

Regulation

**ALTINBAŞ UNIVERSITY
ACADEMIC RULES AND REGULATIONS FOR GRADUATE STUDIES****PART I****Purpose, Scope, Legal Basis, and Definitions****Purpose and Scope**

ARTICLE 1 – (1) The purpose of this Regulation is to set forth rules and policies governing academic studies at Altınbaş University, comprising master's degree programmes, doctoral programmes, and Proficiency in Art.

(2) This Regulation comprises the provisions governing graduate studies; which are master's degree programmes, doctoral programmes, and Proficiency in Art; conducted at Altınbaş University Institute of Graduate Studies.

Legal Basis

ARTICLE 2 – (1) This Regulation has been drawn up based on Article 14 and Article 44 of Higher Education Act No. 2547 of November 4th, 1981.

Definitions

ARTICLE 3 – (1) As used in this Regulation, the following terms shall have the meanings specified below.

- a) Graduate major/graduate art major: Academic majors or art majors offered by Altınbaş University Institute of Graduate Studies as defined in Article 5 of Regulation on the Organization and Operation of Institutes of Graduate Studies published in Official Gazette No. 17976 of March 3rd, 1983.
- b) Chair of Graduate Programme (CGP): Chairs of Graduate Programmes at Altınbaş University Institute of Graduate Studies,
- c) Institute: Altınbaş University Institute of Graduate Studies,
- ç) Institute Committee: Institute of Graduate Studies Committee at Altınbaş University,
- d) Institute Administrative Board: Administrative Board of Altınbaş University Institute of Graduate Studies,
- e) English Proficiency Test (EPT): English Proficiency Test administered by Altınbaş University,
- f) Board of Trustees: Board of Trustees at Altınbaş University,
- g) President: President of Altınbaş University,
- ğ) Senate: Altınbaş University Senate,
- h) University: Altınbaş University.

PART II**Master's Degree Programmes****General rules and policies governing master's degree programmes**

ARTICLE 4 – (1) Master's programmes can be offered with or without the requirement of the preparation of a thesis. The Senate shall determine the rules and principles governing the transfer of students between thesis and non-thesis master's programmes as well as the policies governing how and in what academic majors/art majors these programmes will be offered.

(2) In accordance with the decision of Turkish Council of Higher Education, the University can offer master's degrees through online, web-based distance learning without the student needing to physically attend classes. The details regarding distance education programmes are indicated in Altınbaş University Principles and Procedures Governing Distance Education. The Senate shall determine rules and policies governing distance education programmes.

Application and Admission

ARTICLE 5 – (1) In order to apply to master's degree programmes, candidates must have a bachelor's degree and a score of at least 55 points in Academic Personnel and Postgraduate Education Entrance Examination (ALES). However, an ALES certificate is not a requirement in the following cases:

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- a) When applying to art programmes offered by conservatoires and art schools which admit students only through a special talent examination,
- b) Admission of PhD degree/proficiency in art degree/medical specialty degree/dental specialty degree/ veterinary specialty degree/pharmaceutical specialty degree holders to Altınbaş University graduate programmes,
- c) Student admission to non-thesis master's degree programmes,
- (2) Regarding the evaluation of applicants mentioned in clause (b) of sub-article (1),
- a) Regardless of their field of specialty, or the admission score type required by the graduate programme they have completed, the ALES score obtained by these applicants shall be deemed as 55 pts with regard to the score type required by the programme they apply for and shall be calculated accordingly.
- b) These candidates may apply to programmes that are different than their previous academic discipline or the score type required by their previous programme.
- (3) The Senate shall specify the rules and principles governing the admission of graduate/graduating students, e.g., the share/percentage of ALES score (at least 50%) in student admission; as well as other policies regarding graduate admission.
- (4) The University may admit students to master's degree programmes through ALES score only while it may also want to evaluate students' undergraduate GPA and require students to sit a scientific test and/or interview in addition to the ALES score.
- (5) The English proficiency exemption for student admission to English-taught thesis-based and non-thesis master's degree programmes shall be governed by the provisions of Altınbaş University School of Foreign Languages Directive on Language Requirement Exemption for Undergraduate and Graduate Degree Programmes.
- (6) Candidates, who meet other requirements for admission to master's degree programmes yet fail to document proficiency in the English language for admission to programmes taught in English, may apply to English Preparatory programme. Accordingly, the tuition fee that must be paid by master's students attending English Preparatory programme need to pay will be determined at the beginning of each academic year.
- (7) The provisions of 'Regulation on Foreign Language Teaching in Higher Education Institutions and Principles of Teaching English as a Foreign Language' published in Official Gazette No. 29662 of March 23rd, 2016, shall apply to students attending English Preparatory programme.

Master's Degree with Thesis

ARTICLE 6 – (1) Master's degree programmes with thesis aim to help students gain the ability to obtain, compile, interpret and evaluate knowledge using scientific research methods.

(2) A Master's degree programme with thesis consists of at least seven courses with at least twenty-one credits, a seminar course and a thesis or dissertation. Seminar course and thesis do not require students to complete any credits. Accordingly, students' performance in seminar and thesis study is assessed as 'satisfactory' or 'unsatisfactory.' A Master's degree programme with thesis consists of at least 120 ECTS credits (at least eight courses, including seminar course, and thesis study with at least 60 ECTS per semester). Students are required to re-register for the thesis period each semester as of the semester following the advisor assignment at the very latest.

(3) Students can select maximum two undergraduate courses provided that they did not previously take them during their undergraduate studies. Students can also be allowed to take maximum two courses offered by other higher education institutions upon the recommendation from the Graduate programme Chair's Office and the approval from the Institute administrative board.

(4) Master's degree programmes with thesis can also be offered as evening programmes.

Period of Study

ARTICLE 7 – (1) Except for the scientific preparation period, the period of study in a master's programme with thesis is four semesters regardless as to whether the student has registered for each semester or not. Starting from the semester where the programme courses are offered, the programme shall be completed in a maximum period of six semester hours.

(2) The studies of students, who fail to complete their courses with credits and seminar course at the end of four semesters or fail to meet the stipulated success requirements/criteria set forth in this

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(3) Students who meet all requirements for graduation from a master's degree programme may be eligible for early graduation.

Assignment of Thesis Advisor

ARTICLE 8 – (1) In a master's programme with thesis, the Chair of a Graduate programme shall recommend a thesis advisor from among faculty members for each candidate no later than the end of first semester; a thesis topic chosen with the help of advisor shall also be proposed to the Institute no later than the end of second semester. The Institute administrative board shall give the final approval of thesis advisor and thesis topic.

(2) Thesis advisor shall be selected from among faculty members meeting the criteria set forth by the Senate. In case of absence of faculty members meeting the required criteria, the administrative board of the Institute of Graduate Studies can ask faculty members from other higher education institutions to assume the role of advisor in accordance with rules and principles set forth by the Senate. In cases where the nature of the thesis study requires multiple advisors, the person to be assigned as a second, external advisor should be chosen from among academics holding at least a PhD degree.

Completion of master's thesis

ARTICLE 9 – (1) A student enrolled in a master's programme with thesis shall write down the results s/he has obtained in accordance with spelling rules set forth by the Senate and defend his/her thesis in an oral exam session in front of a selected jury.

(2) Prior to the defence of the master's thesis and for thesis that require corrections, student shall make the necessary corrections and submit his/her thesis to the advisor. The advisor will submit the thesis to the Institute if s/he concludes that it is 'defendable.' After checking the thesis for plagiarism, the Institute will send the plagiarism report to the advisor and jury members. In the event plagiarism is detected, the thesis shall be submitted to the Institute Administrative Board for a reasoned verdict.

(3) Jury members for master's defence shall be appointed upon recommendation from the thesis advisor and the Chair of the respective Graduate programme as well as upon approval from the Institute Administrative Board. The Jury shall consist of three or five faculty members, including student's advisor and an external advisor. In the event that jury consists of three members, a second/external advisor shall not be appointed as a jury member.

(4) Upon completion of his/her thesis, student shall provide the required number of complete copies of the thesis to his/her advisor. The advisor shall submit the thesis to the Chair of the respective Graduate programme along with his/her written opinion confirming that the thesis meets the required orthographic and spelling norms.

(5) At least within a month after the thesis has been submitted to the jury, jury members shall convene to administer a thesis examination. Thesis examination consists of an oral defence presentation followed by questions from the jury members. Thesis examination is conducted in form of public defence in front of an audience, including faculty members, graduate students, and experts in their fields.

(6) After the completion of thesis examination, the jury shall declare by unanimous decision whether the thesis is accepted for the degree, whether it must be revised or whether it is unacceptable. The Chair of the respective Graduate Programme shall notify the Institute in writing of the verdict within three days from the thesis examination.

(7) A candidate whose thesis is deemed unacceptable must withdraw from the programme.

(8) A candidate whose thesis must be revised and undergo the evaluation/defence process again must make the necessary corrections within three months at the latest and defend his/her thesis in front of the same jury. In the event that the jury deems the thesis to be unacceptable after the defence presentation, the candidate must withdraw from the programme.

(9) Upon request from the candidate whose thesis is rejected by the examiners, s/he can be granted a non-thesis master's degree provided that s/he meets the requirements of a non-thesis master's programme, including course load, writing a master's project etc. The additional period of time to be granted to such students shall be determined by the Institute Administrative Board. Students who fail

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to complete all requirements of a non-thesis master's programme within a given period of time must withdraw from the programme.

Degree

ARTICLE 10 – (1) Students, who submit at least three bound copies of their master's thesis to the Institute within a month from the thesis examination, and whose thesis are approved by the jury members shall be awarded a master's degree with thesis. In order to be awarded a master's degree, students are also required to pass the thesis examination, obtain a GPA between 3.00 and 4.00 for courses with credits and meet other graduation requirements set forth by the Senate. The Institute Administrative Board can extend the submission deadline for a maximum period of one month when requested. Students who fail to fulfil these requirements will not be awarded their degrees and will not be allowed to use his/her student rights until they meet the requirements. In case of failure to meet the requirements before the deadline, students must withdraw from the programme.

(2) The Turkish Council of Higher Education-approved name of the graduate programme in which student enrolled in is inscribed on the thesis-based master's degree diploma. Graduation date is considered to be the day when a signed copy of the thesis is submitted by the examination committee.

(3) The Institute shall send a digital copy of the master's thesis to the Turkish Council of Higher Education within three months from the submission date of the thesis for research purposes.

Non-thesis master's degree

ARTICLE 11 – (1) The aim of a non-thesis master's degree programme is to help students gain practical and occupational knowledge while teaching students to apply knowledge and skills to professional environments.

(2) A non-thesis master's degree programme consists of a total of thirty credits, ten courses with at least 60 ECTS credits and a final project. The candidates are required to enrol in final project course in the semester when they took the final project course and submit a written project and/or a report at the end of the semester. Final projects do not require students to complete any credits. Students' performance in the final project is assessed as 'satisfactory' or 'unsatisfactory.'

(3) Students can select maximum three undergraduate courses provided that they did not previously take them during their undergraduate studies.

(4) A proficient examination may be administered at the end of a non-thesis master's programme in accordance with rules and principles set forth by the Senate.

(5) Non-thesis master's degree programmes can also be offered as evening programmes.

Period of Study

ARTICLE 12 – (1) Except for the scientific preparation period, the period of study in a non-thesis master's programme is a minimum two and maximum three semesters regardless as to whether the student has registered for each semester or not. Starting from the semester where the programme courses are offered, the programme shall be completed in the abovementioned period of study.

Assignment of an Advisor

ARTICLE 13 – (1) In a non-thesis master's programme, the Chair of a Graduate programme shall choose a thesis advisor from among faculty members or instructors/lecturers holding a PhD degree and meeting the criteria set forth by the Senate no later than the end of first semester to help the candidate with the course selection process and the preparation of the final project.

Diploma

ARTICLE 14 – (1) Students who achieve a GPA between 2.52 and 4.00 for their courses with credits and successfully complete their final projects shall be awarded a non-thesis master's degree.

(2) The Turkish Council of Higher Education-approved name of the graduate programme in which student enrolled in is inscribed on the non-thesis master's degree diploma.

(3) Students attending a non-thesis master's programme can transfer to a master's programme with thesis provided that they meet the requirements set forth by the programme they're applying to. In such cases, courses taken in a non-thesis master's programme may be counted towards the courses offered in a master's programme with thesis by the decision of the Institute Administrative Board.

PART III

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PhD Programmes**General rules and principles governing PhD programme**

ARTICLE 15 – (1) The objective of the PhD programme is to help students gain the necessary skills to conduct independent research, interpret and analyse scientific problems and findings using an in-depth and broad perspective in order to achieve new synthesis.

(2) For post-master's students, a PhD programme consists of at least 240 ECTS credits in total with a minimum of seven courses, a seminar course, a qualifying examination, a thesis proposal, and a thesis project. The total ECTS credits shall not be less than 60 ECTS credits per academic semester. For post-bachelor's students, a PhD programme consists of at least 300 ECTS credits in total with a minimum of fourteen courses with at least forty-two credits, a seminar course, a qualifying examination, a thesis proposal, and a thesis project.

(3) After enrolment, post-master's and post-bachelor's students can take up to two or four courses offered by other higher education institutions. This selection, however, is subject to the recommendation from the respective Graduate programme Chair and the approval of the respective Graduate department.

(4) Undergraduate courses are not counted towards the course load and PhD programme credits.

(5) PhD programmes are not offered as evening programmes.

(6) A PhD thesis must introduce a scientific innovation, develop a new scientific method, or apply an existing method to a new field.

Application and Admission

ARTICLE 16 – (1) Students who wish to apply to a PhD programme are required to meet the following criteria:

- a) **(Amended: OG-15/8/2021-31569)** In order to apply to a PhD programme, candidates must have a thesis-based master's degree and must have obtained a score of at least 55 points in Academic Personnel and Postgraduate Education Entrance Examination (ALES). However, an ALES certificate is not a must for admission of PhD degree/proficiency in art degree/medical specialty degree/dental specialty degree/ veterinary specialty degree/pharmaceutical specialty degree holders to Altınbaş University PhD programmes. When evaluating the applications of such candidates,

1) Regardless of their field of specialty, or the admission score type required by the graduate programme they have completed, the ALES score obtained by these applicants shall be deemed as 55 pts with regard to the score type required by the programme they apply for and shall be calculated accordingly.

2) These candidates may apply to programmes that are different than their previous academic discipline or the score type required by their previous programme.

b) **(Amended: OG-15/8/2021-31569)** Candidates must have a bachelor's degree that took an average of at least ten semesters, except for medical, dentistry, veterinary medicine, pharmacy degrees and preparatory classes, or must be specialized in a laboratory field in accordance with rules and principles set forth by the Turkish Ministry of Health and score at least 55 points in Academic Personnel and Postgraduate Education Entrance Examination (ALES).

c) Post-bachelor's candidates applying to a PhD programme must have at a minimum graduation GPA of 3 out of 4 or an equivalent score, and a score of at least 80 points in Academic Personnel and Postgraduate Education Entrance Examination (ALES). The required ALES score for applying to PhD programmes may vary depending on Senate's decision. When admitting candidates to a PhD programme, in addition to the ALES examination, a written scientific assessment test and/or an interview may be administered. Regarding post-master's students, master's GPA will also be considered. The Senate shall determine rules and policies governing student evaluation before admission to a PhD programme as well as application requirements and other matters with regard to student admission.

(2) Except for preparatory school, students who hold a bachelor's degree that took an average of at least ten semesters are deemed to have been granted a master's degree.

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(3) The Senate shall specify the rules and principles governing the share/percentage of ALES score (at least 50%) in student admission. The Institute may also require an ALES score only for PhD student admission. All scores deemed to be equivalent to student's ALES score (equivalent scores are announced by Turkish Council of Higher Education) can be increased by the Senate's decision.

(4) Although normally ALES score is not required when admitting students to graduate programmes offered by schools of fine arts and conservatoires, in some cases, the Senate can require students to sit ALES examination before admission to art programmes. When ALES score is required, the minimum score will be determined by the Senate.

(5) Except for their native languages, Candidates must obtain at least 55 points in a centrally administered foreign language proficiency test recognized by Turkish Council of Higher Education, or in an equivalent international foreign language examination, or obtain a score equivalent to the latter in an international foreign language examination recognized by the Centre for Student Assessment, Selection and Placement (ÖSYM). The Senate shall decide whether or not to rise these minimum pass scores depending on the requirements of the respective programme.

(6) The English proficiency exemption for student admission to English-taught PhD degree programmes shall be governed by the provisions of Altınbaş University School of Foreign Languages Directive on Language Requirement Exemption for Undergraduate and Graduate Degree Programmes, provided that the applicants' score in a centrally administered foreign language proficiency test shall not be below 55 pts.

(7) **(Amended:OG-15/8/2021-31569)** In order to apply to a PhD programme in basic medical sciences, medical graduates must have a bachelor's degree and obtain the required score (required score shall be decided by the Senate; the minimum score shall not be less than 50 points) in Examination for Specialty in Medicine, or must obtain a numerical score of at least 55 points in ALES (required numerical score may vary depending on Senate's decision); candidates who are not medical graduates must have a master's degree; dental and veterinary medicine graduates must hold a bachelor's degree and obtain a numerical score of at least 55 points in ALES (required numerical score may vary depending on Senate's decision). The basic medical score is calculated by multiplying the standard score obtained in Basic Medical Sciences Test-1 section of the Examination for Specialty in Medicine by 0,7; and by multiplying the standard score obtained in clinical medical sciences test by 0,3. The total scores of each test are added up to calculate the final result. When admitting candidates to a PhD programme, in addition to the ALES score or basic medical test score; bachelor's and/or master's GPA, a written scientific assessment test and/or interview results may be taken into consideration where necessary. The Senate will decide whether or not the candidates need to submit a letter of recommendation, a letter of intent describing them as being well-suited to carrying out doctoral studies, or any other required document, or whether the candidates need to sit any international standard examinations. In student admission to basic medical sciences PhD programmes, however, candidates must obtain at least 55 points in a centrally administered foreign language examination other than their native language either in a central foreign language examination recognized by Turkish Council of Higher Education (YÖK) or must achieve an equivalent score in an international foreign language examination deemed equivalent by the Centre for Student Assessment, Selection and Placement. The Senate shall decide whether or not to rise these minimum pass scores depending on the requirements of the respective programme. The Senate shall specify the rules and principles governing the share/percentage of basic medical or ALES score (at least 50%) in student admission. The Institute may also require an ALES or basic medical score only for PhD student admission.

Period of Study

ARTICLE 17 – (1) Except for the scientific preparation period, the period of study in a PhD programme for post-master's students (with thesis) is eight semesters regardless as to whether the student has registered for each semester or not. Starting from the semester where the programme courses are offered, the programme shall be completed in a maximum period of twelve semester hours. The period of study in a PhD programme for post-bachelor's students is ten semesters. The programme shall be completed in a maximum period of fourteen semester hours.

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(2) Post-master's students (with thesis) must successfully complete their PhD courses with credits in a maximum period of four semesters; post-bachelor's students must successfully complete their PhD courses with credits in a maximum period of six semesters. Students, who fail to complete their courses with credits successfully within the abovementioned period of time or fail to achieve the minimum GPA required by the University, must withdraw from the programme.

(3) Candidates, who fail to complete their theses within the period of time indicated in sub-article (1) of Article 17 must withdraw from the programme even though they complete their courses with credits with a minimum GPA between 3.00 and 4.00, achieve passing score in qualifying examination, and their thesis proposal is accepted.

(4) Upon request from post-bachelor's candidates, who failed to complete their courses with credits within the specified period of time or whose thesis is rejected by the examiners, they can be granted a non-thesis master's degree provided that they meet the requirements of a non-thesis master's programme, including credit load, writing a master's project etc. The additional period of time to be granted to such students shall be determined by the Institute Administrative Board. Students who fail to complete all requirements of a non-thesis master's programme within a given period of time must withdraw from the programme.

Assignment of Thesis Advisor

ARTICLE 18 – (1) In a PhD programme with thesis, the Chair of a Graduate programme shall recommend a thesis advisor from among faculty members for each candidate and a thesis topic chosen by the student and his/her advisor. The Institute administrative board shall give the final approval of thesis advisor and thesis topic. Thesis advisor shall be assigned no later than the end of second semester.

(2) Thesis advisor shall be selected from among faculty members meeting the criteria set forth by the Senate. In case of absence of faculty members meeting the required criteria, the administrative board of the Institute can ask faculty members from other higher education institutions to assume the role of advisor in accordance with rules and principles set forth by the Senate. In order for faculty members can supervise theses in PhD programmes, except for dentistry, pharmacy, and medical schools; they must have successfully supervised at least a master's thesis before. In cases where the nature of the thesis study requires multiple advisors, the person to be assigned as a second, external advisor should be chosen from among academics holding at least a PhD degree.

PhD Qualifying Examination

ARTICLE 19 – (1) The PhD Qualifying Exam is designed to measure whether the PhD student, who has previously completed their PhD courses and seminar, has the skills and ability to conduct in-depth scientific research on basic subjects and concepts in his/her field and about his/her PhD thesis. A PhD student can sit maximum two qualifying exams per year.

(2) The time and date when the student should take the qualifying exam shall be set by the Senate.

Post-Master's PhD students must take the qualifying exam no later than the end of the 5th semester; Post-Bachelor's PhD students must take the qualifying exam no later than the end of the 7th semester.

(3) Qualifying exams are prepared and administered by a PhD Qualifying Exam Committee recommended and approved by the respective graduate department and Institute Administrative Board. The Committee shall create exam juries in order to prepare, administer and assess examinations for different fields. The exam jury shall consist of five faculty members. At least two out of five members must be external jury members. Institute Administrative Board shall decide whether the advisor will be given the right to vote. In case where the advisor is not granted the right to vote, the jury shall consist of six members. Qualifying examination meetings are conducted in front of an audience, including faculty members, graduate students, and experts in their fields.

(4) Qualifying exams are given in two parts: oral and written. Students who successfully pass the written exam can attend for oral examination. The calculation of exam scores is subject to the relevant provisions set forth in this Regulation. Exam jury shall decide by an absolute majority vote whether or not the student's performance was satisfactory or unsatisfactory based on his/her score in written and oral examinations. The respective Graduate Department shall notify the Institute of the final verdict within three days from the qualifying exam date.

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(5) Students who fail the qualifying exam can sit the next exam for programme /programmes they failed in the next semester. Students who fail the next examination as well must withdraw from the PhD programme.

(6) The PhD Qualifying Exam Committee may ask a student who passed the qualifying exam to take extra course(s) not exceeding one-third of his/her total credits, even though s/he completed his/her course load. The student must pass the courses specified by the Senate decision.

(7) Post-bachelor's students who successfully passed at least seven courses can transfer to a master's degree programme. The requirements for transfer to master's programme shall be set forth by the Senate.

Thesis monitoring committee

ARTICLE 20 – (1) A thesis monitoring committee shall be created within one month upon recommendation from the respective graduate department and approval from the Institute Administrative Board to monitor the PhD studies carried by a student who successfully passed the PhD qualifying exam.

(2) A thesis monitoring committee consists of three faculty members: the thesis advisor, one faculty member from the respective graduate programme and an external faculty member. In case of assignment of an external advisor, the external advisor can attend the committee meetings if s/he wishes.

(3) Over the semesters following the creation of the thesis monitoring committee, jury members can be replaced upon recommendation from the respective graduate department and approval from the Institute Administrative Board.

Thesis proposal defence

ARTICLE 21 – (1) A student who successfully passed the PhD qualifying exam must present and defend his/her thesis orally in front of the thesis monitoring committee within six months. The thesis proposal must cover the objective and the method of his/her research as well as his/her study plan. Students shall provide committee members with a written report on his/her thesis proposal at least fifteen (15) days prior to oral defence.

(2) The thesis monitoring committee shall decide by absolute majority vote whether or not to accept, ask for corrections or reject the student's thesis proposal. The student shall be given a period of one month to make the necessary corrections. At the end of this period, the respective graduate department shall notify the Institute of the committee's final decision within three days from the date of decision.

(3) Students whose thesis proposals are rejected shall be assigned a new advisor and/or the right to choose a new topic. In such case, a new thesis monitoring committee can be assigned. Students who wish to continue their PhD programmes with the same advisor shall defend their thesis proposals again within three months while students who changed their advisors and thesis topics shall defend their thesis proposals within six months. Students whose thesis proposals are rejected at this defence session must withdraw from the PhD programme.

(4) For students whose thesis proposals are accepted, the thesis monitoring committee shall convene at least twice a year, one meeting between January and June, and the second between July and December. Student must submit a written report to the committee members at least one month prior to the meeting. The report shall cover a summary of research and studies conducted by the student so far and a research & study schedule for the following semester. Students, whose thesis study is deemed unsatisfactory by the committee for two consecutive times or three times intermittently, must withdraw from the PhD programme.

(5) The thesis proposals of students, who do not present and defend their thesis orally in front of the thesis monitoring committee within the period set forth in sub-article (1) of Article 21 without a valid excuse, shall be deemed unsatisfactory, hence rejected.

Completion of PhD thesis

ARTICLE 22 – (1) A student enrolled in a PhD programme shall present findings in his/her dissertation in accordance with spelling rules set forth by the Senate and defend his/her thesis in an oral exam session in front of a selected jury.

(2) Prior to the defence of the PhD thesis and for thesis that require corrections, student shall make the necessary corrections and submit his/her thesis to the advisor. The advisor will submit the thesis to the

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Institute if s/he concludes that it is 'defendable.' After checking the thesis for plagiarism, the Institute will send the plagiarism report to the advisor and jury members. In the event plagiarism is detected, the thesis shall be submitted to the Institute Administrative Board for a reasoned verdict.

(3) In order for the student thesis can be concluded, at least three thesis monitoring committee reports shall be presented.

(4) Jury members for PhD thesis defence shall be appointed upon recommendation from the thesis advisor and the Chair of the respective Graduate programme as well as upon approval from the Institute Administrative Board. The Jury shall consist of five faculty members: three of them from the thesis monitoring committee, and at least two out of five members must be external jury members. Institute Administrative Board shall decide whether the advisor will be given the right to vote. In case where the advisor is not granted the right to vote, the jury shall consist of six members. Also, the second thesis advisor can be part of the jury without right to vote.

(5) At least within a month from the day when the thesis has been submitted to the jury, jury members shall convene to administer a thesis defence examination. Thesis defence examination consists of an oral defence presentation followed by questions from the jury members. Thesis examination is conducted in form of public defence in front of an audience, including faculty members, graduate students, and experts in their fields.

(6) After the completion of thesis examination, the jury shall declare by unanimous decision whether the thesis is accepted for the degree, whether it must be revised or whether it is unacceptable. Students whose theses are accepted shall be deemed to have passed the thesis exam. The Chair of the respective Graduate programme shall notify the Institute in writing of the verdict within three days from the thesis examination. A candidate whose thesis is deemed unacceptable must withdraw from the programme. A candidate whose thesis must be revised and undergo the evaluation/defence process again must make the necessary corrections within six months at the latest and defend his/her thesis in front of the same jury. In the event that the jury deems the thesis to be unacceptable after the defence presentation, the candidate must withdraw from the programme. Upon request from the candidate whose thesis is rejected by the examiners, s/he can be granted a non-thesis master's degree in accordance with the sub-article 4 of Article 17.

Doctoral Degree

ARTICLE 23 – (1) Upon completion of his/her thesis, student shall provide the required number of complete copies of the thesis to his/her advisor. The advisor shall submit the thesis to the Chair of the respective Graduate programme along with his/her written opinion confirming that the thesis meets the required orthographic and spelling norms.

(2) Students, who submit at least three bound copies of their doctoral thesis to the Institute within one month from the thesis examination, and whose thesis are approved by the jury members will be awarded a PhD degree. The Institute Administrative Board can extend the submission deadline for a maximum period of one month when requested. Other requirements that should be met to earn a PhD degree shall be determined by the Senate upon recommendation from the Institute Administrative Board. Students who fail to fulfil these requirements will not be awarded their degrees and will not be allowed to use his/her student rights until they meet the requirements. In case of failure to meet the requirements before the deadline, students must withdraw from the programme.

(3) The Turkish Council of Higher Education-approved name of the graduate programme in which student enrolled in is inscribed on the PhD degree diploma. Graduation date is considered to be the day when a signed copy of the thesis is submitted by the examination committee.

(4) The Institute shall send a digital copy of the doctoral thesis to the Turkish Council of Higher Education within three months from the submission date of the thesis for research purposes.

PART IV
Proficiency in Art**General rules and principles governing Proficiency in Art**

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ARTICLE 24 – (1) The Proficiency in Art is a PhD equivalent higher education programme designed to prepare students to create an original work of art and achieve an outstanding application and creativity in music and performing arts.

(2) For post-master's students (with thesis), the Proficiency in Art programme consists of 21 credits in total and at least 240 ECTS credits with a minimum of seven courses, including studies like a thesis proposal, an exhibition, a thesis project, recital, concert, performance. The total ECTS credits shall not be less than 60 ECTS credits per academic semester. For post-bachelor's students, a PhD programme consists of at least 300 ECTS credits in total with a minimum of fourteen courses with at least 42 credits, including studies like a thesis proposal, an exhibition, a thesis project, recital, concert, performance.

(3) After enrolment, post-master's and post-bachelor's students can take up to two or four courses offered by other higher education institutions. This selection, however, is subject to the recommendation from the respective Graduate programme Chair and the approval of the Institute.

Application and Admission

ARTICLE 25 – (1) (Amended: OG-15/8/2021-31569) In order to apply to proficiency in art programme, candidates must have a bachelor's or a master's degree. Except for fine arts graduates, conservatoire graduates and graduates of equivalent programmes offered by other graduate/undergraduate schools, post-master's candidates must score at least 55 points (in verbal score) and post-bachelor's candidates must score at least 80 points in Academic Personnel and Postgraduate Education Entrance Examination (ALES).

(2) Post-bachelor's candidates applying to proficiency in art programme must have at a minimum graduation GPA of 3 out of 4 or an equivalent score. When admitting candidates to a proficiency in art programme, ALES examination score, master's GPA and the result of interview/talent exam/portfolio review may also be evaluated. The Senate shall determine rules and policies governing student evaluation before admission to proficiency in art programme as well as application requirements and other matters with regard to student admission. The Senate will also decide whether or not the candidates need to submit a letter of recommendation, a letter of intent describing them as being well-suited to carrying out Proficiency in Art studies, or any other required document, or whether the candidates need to sit any international standard examinations.

(3) Except for their native languages, candidates must obtain at least 55 points in a centrally administered foreign language proficiency test recognized by Turkish Council of Higher Education, or in an equivalent international foreign language examination, or obtain a score equivalent to the latter in an international foreign language examination recognized by the Centre for Student Assessment, Selection and Placement (ÖSYM). The Senate shall decide whether or not to rise these minimum pass scores depending on the requirements of the respective programme.

(4) The English proficiency exemption for student admission to English-taught proficiency in art programmes shall be governed by the provisions of Altınbaş University School of Foreign Languages Directive on Language Requirement Exemption for Undergraduate and Graduate Degree Programmes, provided that the applicants' score in a centrally administered foreign language proficiency test shall not be below 55 pts.

(5) The Senate shall specify the rules and principles governing the share/percentage of ALES score (at least 50%) in student admission. The Institute may also require an ALES score only for Proficiency in Art admission. All scores deemed to be equivalent to student's ALES score (equivalent scores are announced by Turkish Council of Higher Education) can be increased by the Senate's decision. However, regarding admission to graduate programmes offered by schools of fine arts and conservatoires, sub-article (1) of Article 25 shall apply.

Period of Study

ARTICLE 26 – (1) Except for the scientific preparation period, the period of study in a Proficiency in Art programme for post-master's students is eight semesters regardless as to whether the student has registered for each semester or not. Starting from the semester where the programme courses are offered, the programme shall be completed in a maximum period of twelve semester hours. The period of study in a Proficiency in Art programme for post-bachelor's students is ten semesters. The programme shall be completed in a maximum period of fourteen semester hours.

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(2) Post-master's students (with thesis) must successfully complete their Proficiency in Art courses with credits in a maximum period of four semesters; post-bachelor's students must successfully complete their Proficiency in Art courses with credits in a maximum period of six semesters. Students, who fail to complete their courses with credits successfully within the abovementioned period of time or fail to achieve the minimum GPA required by the University, must withdraw from the programme.

(3) Candidates, who fail to complete their theses, exhibition, project, recital, concert, or stage performance within a maximum period of twelve semester hours or a maximum period of fourteen semester hours as indicated in sub-article (1) of Article 26 must withdraw from the programme even though they complete their courses, projects etc.

(4) Upon request, post-bachelor's candidates, who failed to successfully complete their Proficiency in Art theses, can be granted a non-thesis master's degree provided that they meet the requirements of a non-thesis master's programme, including credit load, writing a master's project etc. The additional period of time to be granted to such students shall be determined by the Institute Administrative Board. Students who fail to complete all requirements of a non-thesis master's programme within a given period of time must withdraw from the programme.

Assignment of an Advisor

ARTICLE 27 – (1) In Proficiency in Art, the Chair of the respective Graduate programme shall recommend a thesis advisor from among faculty members for each candidate as well as a topic for thesis, exhibition, project, recital, concert, stage performance etc. chosen by the student and his/her advisor. The Institute administrative board shall give the final approval of thesis advisor and the topic for graduation project, thesis etc. The Senate shall decide when to assign advisors to students. However, advisor shall be assigned no later than the end of second semester. In cases where the nature of the Proficiency in Art thesis/project requires multiple advisors, a second advisor can be assigned. In order for faculty members can supervise theses, exhibitions, projects, recitals, concerts, stage performances etc. in a Proficiency in Art programme, except for dentistry, they must have successfully supervised at least a master's thesis before. The second thesis advisor can be chosen from among academics, who are not members of Altınbaş University, holding a doctoral degree/proficiency in art.

(2) The advisor shall be chosen from among faculty members who meet the criteria set forth by the Senate and academics holding a doctoral/proficiency in art degree.

Completion of Proficiency in Art thesis/project

ARTICLE 28 – (1) A student enrolled in a Proficiency in Art programme shall present findings in his/her dissertation, documents explaining and describing his/her exhibition, recital, concert, or stage performance project in accordance with spelling and orthographic rules recognized by the Senate and defend his/her thesis/project in an oral exam session in front of a selected jury.

(2) Prior to the defence of the Proficiency in Art thesis and for theses that require corrections, student shall make the necessary corrections and submit his/her thesis to the advisor. The advisor will submit the thesis to the Institute if s/he concludes that it is 'defendable.' After checking the thesis for plagiarism, the Institute will send the plagiarism report to the advisor and jury members. In the event plagiarism is detected, the thesis shall be submitted to the Institute Administrative Board for a reasoned verdict.

(3) Upon completion of his/her thesis, student shall provide the required number of complete copies of the thesis to his/her advisor. The advisor shall submit the thesis to the Chair of the respective Graduate programme along with his/her written opinion confirming that the thesis meets the required orthographic and spelling norms.

(4) Jury members for Proficiency in Art thesis defence shall be appointed upon recommendation from the advisor and the Chair of the respective Graduate programme as well as upon approval from the Institute Administrative Board. The Jury shall consist of five faculty members including the advisor. At least two out of five members must be external jury members. Institute Administrative Board shall decide whether the advisor will be given the right to vote. In case where the advisor is not granted the right to vote, the jury shall consist of six members. Also, the second thesis advisor can be part of the jury without right to vote.

(5) At least within one month from the day when the thesis has been submitted to the jury, jury members shall convene to administer an examination. The examination consists of a presentation of

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the proficiency in art thesis/project followed by questions from the jury members. The examination is conducted in form of public defence in front of an audience, including faculty members, graduate students, and experts in their fields.

(6) After the completion of the examination, the jury shall declare by unanimous decision whether the thesis/project/exhibition/recital/concert/stage performance is accepted for the degree, whether it must be revised or whether it is unacceptable. Students whose theses/projects are accepted shall be deemed to have passed the exam. The Chair of the respective Graduate programme shall notify the Institute in writing of the verdict within three days from the examination. A candidate whose thesis/project is deemed unacceptable must withdraw from the programme. A candidate whose thesis/project must be revised and undergo the evaluation/defence process again must make the necessary corrections within six months at the latest and defend his/her thesis/project in front of the same jury. In the event that the jury deems the thesis/project to be unacceptable after the defence presentation, the candidate must withdraw from the programme. Upon request from the candidate whose thesis/project is rejected by the examiners, s/he can be granted a non-thesis master's degree in accordance with the sub-article 4 of Article 26.

Proficiency in Art Degree

ARTICLE 29 – (1) Students who successfully complete their proficiency in art projects or theses shall be awarded a diploma approved by Turkish Council of Higher Education, provided that the students meet the other requirements as well. The name of the student's graduate major/field of study is inscribed on the diploma. Graduation date is considered to be the day when a signed copy of the thesis is submitted by the jury/examination committee.

(2) Students, who submit at least three bound copies of their proficiency in art thesis to the Institute within one month from the thesis examination, and whose thesis are approved by the jury members will be awarded a Proficiency in Art degree. The Institute Administrative Board can extend the submission deadline for a maximum period of one month when requested. Students who fail to fulfil these requirements will not be awarded their degrees and will not be allowed to use his/her student rights until they meet the requirements. In case of failure to meet the requirements before the deadline, students must withdraw from the programme.

(3) The Institute shall send a digital copy of the Proficiency in Art thesis to the Turkish Council of Higher Education within three months from the submission date of the thesis for research purposes.

PART V**Miscellaneous and Final Provisions****Student admission to scientific preparatory programme**

ARTICLE 30 – (1) Scientific preparatory courses can be offered to post-bachelor and post-master's students who majored in a field different than the master's or PhD programme into which they are admitted, as well as to master's or PhD candidates who earned their bachelor's or master's degree from another higher education institution if they are deemed to have fallen behind in the curriculum of the master's or PhD programme they are admitted into.

(2) (**Amended:OG-28/4/2022-31823**) The rules governing the required courses that must be taken in the scientific preparation programme are as follows:

a) A scientific preparation programme shall be designed specific to each candidate, consisting of undergraduate courses for master's degree students, undergraduate and/or graduate courses for doctoral students. The scientific preparation programme, which includes the courses chosen specifically for the candidate, shall be reviewed by the head of division. The Institute of Graduate Studies Administrative Board shall approve the final version of the programme.

b) Besides scientific preparatory courses, postgraduate students can take a maximum of 2 (two) courses per term from among the graduate courses available at the relevant education level. The selection of courses is subject to the approval of the head of division and the institute board.

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c) Students are required to earn a minimum grade of CC in undergraduate level scientific preparatory courses, and a minimum grade of CB in graduate level scientific preparatory courses. Grades earned in these courses are not included in the graduate GPA.

(3) The period of study in scientific preparatory programme shall not be longer than two semesters. Summer school is not included in this period. The period of study in scientific preparatory programme shall not be extended, except for leaves of absence. Students who fail to complete the scientific preparatory courses successfully at the end of this period must withdraw from the programme. The semester hours spent in the programme shall not be counted towards a master's or PhD programme hours.

Special student admission

ARTICLE 31 – (1) Current students or graduates from another higher education institution wishing to improve their knowledge of a specific field can attend graduate classes as special students, subject to the approval of the respective graduate programme. The exemption procedures regarding the courses that are taken and successfully passed by special status students shall be performed by the graduate departments in other universities in which students are enrolled. Special students shall be awarded a certificate documenting the courses they've taken, course attendance, grades as well as credits/hours of the relevant courses.

(2) Graduate students enrolled in programmes offered by Altınbaş University Institute of Graduate Studies may attend classes as special students at an institute of another higher education institution. The exemption procedures regarding the courses that are taken and successfully passed by special status students shall be performed by Altınbaş University graduate departments in which students are enrolled.

Undergraduate transfer admission

ARTICLE 32 – (1) Students who have successfully completed at least one semester in a graduate programme offered by their university or a graduate programme offered by another university, can be admitted to a graduate programme of their choice via intra-institutional and inter-institutional transfer application. Students can be admitted to graduate programmes offered by the university on condition that they provide the required documents in full within the application period for intra-institutional/inter-institutional transfer. The transfers, however, are subject to the recommendation from the relevant graduate programme and approval from the Institute administrative board. The approval decision by the Institute administrative board shall also specify the courses from which the student will be exempted. Students transferring from another higher education institution must meet the application requirements previously announced by the University. Semester lengths and credit equivalency for students transferring from another higher education institution shall be determined by the administrative board of the Institute.

(2) Post-bachelor's students admitted to a PhD/proficiency in art programme can transfer to a master's degree programme. Student's adaptation to the master's programme shall be carried out by the decision of the Institute administrative board.

Graduate enrolment

ARTICLE 33 – (1) Requirements to finalize enrolment of students in graduate programmes are specified by the Institute administrative board.

Graduate programmes, examinations, and assessments

ARTICLE 34 – (1) Graduate instructional plans comprise required/elective courses, thesis, seminar, similar projects, and total credits that should be taken to earn a graduate degree. These instructional plans shall be discussed and approved by the members of Institute administrative board. The plans shall meet the minimum requirements set forth by the Senate.

(2) A list of graduate courses to be offered within a semester and a list of faculty members to teach these courses shall be prepared by the Institute administrative board upon recommendation from the chairs of graduate programmes.

(3) The Senate shall follow the principles stated below when determining the ECTS-based graduate credit scale and graduate student workload, previously set forth by Turkish Council of Higher Education in accordance with Turkish Qualifications Framework for Higher Education:

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- a) The semester credit value of a graduate course is the sum of the following: the total number of hours of weekly theory courses offered within a semester and the half of the total number of hours for weekly practical courses and lab time.
- b) ECTS course credits are calculated in accordance with principles set forth by the Senate, by taking into consideration the learning outcomes, which are the relevant course's contributions to knowledge, skills, and competencies that student will have when graduating from the relevant grad programme, the total number of hours of theory and practical courses, and other hours of study that students are required to perform in order to complete other specified activities.
- (4) At least one course designed to teach scientific research techniques and research and publication ethics must be offered during graduate studies.
- (5) Student and his/her advisor shall decide together when selecting courses from among the ones approved by the Institute board. The Chair of the relevant graduate programme or programme coordinator shall serve as an interim advisor until the student is assigned a thesis advisor.
- (6) The Senate may ask students to meet additional requirements in order to continue with their programme following any semester.
- (7) The Senate shall determine the rights governing additional (supplementary) exams to be given for graduation.
- (8) All assessments, including proficiency and placement tests, designed to measure student success can be administered as paper-based examinations simultaneously for all candidates while they can also be administered online, using a well-protected question bank that comprises questions based on area and difficulty level, in such a manner so as to enable to ask different questions to each candidate at different times. The rules and procedures set forth by Turkish Council of Higher Education shall be followed when preparing tests and exams, creating, and encrypting a question bank, securely storing examination materials, paper or online; and maintaining test security.
- (9) Make-up examinations are not administered in graduate programmes.
- (10) Make-up examinations are not administered in Distance Education programmes.

Class attendance

ARTICLE 35 – (1) Students must attend classes, applications, and examinations regularly. Student attendance shall be monitored by the faculty members.

Grades

ARTICLE 36 – (1) Students are given for each course they take one of the letter grades listed below:

AA 4, 00
BA 3, 50
BB 3, 00
CB 2, 50
CC 2, 00
F 0, 00

(2) When it is required to convert grades and grade point average in percentage-based system, the conversion table prepared by the Turkish Higher Education Council must be used.

(3) Other letter grades, which are not included in student GPA, are as follows:

a) A grade of Incomplete (I) is given to students who fail to satisfactorily complete a substantial part of the course work or fail to take final examination due to an illness or a similar impediment beyond his/her control even though s/he has good academic standing. In case a student is given an (I) grade for a specific course, s/he must complete the required work so as to receive a grade within thirty days from the date when grades are submitted to the Registrar's Office. Otherwise, (I) grade will automatically turn into an (F). The above-mentioned period, however, may be extended by the approval of the Institute administrative board.

b) A grade of Satisfactory (S) is awarded to students who successfully pass courses that are not included in GPA calculations.

c) A grade of Unsatisfactory (U) is awarded to students who fail the courses that are not included in GPA calculations.

ç) (P) (Progress) grade is given to students who successfully carry out their projects or theses.

d) Exempt grade (EX) is given to students who are exempted from taking some courses in the

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curriculum. Exempt grade may also be awarded to students who meet specific course requirements established by the Senate. (EX) grade is not included in GPA calculations, however, it shall be shown on student's transcript.

e) A W (Withdraw) Grade is given to students who are allowed to withdraw from a course within the first ten weeks from the beginning of the semester, after the add/drop period is over. Withdrawal from a course is subject to advisor's recommendation and instructor/faculty member's approval. Regarding course withdrawal, the principles set forth below shall apply:

1) Students shall not withdraw from courses that they are required to repeat, that they have been given a (W) and also, they shall not withdraw from courses which are not included in GPA calculations.

2) Subject to the recommendation of their advisors and the respective instructor's approval, students are allowed to withdraw from a maximum of two courses during the normal period of graduate studies (not more than one course per semester). Post-bachelor's PhD students may be allowed to withdraw from a maximum of four courses during the normal period of PhD studies.

f) The courses taken in NI (not included) status are indicated in the transcript along with the earned letter grade; however, NI grades are not included in GPA calculations. NI courses shall not be used in course substitution for the programmes student is enrolled in. Students do not have to repeat courses with (NI) status. Status of the (NI) courses shall not be changed within the same programme.

(4) Semester grades become definite once they are submitted to the Registrar's Office, which is responsible for announcing the semester grades.

(5) Grading errors/mistakes: Students may submit a grade appeal letter to the respective academic division within 5 business days from the release date of examination results. The respective administrative board shall decide accordingly after evaluating the appeal letter. The board must issue a decision within at least 7 business days from the grade appeal deadline.

Grade Point Average

ARTICLE 37 – (1) Students' academic standing is determined by the Registrar's Office at the end of each semester by calculating end of semester GPA and overall GPA. The total number of credits that a student has taken for a course is calculated by multiplying the coefficient of the final grade by the credit hours. In order to obtain the GPA for any given semester, total number of credits that a student has taken during the respective semester is divided by the total credit hours of courses taken by student. The average obtained is given as two places after the decimal. The GPA is calculated by taking into account all courses taken by student, since s/he started his/her graduate studies, in order to complete the minimum course load required by the respective graduate programme. The most recent grade obtained for a repeated course is also used to calculate the GPA. All grades are shown on students' transcript.

Withdrawal

ARTICLE 38 – (1) Graduate students can or must withdraw from their respective graduate programmes under the following conditions:

a) By submitting a withdrawal letter to the Institute, students can voluntarily ask their enrolment to be terminated.

b) The enrolment of students who are subject to expulsion from university or who transferred to another university shall be terminated.

(2) No tuition fees previously paid will be refunded to students whose enrolment is terminated.

Course repeat

ARTICLE 39 – (1) Students must either retake the required courses they have failed or retake the elective courses or take the courses deemed equivalent by the Chair of the respective Graduate programme. In case that the course that student must repeat is an elective course, the course that is previously taken by the student shall not be shown in the transcript and not be included in student's GPA. Students can retake courses they've previously passed or take other courses deemed equivalent by their graduate programme so as to increase their GPA.

Preparation of a thesis or dissertation in the event of a natural disaster or pandemic

ARTICLE 40 – (1) In the event of a natural disaster or pandemic, graduate students who are in the process of authoring a thesis may be allowed, upon their request, extra time (one semester, or a maximum of two semesters depending on the severity of the disaster or pandemic) for the completion

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of a thesis. Students are required to re-apply to request another semester for the completion of their theses. This extra duration shall not be counted towards the maximum duration of study.

Leave of absence

ARTICLE 41 – (1) In circumstances declared exceptional by Turkish Council of Higher Education or in the event of a valid excuse provided by the student (the validity of the excuse is subject to the Institute's consideration), graduate students may be allowed a leave of absence upon their request (one semester for non-thesis master programmes, two semesters for thesis-based master programmes, a maximum of four semesters-not consecutively though-for PhD and proficiency in art programmes. These durations may be extended in specific situations (military service, illness, detention, imprisonment which does not require termination of studies etc.) upon presentation of valid documentation. Such absences are not counted towards the maximum duration of study. Students who are on a leave of absence shall not attend classes and sit examinations given in the semester during which they are absent.

Course transfer

ARTICLE 42 – (1) Graduate course that have been previously taken and successfully passed by the student may be transferred to the student's new programme upon his/her request. The course transfer is subject to the consideration of the relevant graduate department.

Thesis advising

ARTICLE 43 – (1) It is recommended a ratio of no higher than 14 students per adviser in thesis-based master's degree and PhD degree programmes, and no higher than 16 students per adviser in non-thesis master's degree programmes.

Disciplinary procedures

ARTICLE 44 – (1) The provisions of Student Disciplinary Regulation for Higher Education Institutions (published in Turkish Official Gazette No. 28388 of 18/8/2012) shall apply to all disciplinary problems in higher education institutions.

Situations that are not governed by the provisions of this Regulation

ARTICLE 45 – (1) Regarding situations for which there are no provision in this Regulation, other respective legislation provisions and decisions issued by Altınbaş University Senate shall apply.

Annulled regulation

ARTICLE 46 – (1) Altınbaş University Academic Rules and Regulations for Graduate Studies which was published in Official Gazette No. 30882 of September 8th, 2019, were annulled.

Effective Date

ARTICLE 47 – (1) The provisions of this Regulation shall become effective the start of Academic Year 2020-2021, upon its publication.

Execution

ARTICLE 48 – (1) The provisions of this Directive shall be executed by the President of Altınbaş University.