

İZMİR INSTITUTE OF TECHNOLOGY

UNDERGRADUATE STUDENTS COURSE EQUIVALENCE AND ADAPTATION DIRECTIVE

FIRST PART

(Aim, Scope, Basis, Definitions)

Aim

ARTICLE 1 – (1) The aim of this Directive is to determine the equivalence and adjustment principles of the courses that İzmir Institute of Technology undergraduate program students have taken from a higher education institution before and succeeded.

Scope

ARTICLE 2–(1) This Directive covers students who have graduated from higher education institutions in the country before or who have made exmatriculation before graduating, or it covers students who have been placed in our Institute through lateral transfer.

Basis

ARTICLE 3–(1) This Directive has been prepared on the basis of Article 14 of the Law No. 2547.

Definitions

ARTICLE 4 – (1) In this Directive;

- a) Course Equivalence refers to the process of accepting the equivalence of the course/courses taken from the previous higher education institution with the course/courses in the education plan of the relevant department at İYTE.
- b) Institute/İYTE states to İzmir Institute of Technology.
- c) Adaptation expresses to the process of determining the semester that students will continue in the program by counting the courses that are accepted as equivalent.
- ç) Adaptation Committee refers to the commission where the course equivalence is examined and the adjustment procedures are made by the relevant department chair.
- d) Senate Represents the Izmir Institute of Technology Senate.
- e) Board of Directors means the Board of Directors of İzmir Institute of Technology.

SECOND PART

(Application, Course Equivalence and Adjustment Procedures, Duties of the Adjustment Committee, Notification of the Adaptation Result, Objection)

Application

ARTICLE 5– (1) Students apply for course equivalence and adjustment procedures to the department where they are registered, together with the petition and other required documents (transcript, course content, etc.) on the course selection date of the first semester they start the program.

Course Equivalence and Adjustment Procedures

ARTICLE 6 – (1) Provided that the course taken in the previous program of the student is taken in English, the courses to be replaced at İZTECH with the credit and/or ECTS are considered equivalent if the content compatibility and learning outcomes are sufficient.

(2) Course equivalence is made according to the last active education plan of the relevant department at İZTECH.

(3) In order to make adjustments to equivalent courses,

- (a) The credit of the course taken by the student in the previous program should be at least as much as the credit of the course that will be counted towards its place in IZTECH,
- (b) The course taken by the student in the previous program must be graded as Successful.

(4) In case of counting equivalent courses;

- (a) Course code, name and course information in the higher education institution where the course is taken for ECTS credits,
- (b) For the credit, the credit information of the course counted in IZTECH is used instead.

(5) The conversion tables determined by the Higher Education Executive Board are used in converting the success grades obtained according to the hundredth system into letter grades.

(6) Adaptations can be made up to the 5th semester. Adaptation of students whose lateral transfer applications are accepted with a central placement score (Additional Article-1) can be made until the 8th semester.

(7) The adjusted courses are processed by the Registrar's Office in the pre-education period opened in the year the student started the program.

Duties of the Adjustment Committee

ARTICLE 7 –(1) To determine the course equivalence of the students and to make their adjustments according to the counting status of the courses.

(2) .To make adjustments to a single letter grade and a single ECTS credit if two courses taken are considered equivalent to a single course at our Institute,

(3) To determine the letter grade equivalents of the courses taken from higher education institutions whose grading system is different from IZTECH.

(4) To indicate the courses whose equivalence is accepted and counted in the orientation form.

Notification of the Adaptation Result

ARTICLE 8 –(1) Adaptation forms prepared by the Adaptation Commission are reported to the Registrar's Office with the decision of the relevant faculty board of directors.

(2) Adaptation forms, which are finalized with the decision of the faculty administrative board, are notified to the student by the relevant department.

Objection

ARTICLE 9 –(1) The student can object to the adjustment result to the department where he/she is registered within seven working days from the date the result is notified to him/her.

THIRD PART

(Non-Provisions, Enforcement, Executive)

Non-Provisions

ARTICLE 10– (1) The decisions of the Senate or the Board of Directors are applied on matters not included in this Directive.

Enforcement

ARTICLE 11– (1) This directive was accepted and entered into force at the Senate's meeting No 22/2 dated 06.06.2023.

Executive

ARTICLE 12–(1) The provisions of this directive are executed by the Rector of İzmir Institute of Technology.