

## **D- LATERAL TRANSFER IN SPECIAL CASES**

According to the Additional Article-2 added to the Regulation regarding the Transfer, Double Major, Minor and Inter-institutional Credit Transfer among the Associate Degree and Undergraduate Degree Programs in the Higher Education Institutions that took force by being published on the Official Journal dated 21 September 2013 and numbered 28772 and the decision taken at the Higher Education Execution Board meeting dated 9 October 2013, the criteria to be applied in the lateral transfers have been arranged as follows.

- 1) The Turkish citizen who started the education at the undergraduate level in Syria and Egypt before the education year of 2013-2014, the citizens of these countries and the foreign nationality students in these countries can make lateral transfer applications.
- 2) In case all required documents required for the lateral transfer are not possessed, the lateral transfer application can be made to the 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> degree.
- 3) On the condition of not exceeding 10% of ÖSYS quota of the department in the relevant year, the applications are taken into evaluation.
- 4) The lateral transfer applications are made among the diploma programs which are recognized by the Higher Education Council and whose equivalence is accepted by our Institute.
- 5) It is required that the candidates making lateral transfer application should get at least 600 points from the Mathematics part of the SAT examination or score of 70 or more from the Istanbul University Examination for Foreign or Overseas Students (İÜYÖS).
- 6) It is compulsory that the candidates making applications must have cumulative grade point average of at least 2.50/4.00 or 70/100. The departments adopting different evaluation criteria in addition to these criteria determined these criteria with the Faculty Management Board Decision. The determined criteria are announced.
- 7) The candidate must have the transcript that shows all courses that the candidate takes at the higher education institution in which s/he gets education and the grades that s/he takes from these courses and the approved course contents (Turkish or English translation) that s/he takes from the higher education institution in which s/he gets education.
- 8) The durations that they pass at the previous programs are also added to the calculation of the education durations of the students making transfer.

9) The evaluation of the applications and the placement of the students are realized by the related faculties.

10) As the education language of IzTech is English, applicants should have enough command of English to follow the courses. Applicants should be successful in English Proficiency Exam conducted by the Directorate of IzTech School of Foreign Languages or should prove that they have at least one of the prep class exemption conditions stated in the Regulations of Directorate of IzTech School of Foreign Languages. The applications of the students who do not meet the conditions of being exempted from the English Preparation School are not taken into evaluation.

11) The courses that the students whose lateral transfer applications are accepted have taken at the higher education institutions that they were previously enrolled can be transferred to their new programs in the direction of the proposal of the Department Presidency and the decision of the related Management Board. These courses are not included to the calculation of the term and general grade averages of the students, however the exemption transaction is realized for the related courses.

12) The applications of the students making application with the deficient document are not taken into evaluation.