

REPUBLIC OF TÜRKİYE
ISTANBUL AYDIN UNIVERSITY

DOUBLE MAJOR PROGRAM AND MINOR PROGRAM DIRECTIVE

Purpose

ARTICLE 1 – The purpose of this Directive is to regulate the procedures and principles regarding the implementation of double major and minor programs between associate and undergraduate degree diploma programs within Istanbul Aydın University.

Scope

ARTICLE 2 - This Directive covers the provisions regarding double major and minor programs to be carried out between associate and undergraduate degree diploma programs within Istanbul Aydın University. In matters not covered by this directive, the provisions of the Istanbul Aydın University Associate and Undergraduate Education-Training and Examination Regulations and the decisions of the Istanbul Aydın University Senate shall apply.

Basis

ARTICLE 3 - This Directive has been prepared based on the "Regulation on the Principles of Transfer Between Associate and Undergraduate Degree Programs in Higher Education Institutions, Double Major, Minor, and Inter-Institutional Credit Transfer" published in the Official Gazette dated 24.04.2010 and numbered 27561, and the "Istanbul Aydın University Associate and Undergraduate Education-Training and Examination Regulations" published in the Official Gazette dated 10.11.2014 and numbered 29171.

Definitions

ARTICLE 4 - In this Regulation;

- a) University: Refers to Istanbul Aydın University,
- b) Administrative Board: Refers to the Istanbul Aydın University Administrative Board,
- c) Senate: Refers to the Istanbul Aydın University Senate,
- d) Faculty/School/Vocational School: Refers to the faculties, schools, and vocational schools providing undergraduate and associate degree education at Istanbul Aydın University,
- e) Faculty/School/Vocational School Board: Refers to the boards of the faculties, schools, and vocational schools providing undergraduate and associate degree education at Istanbul Aydın University,
- f) Cumulative Grade Point Average (CGPA): Refers to the weighted grade point average according to the ECTS credits of all courses taken by the student, excluding the preparatory class,
- g) Double Major Program: Refers to the program that enables students who meet the conditions to take courses from a second undergraduate or associate degree program and receive two separate diplomas,
- h) Minor Program: Refers to the certificate-oriented education-training program that enables a student who is successfully carrying out their undergraduate education and meets other conditions to simultaneously study to gain knowledge in a second undergraduate program.

Opening a Double Major Program

ARTICLE 5 - A double major program may be opened between IAU associate degree diploma programs and other associate degree programs, and between undergraduate programs and other undergraduate programs or associate degree programs, with the approval of the Senate upon the proposal of the relevant departments and faculty/school/vocational school boards.

Units whose request to open a double major program is deemed appropriate by the Senate determine the number of students to be admitted at the end of each academic year at the latest and submit it to the decision of the relevant boards.

The double major programs decided to be opened, along with the number of students to be admitted, are announced at the beginning of each academic year by the relevant faculty/school/vocational school.

Excluding law, medicine, and health programs as well as engineering programs, the quotas for programs where a double major will be pursued are determined by university senates to be not less than 20% of the program's quota.

Application and Admission Conditions to the Program

ARTICLE 6 - Students who want to register for the double major program apply to the department where they want to pursue a double major with a formal petition, transcript, ÖSYS score printout, and a document showing that they are within the top 20% in the success ranking (to be obtained from the Student Affairs Department). Students registered in programs where the language of instruction is Turkish and who wish to apply to a double major program where the language of instruction is a foreign language must submit exam result documents showing that they have obtained a sufficient score from national or international exams administered by our University's School of Foreign Languages or whose validity is accepted by our University, during the application.

The student must have successfully completed all courses taken in their primary major up to the semester they apply.

A student cannot register for more than one double major program at the same time.

A student may apply to the double major diploma program at the earliest at the beginning of the third semester and at the latest at the beginning of the fifth semester in four-year primary major undergraduate diploma programs, and at the earliest at the beginning of the second semester and at the latest at the beginning of the third semester in primary major associate degree diploma programs.

At the time of application, the student's cumulative grade point average in the primary major diploma program must be at least 3.00 on a four-point scale, and they must be in the top 20% of the relevant class of the primary major diploma program in terms of success ranking. Students who are not in the top 20% of the relevant class of the primary major diploma program in terms of success ranking but have a cumulative grade point average of 3.00 and above, and who have the same type of score not less than the base score of the program to be double-majored in the relevant year, may also apply to the double major program. In order to pursue a double major in engineering and architecture faculties, the success ranking condition determined starting from the year it is published in the ÖSYS guide is required.

A double major cannot be pursued in the Faculty of Law, Faculty of Medicine, Faculty of Dentistry, and teaching programs.

In the admission of students for a double major in programs that admit students with a special aptitude test, the condition of being successful in the special aptitude test is also required.

The admission of students to the double major diploma program is carried out with the approval of the faculty/school/vocational school administrative board upon the proposal of the relevant department where the program is executed.

A student admitted to the double major is given the student number assigned to the students of the relevant department, and their identity information is registered in the system.

Students registered in programs where the language of instruction is Turkish and who wish to apply for a double major in a minor program where the language of instruction is a foreign language must submit exam result documents showing that they have obtained a sufficient score from national or international exams administered by our University's School of Foreign Languages or whose validity is accepted by Istanbul Aydın University, during the application. Students registered in departments where the language of instruction is a foreign language are required to bring a language certificate from the Turkish Teaching Center in order to pursue a double major in departments where the language of instruction is Turkish, excluding students whose native language is Turkish.

Students who register for the double major program pay the fee determined by the Chairman of the Board of Trustees for the double major.

Execution of the Double Major Program

ARTICLE 7 - A student whose application to the double major program is accepted must take at least 60 ECTS credits from undergraduate programs and at least 30 ECTS credits from associate degree programs from the relevant double major program, excluding the equivalent courses counted towards both programs (if the distinct courses are less than 60 ECTS in undergraduate programs and less than 30 ECTS in associate degree programs, different elective courses can be given). To graduate from the double major program, the total credits of the courses taken, together with the courses considered equivalent from the primary major, cannot be less than 240 ECTS in undergraduate programs and 120 ECTS in associate degree programs.

A student registered in a double major program can take a total of 42 ECTS courses in a semester, with a priority of 30 ECTS for primary major courses. Students who have completed their primary major courses can take a maximum of 36 ECTS courses in each academic semester within the scope of the course registration procedures and principles in the Istanbul Aydın University Associate and Undergraduate Education-Training and Examination Regulations.

Equivalent courses taken before starting the double major program and to be counted towards the double major become finalized by the decision of the relevant faculty/school/vocational school administrative board during the student's admission to the program. Double major students are required to take the equivalent courses found in both the primary major program curriculum and the double major program curriculum from the primary major program. Equivalent courses taken from the primary major program and included in the curricula of both programs are transferred to the student's double major program transcript with their grades at the end of the semester they are taken and passed. Courses whose grades are transferred to the double major program transcript are included in the student's double major graduation credits and are added to the CGPA.

Following the approval of the relevant boards, an advisor from the department where the student will receive double major education is assigned to the student.

The courses that students registered in double major programs can take each semester are determined by the proposal of the academic advisor and the approval of the department head, provided that they do not conflict with the courses taken in the primary major program.

Throughout the entire double major education period, the student's cumulative grade point average in the primary major program may drop below 2.50 only once. In the following semesters, they must raise their Cumulative Grade Point Average to 2.50 or above. If the Cumulative Grade Point Average drops below 2.50 for the second time, the student's registration from the double major program is cancelled.

The student's status in the double major program does not affect their graduation from the primary major program. A student who earns the right to graduate from an undergraduate or associate degree program can receive their primary major undergraduate diploma even if they do not complete the double major program.

How the courses taken by students who are dismissed from or voluntarily leave the double major program will be evaluated is determined by the Senate. The courses in which the student is successful in the double major program but are not accepted in the primary major program are included in the transcript and diploma supplement without being included in the cumulative grade point average.

A student who is considered on leave from the primary major program for a reason other than academic reasons is also considered on leave from the double major program. However, for students who graduate from the primary major program and continue the double major program, and are registered in a graduate program, both programs are evaluated independently of each other in their leave procedures.

When a double major student wants to transfer to the undergraduate or associate degree program they are studying in, they must also meet the conditions in the provisions of the "Regulation on the Principles of Transfer Between Associate and Undergraduate Degree Programs in Higher Education Institutions, Double Major, Minor, and Inter-Institutional Credit Transfer". Without meeting these conditions, they cannot transfer to the double major second undergraduate or associate degree program.

Graduation Conditions

ARTICLE 8 - The diploma of the double major program cannot be given to a student who has not earned the right to graduate from the primary major undergraduate or associate degree program. However, a student who graduates from the primary major program is entitled to receive the double major diploma if they meet the graduation requirements of the double major program.

The duration of study for students who earn the right to graduate from the primary major diploma program but cannot finish the double major diploma program is the maximum period specified in paragraph (c) of Article 44 of Law No. 2547, starting from the academic year they registered for the double major program.

Leaving the Program

ARTICLE 9 - A double major program student can voluntarily leave the program during any semester of the education process. A student who unregisters from the double major program cannot re-register for the double major program.

A student who leaves the double major program is not obliged to repeat the courses they failed.

A student who does not take courses from the double major program for two consecutive semesters will have their registration cancelled from the second major diploma program.

Opening a Minor Program

ARTICLE 10 - The minor program is opened with the opinion of the department boards, the proposal of the faculty/school administrative boards, and the approval of the senate.

Relevant units that want to open a minor program determine the number of students at the end of each academic year at the latest and submit them to the relevant faculty/school administrative boards. Minor programs decided to be opened are announced along with the number of students at the beginning of each academic year.

Application and Admission Conditions to the Program

ARTICLE 11 – A student who wishes to register for a minor program applies to the department where they wish to pursue a minor with a Minor Form Petition and its attachments (transcript, student certificate).

The student must have successfully completed all courses taken in the undergraduate program up to the semester they apply.

The student can apply to the minor undergraduate program at the earliest at the beginning of the third semester and at the latest at the beginning of the sixth semester of the primary major undergraduate program.

At the time of application, the student's cumulative grade point average in the primary major program must be at least 2.50.

Applications become finalized with the approval of the relevant department executing the program and the relevant faculty/school administrative board.

The courses that students registered in minor programs can take each semester are determined by the proposal of the academic advisor and the approval of the department head, provided that they do not conflict with the courses taken in the primary major program.

Students registered in programs where the language of instruction is Turkish and who wish to apply to a minor program where the language of instruction is a foreign language must submit exam result documents showing that they have obtained a sufficient score from national or international exams administered by the Istanbul Aydın University School of Foreign Languages or whose validity is accepted by Istanbul Aydın University, during the application. Students registered in departments where the language of instruction is a foreign language are required to bring a language certificate from the Turkish Teaching Center in order to pursue a minor in departments where the language of instruction is Turkish, excluding students whose native language is Turkish.

A student admitted to a minor is given the student number assigned to the students of the relevant department, and their identity information is registered in the system.

Students who register for the minor program pay the fee determined by the Chairman of the Board of Trustees for the minor.

Execution of the Minor Program

ARTICLE 12 –A student registered in a minor program may take a total of 42 ECTS courses or one course regardless of ECTS in a semester as long as they continue their primary major education. Students who have completed their primary major courses can take a maximum of 36 ECTS courses in each academic semester within the scope of the course registration procedures and principles in the Istanbul Aydın University Associate and Undergraduate Education-Training and Examination Regulations.

In order to continue the minor program, the student's grade point average in the primary major program must be at least 2.00 on a four-point scale. The registration of a student who cannot meet this condition is

cancelled from the minor program. The courses in which the student is successful and are not counted towards the primary major program are included in the transcript and diploma supplement without being included in the cumulative grade point average.

A student registered in a minor program can take a total of 42 ECTS credits of courses in a semester, with priority given to primary major courses being 30 ECTS credits. The sum of the ECTS credits of the Primary Major courses and the ECTS credits of the minor courses taken in a semester cannot exceed 42 ECTS credits.

The student's status in the minor program does not affect their graduation in the primary major program.

Finishing the Program

ARTICLE 13 –In order for a student to finish the minor program, their cumulative grade point average must be at least 2.00 on a four-point scale.

Those who complete minor programs are given a minor certificate in the field they studied. This document does not replace a diploma.

A separate transcript is issued for the student who successfully completes the minor program.

A minor program certificate is not given to a student who has not earned the right to graduate from the primary major program.

Students who earn the right to graduate from the primary major program but cannot finish the minor program are granted a maximum of two semesters of additional time by the decision of the relevant administrative board.

Leaving the Program

ARTICLE 14 – A minor student may voluntarily leave the program during any semester of the education process. A student who unregisters from the minor program cannot re-register for the same minor program.

A student who does not take courses from the minor program for two consecutive semesters will have their registration cancelled from this program.

Matters not covered in the Directive

ARTICLE 15 –In cases where there is no provision in this directive; the provisions of other relevant legislation and the IAU Associate and Undergraduate Education-Training and Examination Regulations, and the decisions of the Senate and relevant boards shall apply.

Effectivity

ARTICLE 16 – This Directive enters into force after it is accepted by the Istanbul Aydın University Senate.

Execution

ARTICLE 17 – The Rector of Istanbul Aydın University executes the provisions of this directive.

