

IZMIR INSTITUTE OF TECHNOLOGY
UNDERGRADUATE PROGRAMS
UNDERGRADUATE TRANSITION DIRECTIVE WITH CENTRAL
PLACEMENT POINTS

FIRST PART
Aim, Scope, Basis and Definitions

Aim

ARTICLE 1 – (1) The aim of this Directive is to regulate the Central Placement Score (Additional Article-1) and the Principles of Undergraduate Transfer to the undergraduate programs of İzmir Institute of Technology.

Scope

ARTICLE 2 – (1) This Directive covers the provisions regarding undergraduate transfers to İzmir Institute of Technology undergraduate programs based on the central placement score.

Basis

ARTICLE 3 – (1) This Directive has been prepared based on the 14th article of the Higher Education Law No. 2547, the Regulation on the Principles of Undergraduate Transfer between Associate Degree and Undergraduate Degree Programs in Higher Education Institutions, Double Major, Minor, and Inter-Institutional Credit Transfers, and the decisions of the Higher Education Council.

Definitions

ARTICLE 4 – (1) In this Directive;

DGS refers to the Vertical Transfer Exam

Institute / IZTECH expresses İzmir Institute of Technology.

Central Placement Score refers to the student's ÖSYS/YKS/DGS result

ÖİDB states IZTECH Registrar's Office

ÖSYS stands for Student Selection and Placement System.

Undergraduate Transfer Commission refers to the commission determined by the relevant department chair, in which the applications for lateral transfer are evaluated.

YKS means Higher Education Institutions Exam.

SECOND PART
Quota, Application Conditions, Other Provisions, Application Process
and English Proficiency

Quota

ARTICLE 5 – (1) A quota for the fall semester is determined as 30% of the student quota stipulated in the YKS and DGS Guidelines in the academic year in which the application is made, for each class of the diploma programs in our Institute, including the preparatory class, separately for students placed with ÖSYS/YKS and DGS.

(2) The determined quota cannot exceed 90 on a class basis.

(3) No quota is determined for the spring semester.

Application Conditions

ARTICLE 6 – (1) The applicant's central placement score in the year he/she registered must be equal to or higher than the base score of the program he/she wants to transfer to at our Institute.

(2) In the ÖSYS/YKS Higher Education Programs and Quotas Guide of the candidate;

a) With central placement in higher education institutions in our country, TRNC or abroad,

b) It is necessary to have registered and placed in higher education institutions in our country or in the TRNC according to the ÖSYS/YKS score and the result of the Special Talent Exam.

(3) Undergraduate Transfer applications can be made for only one program.

(4) Applications are made to the ÖİDB between 1-15 August for the fall semester.

(5) Preparatory, 1st, 2nd, 3rd and 4th year students can apply.

Other Provisions

ARTICLE 7 – (1) In the year in which the candidate is registered, if a student is not accepted to the program he/she wishes to apply for at our Institute (no base score has been formed), the candidate cannot apply.

(2) A new student who has been registered with ÖSYS/YKS or DGS cannot apply in the year he/she registered.

- (3) The student who registered with DGS can only apply to the programs that the student can choose with the associate degree field in the DGS guide in the year of registration.
- (4) A student who has completed the maximum period of study in the preparatory class and is still registered can apply if he or she meets the application requirements. If this candidate meets one of the conditions for exemption from the IZTECH School of Foreign Languages preparatory class, his application will be evaluated.
- (5) If the candidate who wishes to switch from the Turkish program as the language of instruction to the program with the same name while he is in the second or higher grade, meets one of the conditions for exemption from the preparatory class of the IZTECH School of Foreign Languages, his application will be evaluated.

Application Process

ARTICLE 8 – (1) The application process is carried out by the ÖİDB.

- (2) Announcement regarding the application is published on the ÖİDB website.
- (3) The accuracy of the candidates' ÖSYS/YKS results is checked via YÖKSİS.
- (4) It is checked whether the candidates meet the application conditions.
- (5) Candidates who do not arrive on time, whose documents are incomplete and/or who do not meet the application conditions are notified in writing.
- (6) The tables and application files containing the application information of the candidates who meet the application conditions are sent to the faculties for evaluation.

English Proficiency

ARTICLE 9 – (1) Since the language of instruction at IZTECH is English, candidates must meet one of the conditions for exemption from the IZTECH School of Foreign Languages Directorate Basic English Preparatory Class.

- (2) Candidates who cannot meet the requirement to be exempt from the Basic English Preparatory Class;
 - a) Those who have never taken preparatory education before will be able to receive two years of English preparatory education.
 - b) Those who have taken one year of preparatory education before will be able to receive one year of English preparatory education.

THIRD PART

Evaluation and Adjustment Procedures

Evaluation and Adjustment Procedures

ARTICLE 10 – (1) The undergraduate transfer commission carries out evaluation and adjustment procedures.

- (2) In evaluating applications, only the ÖSYS/YKS or DGS score in the year the student is enrolled in the program he/she is enrolled in is considered. condition is not required.
- (3) The undergraduate transfer score of the candidates is calculated based on the formula below.

Undergraduate transfer pass score = x/y

x: Relevant central placement score in the year the candidate was registered

y: The base score of the program to which the candidate wishes to transfer in the year the candidate is placed.

- (4) Candidates are listed on the basis of the program, according to the classes in which they were adjusted.
- (5) The number of candidates listed on a class basis, determined for that class;
 - a) If the quota is equal or less, all candidates are placed.
 - b) If the quota is more than the quota, candidates are placed as many as the quota, starting with the candidate with the highest transfer score.
- (6) Course equivalence and adjustment procedures of the placed candidates are carried out in accordance with the provisions of the IZTECH Undergraduate Students Course Equivalence and Adaptation Directive.
- (7) The placed candidates and the adaptation forms of these candidates are sent to the ÖİDB with the decision of the faculty administrative board.
- (8) Evaluations are completed by the 10th of September.

FOURTH PART

Miscellaneous and Final Provisions

Announcement of Results

ARTICLE 11 – (1) Undergraduate Transfer application results and registration announcements are published on the website of the Registrar's Office. Candidates are not notified separately.

School Enrolment

ARTICLE 12 – (1) The registration of the candidates is made by the Registrar's office until the 15th of September.

Maximum Time

ARTICLE 13 – (1) The maximum education period of the student who transfers to the program of the same name is calculated by subtracting the time spent in the previous program from the maximum education period of the program.

(2) The maximum education period of the student who transfers to a different program is calculated by subtracting the semester in which the student is adjusted from the maximum education period of the program.

Waiving the Right of Undergraduate Transfer

ARTICLE 14 – (1) Undergraduate Transfer procedures for students who registered in the relevant year but waive their right to transfer by applying to the Registrar's Office before the start of the fall semester courses are cancelled.

The Right of Undergraduate Transfer and the Right of Return

ARTICLE 15 – (1) Candidates can only transfer once (within the scope of Additional Article-1) using their central placement scores.

(2) Undergraduate Transfer students have the right to return to their previous higher education institution on the later application date.

Force

ARTICLE 16 – (1) This Directive enters into force on the date of its adoption by the Institute Senate.

Executive

ARTICLE 17 – (1) The provisions of this Directive are executed by the Rector of İzmir Institute of Technology.