

DENTISTRY FACULTY

Handbook of Beginner Students

Welcome

Dear Students,

Welcome to the Faculty of Dentistry. This handbook has been prepared to inform you about the educational process of our faculty and to gather the basic rules you will need throughout your student life in a single source.

We wish you all success in this intense and valuable journey that will last five years, and we hope that you will lay a solid foundation for your professional life.

1. Academic Structure and Duration of Education

- The duration of education in the faculty is **5 (five) years**.
 - The maximum duration of study is **8 academic years** from the semester of enrollment.
 - A total of **300 ECTS** credits are required to graduate.
 - The course load required each academic year is set at **60 ECTS** credits.
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2. Academic Calendar

- The academic year consists of two semesters: **Fall and Spring**.
 - Each semester lasts at least **14 weeks (70 working days)**.
 - Courses are mostly offered **annually**; some courses may be **semester-based**.
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3. Academic Advising

- An academic advisor is assigned to each student who registers with the faculty by the Deanery.
 - Your academic advisor will guide you on matters related to course selection, academic progress, and your student life.
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4. Attendance Requirement

- Attendance is mandatory for at least 70% of theoretical lectures.
 - Attendance is mandatory for 80% of practical, preclinical, and clinical lectures.
 - Absence status is recorded in the UBIS system by the relevant instructor.
 - Students whose absenteeism rate reaches 30% will receive an NA grade and will not be eligible to take the final exam.
 - Students retaking a course who have not failed due to absenteeism are not required to attend that course.
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5. Course Types and Categories

Courses offered in the faculty are classified as follows:

- Compulsory Core Courses
 - Compulsory General Courses
 - Elective Courses
 - YÖK Common Compulsory Courses
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6. Prerequisite Courses

Prerequisite courses are courses for which one or more courses from previous semesters must have been taken and/or passed before the student can take the course.

7. Module Courses

Module courses are courses where multiple courses are taught together and the passing grade is determined by a **common average**.

7.1 Basic Science Modules

- **Basic Sciences Module I:** Terminology, Biophysics, Biochemistry, Medical Biology, Anatomy, Physiology, Histology and Embryology
- **Basic Sciences Module II:** Medical Biology, Anatomy, Physiology, Histology and Embryology, Microbiology, Immunology
- **Basic Sciences Module III:** Pharmacology, Pathology, Microbiology, Clinical Biochemistry

7.2 Clinical Medical Sciences Module

- Pharmacology
- Pathology

- Medical dentistry module I ve II

7.3 Oral Simulation Modules

- Oral Simulation I
- Oral Simulation II
- Oral Simulation III

Important: Students who failed Oral Simulation I, II, and III **cannot take clinical courses in the 3rd year.**

All clinical courses are module courses.

- The module passing grade must be at least 60/100.
 - If a student fails any course within a module, the entire module must be repeated.
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8. Preclinical Training

This is practical training conducted in a simulation environment where basic professional skills are acquired before moving on to clinical practice.

- It covers the 1st and 2nd years and the fall semesters of the 3rd year.
 - At least **80%** of the assigned homework must be submitted within the specified time.
 - Missing homework must be completed **before the final exam.**
 - Students who pass the practical exam are eligible to take the theoretical final exam for the relevant course.
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9. Clinical Training Process

- Clinical training is conducted in the 3rd year (spring semester), 4th and 5th years.

9.1 Clinical Observation

This is an observation-based introductory course in dental education aimed at familiarizing students with the clinical environment before they move on to active clinical practice.

3rd Year

- Students serve as intern-observers in clinics according to the principles determined by the faculty board.
- During this period, students adapt to the clinical environment by observing clinical operations, patient admission processes, and treatment steps.
- Internships are conducted **in two-week periods.**

9.2 Clinical Practice

4th Year

They carry out the basic knowledge and skills they gained in the preclinical period on real patients under the supervision of faculty members.

- Clinical practices are carried out in clinics in **groups and on a rotating basis**.

5th Year

In this period, students have the opportunity to develop their patient management skills by making more comprehensive treatment plans and evaluating different disciplines together.

- The education consists of **Integrated** and **Non-Integrated** internships.

Integrated Internships: - Restorative Dentistry - Endodontics - Prosthetic Dentistry - Periodontology

Non-Integrated Internships: - Pedodontics - Orthodontics – Oral and Maxillofacial Surgery – Dento Maxillofacial Radiology

10. Exam Types

The following exam types are administered in the Faculty:

- Short midterm exam Quiz
- Midterm exam
- Final exam
- Make-up exam
- Excuse exam
- Exemption exam
- Single course exam
- Additional exam

Exams may be written, oral and/or practical. The evaluation criteria for practical work and internships are determined by the Faculty Board

Midterm Exam

- At least one midterm exam is held per semester for each course.

Final and Make-up Exams

- The final exam is held at the end of the semester in which the course is completed.
- Students who are eligible to take the final exam but failed can participate in the make-up exam.

- Students who have not completed their practical and clinical assignments will not be allowed to take the exam.

Excuse exam

- Valid only for midterm exams.
- The excuse must be accepted by the Faculty Board.

Additional Exams

- This is for students who have failed only one compulsory core course.

Single course exam:

- This is for students who are at the graduation stage.

11. Grading System

coefficient	Letter grade	ECTS	Grade range
4.00	AA	A	88 – 100
3.50	BA	B	80 – 87
3.00	BB	B	73 – 79
2.50	CB	C	66 – 72
2.00	CC	C	60 – 65
1.50	DC	D	55 – 59
1.00	DD	E	50 – 54
0.50	FD	FX	40 – 49
0.00	FF	F	39 ve altı

- Students who receive a grade of CC or higher are considered to **have passed the** course.
- In YÖK (Council of Higher Education) common courses, students who receive a grade of DC or DD must have a GPA ≥ 2.00 to be considered to have passed.

12. Graduation Requirements

- Students at the graduation stage must have a general grade point average(GPA) of at least 2.00/4.00.
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13. Relationship Between Theoretical and Practical Courses

- Students who successfully complete the practical part but fail the theoretical course will only take theoretical exams for the **following two semesters**.
 - If they fail again during this period, the course will be repeated both **theoretically and practically**.
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14. Critical Rules

ATTENDANCE

- **70% attendance** in theoretical courses
- **80% attendance** in practical/preclinical/clinical courses
- If absenteeism reaches **30%**, **an NA grade will be given, and the student will not be able to take the final exam.**

MODULE COURSE RULE

- The module **average** must be at least 60/100.
- Failing **even one course** within a module will result in **repeating the entire** module.

ORAL SIMULATION (OS) WARNING

- Students who failed OS I, OS II and OS III courses

 **cannot take clinical courses in the 3rd year.**

ASSIGNMENT AND PRACTICAL APPLICATION RULES

- **At least 80% of assignments** must be submitted on time.
- If incomplete assignments **are not finished before the final exam**, the student will **not be taken** to the exam

THE RELATIONSHIP BETWEEN PRACTICE AND THEORY

- Students who fail the practical part **cannot proceed to the theoretical part.**
- If the student is successful in the practical part but unsuccessful in the theoretical part, they will only take the theoretical part for two semesters.

GRADUTATION RULE

- GPA at least be **2.00 / 4.00**.
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15. Quick Guide for New Students (Summary)

This section is designed to help beginner students quickly review the essential information they will need in their first few weeks at the faculty.

Key Points to Know

- The duration of study is **5 years**, with a maximum duration of **8 years**.
 - **300 ECTS** credits must be completed for graduation.
 - **60 ECTS** credits are taken each year.
 - Attendance is mandatory at **70% for theoretical** courses and **80% for practical/clinical courses**.
 - If absenteeism reaches 30%, a grade of **NA is given, and the student cannot take the final exam**.
 - **Failing a single module course will result in repeating the entire module**.
 - Students who fail Oral Simulation I-II-III cannot participate **in clinical practice in their 3rd year**.
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16. Frequently Used Academic Concepts

ECTS: A credit system that expresses the workload a course places on the student.

Module: A structure where multiple courses are evaluated as a single course.

Preclinic: The training period in which pre-clinical practices are carried out.

Clinic: The practical training process carried out on patients.

Integrated Internship: Clinical internships conducted jointly by multiple departments.

17. Golden Rules for Students

- **Regularly check** your attendance status via UBIS.
 - **Don't leave assignments until the last minute;** incomplete assignments may cost you your final exam rights.
 - Don't underestimate module courses; they are evaluated as a whole, not as individual courses.
 - Pay utmost attention **to ethical rules and patient safety in clinical and preclinical courses**.
 - Stay in contact with your academic advisor.
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18. Special Advice for First-Year Students

- Basic science courses form the foundation of your professional life.
- Mastering terminology early on provides a great advantage in later years.
- Oral simulation courses are key to clinical success.

- Regular review and planned study will make it easier to manage the intense course schedule.
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19. Using of Handbook

This handbook is a fundamental resource you can refer to throughout your education. It may be updated in accordance with regulations and faculty board decisions.

For current announcements and the academic calendar, the faculty's official website and the UBIS system should be regularly checked.

We wish all our students a successful, productive, and healthy academic life.