who are about to graduate officially, their application can also be accepted provided that the documents required for application are all complete by the application deadline.

c) An assessment commission of at least three persons that are assigned by the head of the department/art major shall be established by the Administrative Board of Graduate School for each program so applications are evaluated and applicants are tested on paper and/or in practice, as required by the testing criteria set out by the Senate.

d) Head of the department/art major shall communicate the results of the applications following the assessment that has been done in accordance with the criteria by the assessment commission to the directorate of the graduate school. Results shall be announced based on a decision made by the Administrative board of graduate school.

(5) Applicants of foreign nationality and those who completed their whole undergraduate education abroad shall be admitted to postgraduate programs subject to the decisions made by the Senate.

Registration

ARTICLE 12 – (1) To apply for doctoral degree programs, a diploma of master's degree shall be required.

(2) Procedures throughout the application process shall be run based on the applicant's written statement. Documents to be submitted at the time of registration should be submitted as original documents or as approved copies of them.

(3) Students admitted to program shall be required to get registered for the first semester following. If not get registered, the student lose its right to registration. Students whose registration has been cancelled or not admitted to the program shall be returned their documents.

Student admittance through horizontal transfer

ARTICLE 13 – (1) A successful student who has completed at least one semester at another department/art major of the University or another postgraduate degree program of a different higher education institution can be admitted as a horizontal transfer student if there is enough quota determined by the University.

(2) Students who have been transferred from another institution shall be required to fulfill the minimum application requirements and to make their application with the documents required by the graduate school within the application dates announced.

(3) Those who are studying at an MA program without thesis within the University can be transferred to the program with thesis of the same name and whose medium of instruction is the same with the previous one, provided that they fulfill the minimum

application requirements announced and not limited to the quotas determined. In such cases, upon the proposal of the management of the department and with a decision made by the administrative board of graduate school, some or all of the courses that the graduate student enrolled in and passed can be taken as equals of the courses administered in the MA degree programs with thesis.

(4) Students enrolled in an MA degree program with thesis can be transferred to the program without thesis of the same name and whose medium of instruction is the same with the previous one, not limited to the quotas determined. In such cases, upon the proposal of the management of the department and with a decision made by the administrative board of graduate school, some or all of the courses that the graduate student enrolled in and passed can be taken as equals of the courses administered in the MA degree programs with thesis.

(5) Students whose horizontal transfer is approved will be adapted to the new program as required by the provisions of the Article 27.

(6) In cases of horizontal transfer, the period that has been spent in the previous program shall be deemed of an integral period of time within the new program.

Scientific and artistic preparatory program

ARTICLE 14 – (1) Of the students who have been admitted to an MA or a doctoral degree program, i.e. the those who earned their BA or MA degrees from a field different from the one that they have just been admitted to or those who earned their BA or MA degrees from other higher education institutions, a scientific /artistic preparatory program can be administered by the relevant department/art major for them so they close the gap.

(2) The courses that are required to be taken as part of the scientific/artistic preparatory program shall not be substitutes for the courses that are to be passed to complete the relevant postgraduate degree program.

(3) The period that the student spends to study only the scientific/artistic preparatory classes shall not be included in the normal education period. A student in a scientific/artistic preparatory program can also enroll in courses administered as part of postgraduate degree programs, subject to the proposal of the relevant department's /art major's management, as well as to the approval of the administrative board of the relevant graduate school. In such case, the relevant student shall be deemed to have started the first semester of his/her normal education period.

(4) The maximum period of time to be spent as part of the scientific preparatory program is two semesters. Summer school shall not be included in this period of time. This period of time of two semesters cannot be extended, and the student who fails the relevant preparatory program shall be dismissed.

(5) Regarding the attendance, examination, grades, passing requirements, failing, deregistering, as well as other issues concerning the courses administered as part of a scientific/artistic preparatory class, the provisions of the legislation that the degree program of the particular course is subject to shall apply.

(6) The grades scored in the courses taken as part of a scientific/artistic preparatory class shall be included in transcripts and not have an effect on grade point average.

Special student

ARTICLE 15 – (1) A graduate or student of a higher education institution who are interested in getting more information and know-how about a specific subject can be admitted as a special student to seminars, and postgraduate degree courses except thesis or semester project courses, subject to the approval of the graduate school's department/art major management.

(2) The status of special students shall not be linked with directly earning a degree, and be applicable for a maximum period of two semesters.

(3) Those who are taking courses as special students shall not be entitled to enjoying the student rights.

(4) Those who are admitted to postgraduate degree program shall be exempt from at maximum 50% of the post degree program's courses after taking and passing courses as special students.

(5) Language and/or scientific requirements sought in students that will take courses as special students concerning medium of instruction shall be determined and announced prior to application period upon the decision of department managements, council of the graduate school and the Senate.

(6) The students that take courses as special students shall be subject to the provisions of the Regulation regarding courses, practices and examination. Students shall

be presented a document that states the courses that they have taken, and their success status. However, they shall not be presented a diploma by the university.

Exchange programs

ARTICLE 16 – (1) Agreements made with between the University and other higher education institutions concerning administering student exchange programs or joint programs, as well as students who are registered at the University shall be subject to the provisions of the Regulation. Students that are admitted within this framework shall be recognized as full time student for some time, and at the end of their education period, they shall be presented their transcripts that document the courses they enrolled in and their grades in those courses.

(2) Students who take part in student exchange program can study a maximum of two semesters at another national or international higher education institution. The period of time that such students spend as part of the exchange program shall be deemed a part of the normal education program.

(3) The courses that the students will take during their studies at a national or an international university as part of the exchange programs should be approved by the relevant department's management and by the administrative board of the graduate school in advance.

(4) Adjustments shall be executed by means of deducting the total credit of the courses taken from the total credit of courses required for for getting the degree. Letter grade version of the grade shall be reflected on the transcript.

CHAPTER FOUR

Tuition Fee, Scholarships and Protocols

Tuition fee

ARTICLE 17 – (1) Tuition fee, credit hour fee and terms of payment for the University's postgraduate degree programs shall be set out by the Board of Trustees so they are applicable for the next academic year.

(2) Student shall be obliged to pay the tuition fee within the dates announced on the academic calendar.

(3) Students who do not pay their tuition fee shall not be eligible to registration and renewing registration. Such students cannot take part in educational events such as courses, exam, and etc. If they do, the event that they have taken part in shall be invalid.

(4) Students who are dismissed within the academic year shall not be returned their payment.

Scholarships, discounts and protocols

ARTICLE 18 – (1) Senate' decisions shall apply to all terms, amounts and periods concerning the scholarships, special discounts and tuition fee discounts that can be provided as part of protocols to be signed with public or private institutions and organizations.

CHAPTER FIVE

Courses, Examination and Graduation

Semester Registration

ARTICLE 19 – (1) Students should register for each semester personally within the dates announced on the academic calendar until they get their degrees.

(2) To register for a semester, students shall be required to get the courses that they have taken confirmed by their advisors or head of department/art major.

(3) Students who do not register for a semester shall not be entitled to any of students' rights, and this period of time shall be deemed a part of their education period.

Adding and dropping course

ARTICLE 20 – (1) Students can make changes on the courses that they have enrolled in during add-drop week under the advisory of their advisor.

Program, courses and credits

ARTICLE 21 – (1) Postgraduate degree programs prepared by the relevant department/art major, and requirements sought for graduation shall be finalized with the consultancy of the council of graduate school and upon the approval of the Senate.

(2) For each new course proposed to be initiated within postgraduate degree programs, the academic staff member that makes the relevant proposal shall prepare a course information form determined by the Senate.

(3) Courses can be initiated as elective and compulsory ones. Compulsory courses shall be listed as compulsory courses that students are required to enroll in to earn their

degrees. Elective courses shall be the courses that are listed for students' field of interest within the education program or as courses that are opened by another department/art major that is supportive of the program that the students are registered at.

(4) Students should pass the courses, whether it be elective or compulsory, that they have enrolled in or their equivalents even though they have graduated.

Compulsory attendance

ARTICLE 22 – (1) Course attendance shall be compulsory. To be able to sit for the final exam, students shall be required to attend at least 70% of the theoretic course hours starting from the date when they have started attending the relevant course, and at least 80% of the practical course hours

Examination and assessment

ARTICLE 23 – (1) Course pass mark shall be determined by considering all of the mid-term exams, final exams, homework and similar works assigned during the semester as set out in the course information form. Criteria and their percentages to be considered for assessment shall be announced on the course information form by the lecturer in charge of the relevant course.

(2) Students shall be given a right to sit for a make-up exam or a make-up thesis defense just for once by the administrative board of graduate school in cases where such students have not been able to take an exam or to defense their thesis due to a reason whose validity can be documented.

(3) Exam and classes can take place out of working hours.

Grades

ARTICLE 24 – (1) Students' success status in courses shall be announced as letter grades by the relevant academic member staff in charge (lecturer) of each course in accordance with the results from the exams, homework and other works assigned that are all clearly specified in course syllabus. Letter grade averages shall each have a numerical equivalent of coefficient to specify grade average point between 0.00 and 4.00. Letter grades and their coefficients are as follows:

a) MA and doctoral degree programs:

<u>Grade</u>	<u>Coefficient</u>	<u>Percentage Equivalent (absolute or relative grade)</u>
A	4,00	95-100
A-	3,70	90-94
B+	3,30	85-89
B	3,00	80-84
B-	2,70	75-79
C+	2,30	70-74
C	2,00	65-69
C	1,70	60-64
D+	1,30	55-59
D	1,00	50-54
F	0,00	

b) Other letters and their meanings are as follows.

<u>Letter Grade</u>	<u>Status</u>
S	Adequate
U	Inadequate
I	Missing
NA	Non-attendance
T	Transfer
P	Successful Attendance
NP	Unsuccessful Attendance

c) S shall mean that a student has been successful in a course, project, aptitude test or thesis that is not included in grade average point.

d) U shall mean that a student has been unsuccessful in a course, project, aptitude test or thesis that is not included in grade average point.

e) I shall mean that a student has done a work that requires correction or addition.

f) NA grade (non-attendance) shall mean that a student has not fulfilled attendance requirement of a course. It shall be deemed as (NA) grade or (U) grade.

g) P shall mean that a student has been processing his/her thesis/project studies successfully.

h) NP shall mean that a student has not been processing his/her thesis/project studies successfully.

i) F shall mean that a student has failed a course.

(2) To be able to pass any course, a postgraduate (MA/doctoral/proficiency in art degree programs) student shall be required to score at least (B-).

(3) The numerical equivalents of the above mentioned letter grades in the 4 point grading system shall be used to calculate semester grade point average and overall grade point average in a manner where the courses' ECTS credits and their weighed average are considered. In calculations, two digits shall be shown after comma. In overall grade point average, the third digit after comma shall not be taken into consideration.

(4) For students to graduate from any postgraduate degree program, their overall grade point average should be at least 3,00 out of 4,00.

(5) In cases where the student is a transfer student or a student takes courses from outside of the University and pass such courses, for such students to substitute a course, their final grade in the grading system of the University shall be required.

(6) The (I) grade in the postgraduate degree courses shall be transformed to (F) if the relevant student does not complete their studies within then working days, or to (U) grade in cases of seminar, thesis, project and similar courses. If the relevant student completes his/her studies, the (I) grade shall be transformed to a letter grade for courses included in the calculation of the grade point average, or to (S) grade in cases of seminar, thesis, project and similar courses.

Announcing exam results, finalizing letter of objection and grades

ARTICLE 25 – (1) Evaluation scores for exams, homework, and other studies shall be announced by lecturers.

(2) Students can submit a letter of objection to evaluation scores in writing to the Directorate of Students' Affairs at the very latest within five working days following the announcement of the evaluation scores. The relevant lecturer shall finalize the checking process at the very latest within five working days following the date when the letter has been submitted to the lecturer.

(3) Following a checking process to be done by the Directorate of Students' Affairs and the relevant lecturer, a report shall be prepared to state the results from the checking, and submitted to the management of the graduate school to get the decision of the administrative board.

(4) Course success grades expressed as letter grades shall be entered by the lecturers on the student information system within the dates stated on the academic calendar following final exams period, and announced by the Directorate of Students' Affairs.

(5) To correct an error of fact on the course grade announced, lecturer shall make an application regarding the issue to get the decision of the administrative board. An error of fact on the course grades should be corrected at the very latest by the course registration dates of the next semester.

Course repetition

ARTICLE 26 – (1) Students shall be required to repeat the course that they have failed in the first semester when the relevant course is opened. Students can repeat an elective course that they have failed by substituting the relevant elective course with another elective course that they have not enrolled in before or with a compulsory course. Credit number of a course(s) that is registered later on cannot be less than the one of the course that has been failed.

(2) Students can repeat courses that they have taken before subject to their advisors' approval. Only the latest grade point that has been scored in the repeat course shall be considered for the calculation of the overall grade point average.

Grade point averages

ARTICLE 27 – (1) The success status of students shall be determined by calculating their Semester Grade Point Average and Overall Grade Point Average.

(2) Semester Grade Point Average is the weighted average of the numerical values of the course success grades of all of the courses that they have enrolled in for a semester

(3) Overall Grade Point Average is the weighted average of the numerical values of the course success grades of all of the courses that they have enrolled in throughout their postgraduate education.

(4) ECTS credit values of the courses shall mostly be used.

(5) Academic Grade Point Averages shall be shown as in numbers with two digits after the comma. In academic grade point average, the third digit after comma shall not be taken into consideration.

(6) The latest grade point that has been scored in a repeated course shall be considered while calculating the Overall Grade Point Average. All courses that students enrolled in shall be shown on the transcripts.

Exemption from and substituting courses

ARTICLE 28 – (1) For students who have qualified to enroll in any program to be exempted from a course that they passed before, the relevant course shall be required not to have been taken for graduation and to have been taken within the most recent five academic years of a postgraduate degree program. Students who fulfil these requirements can ask for exemption from a course within the period of first ten working days following registration.

(2) Upon student’s request for exemption, the relevant course shall be substituted in the student’s academic program with a decision made by the administrative board of the graduate school and the consultancy of the relevant department/art major. Substitution shall be done based on semester course education output and credits. The total credit amount the courses exempted shall be taken into consideration to assign courses for semester.

Dismissal

ARTICLE 29 – (1) The following cases shall require dismissal of students:

- a) not completing all courses, thesis and works such as projects within the framework of the rights bestowed upon them by this Regulation and by the deadline set out,
- b) failing exams such as PhD proficiency and dissertation proposal exams within the framework of the rights bestowed upon them in this Regulation,
- c) dropping out at will,
- d) leaving as a transfer student,
- e) dismissal from the University as a penalty.

Diploma and graduation certificate

ARTICLE 30 – (1) Students who fulfill graduation requirements shall be given their degree with a decision made by the administrative board of the graduate school.

(2) Procedures concerning diploma and graduation certificate

Allowance and excuses

ARTICLE 31 – (1) Allowance not to sit for an exam is the permission given to a student not to take an exam because the student will not be able to sit for the exam that is going to be held on the date announced on the academic calendar by the University. Students:

- a) Cannot sit for any exam during the period for which they are given permission. The exams that they take during this period shall not be valid.
- b) Any excuse that they submit after taking an exam cannot deemed valid for the relevant exam that they have taken.

TABLE 1 Causes for permission not to take exam, application and permission periods

PERMISSION TYPES	REASONS FOR PERMISSION	APPLICATION PROCESS	PERMISSION PERIODS
Permission not to take exam	Sportive, cultural events and artistic events (In cases where necessary to obtain confirmation) Official Health Report	Within three working days following the end of excuse	For the relevant exam
	Domestic reasons (in cases of death or serious illnesses of up to third degree relatives by blood and marriage, where there is no one else to take care of)		
	Natural disasters and calamities		

	Custody and arrestment		
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(2) Permission not to attend classes is the permission given as a student will not be able to attend classes because of the excuses stated in Table 2, and within the dates set out within the academic calendar that has been announced by the University.

TABLE 2 Causes for permission not to attend classes, application and permission periods

PERMISSION TYPES	REASONS FOR PERMISSION	APPLICATION PROCESS	PERMISSION PERIODS
Permission not to attend classes	Sportive, cultural events and artistic events	Within five working days following the assignment	During assignment period
	Natural disasters and calamities	Within five working days following the date of the letter issued by the civilian authority	Over the course of disaster and calamity
	General committee report	Within five working days following the date of the report	Over the course of the report
	Custody and arrestment (provided that they end with no legal grounds or persons be acquitted from the charges)	Within five working days following the discharge	Over the course of custody or arrestment
	Domestic reasons (in cases of death or serious illnesses of one's parents, siblings, husband or wife or children, where there is no one else to take care of)	Within five working days following the occurrence of the excuse	Till the day when the domestic excuse no longer exists
	Occurrence of scholarships, internships, research and similar opportunities outside the University	Within five working days following the occurrence of the opportunity	Over the course of activity

(3) Semester permission is the permission given as a student cannot continue his/her studies for any semester as set out on the Academic Calendar announced by the University, and the relevant semester or semesters shall not be included in the normal study period. The semesters when a student has permission not to continue his/her studies shall not be included in the normal education period. No tuition fee shall be charged for such semesters; and the fees that have already been paid shall not be returned.

TABLE 3 Causes for semester permission, application and permission periods

PERMISSION TYPES	REASONS FOR PERMISSION	APPLICATION PROCESS	PERMISSION PERIODS
Semester Permission	General committee report	Within five working days following the date of the report	1 or 2 semesters
	Natural disasters and calamities	Within five working days following the date of the letter issued by the civilian authority	
	Military service	Within five working days following the call for military service	
	Custody, arrestment and custodial sentence	Within five working days following the discharge	
	Domestic reasons (in cases of death or serious illnesses of one's parents, siblings, husband or wife or children, where there is no one else to take care of)	Within five working days following the occurrence of the excuse	

(4) The maximum number of semesters that a student can be given permission due to valid reasons by the relevant administrative board is two.

(5) Letter of permission shall be submitted together with necessary documents to the administration of the relevant graduate school; and the application shall be finalized with a decision made. Late applications made after the deadline shall not be admitted.

(69) In cases where YÖK decides to pause education, the necessary permission shall be given to the student in a way that suits his/her conditions over the course of a semester.

(7) Health reports shall not nullify students' obligation to attend classes.

Notification and address notification

ARTICLE 32 – (1) Any kind of notification shall be deemed to have been completed return receipt requested or against signature directly to the address that the student had submitted to the University through the student affairs' office at the time of registration. Notifications made to the e-mail address that has been assigned to the student by the University shall be deemed official notification.

(2) In cases where students do not notify the student affairs' office about the change of address, or of students who gives a wrong or missing address, the notification made to the registered address shall be deemed to have been made to the students themselves.

CHAPTER SIX

Miscellaneous and Final Provisions

Situations for which there are no provisions

ARTICLE 33 – (1) In cases for which there are no provisions, other legislative provisions concerning the Regulation on Postgraduate Education, and decisions made by the Board of Trustees, the Senate as well as by the council of the relevant graduate school shall apply.

Repealed regulation

ARTICLE 34 – (1) The Yaşar University Regulation on Postgraduate Education that was published in the Official Gazette No. 29849 and dated 6/10/2016 has been repealed.

Adaptation/Substitution

PROVISIONAL ARTICLE 1 – (1) For students who were registered before the fall semester of the 2016-2017 academic year, as well as for their study periods, scholarships and tuition fee payments, former obligations shall still be in effect and regulated in accordance with this Regulation.

(2) Education plans for all postgraduate degree programs, starting from the fall semester of the 2016-2017 academic year, shall be updated in accordance with this regulation. For students who were registered before the fall semester of the 2016-2017 academic year, their adaptation to the updated education plans shall be made as per the procedures to be set out by Senate decision.

Effective Date

ARTICLE 35 – (1) This Regulation shall be effective as of its publishing date.

Execution

ARTICLE 36- (1) The provisions of this Regulation shall be executed by Yaşar University Rector.

Published in the Official Gazette No. 30496 and dated 01/08/2018.