

**IZTECH UNDERGRADUATE PROGRAM STUDENTS  
IMPLEMENTATION PRINCIPLES REGARDING PROCEDURES AT THE END OF  
THE MAXIMUM STUDY PERIOD**

**Maximum Study Period**

**ARTICLE 1-** (1) The normal duration of the Basic English Preparatory Class is one academic year, and the maximum study period is two academic years. The normal duration of undergraduate education is four academic years (eight semesters), and the maximum study period is seven academic years (fourteen semesters).

(2) The maximum study periods of students enrolled in the Institute's programs start as of the Fall Semester of the 2014-2015 Academic Year.

(3) The semesters during which students are not registered are counted toward the total study period. Semesters for which students are granted a leave of absence are not counted.

(4) Students who have reached the maximum study period and are granted a semester right shall pay the tuition fee/contribution fee for the semester in which they are registered.

(5) No fee shall be charged for the two additional exams granted at the end of the maximum study period. However, students who have only one remaining course and will exercise their unlimited exam right shall be required to pay the corresponding fee.

**Additional Period and Exams**

**ARTICLE 2-**

(1) At the end of the maximum study period, the following provisions apply to senior students:

a) Two additional exam rights are granted for each course that the student has never taken and/or has received a grade of FF, FD, NA, or U (excluding courses with practical/laboratory components). These exams are held on the dates announced in the academic calendar.

b) Students who wish to benefit from the additional exam rights at the end of the maximum study period must apply with a petition to their respective academic units on the dates announced in the academic calendar, following the semester in which their maximum study period expires.

c) For courses with practical/laboratory components, the relevant department chair determines the duration granted. The duration given cannot exceed the end date of the semester immediately following the expiration of the maximum study period.

ç) The grades for courses with practical/laboratory components must be submitted to the Registrar's Office (Student Affairs Directorate) no later than the final exam grade submission deadline of the relevant semester.

d) Students who have five or fewer remaining courses without using the additional exam or extension rights are granted four additional semesters and the right to register during this period.

e) Students who, at the end of the granted additional exams and/or periods, reduce the total number of failed courses to five or fewer are granted an additional three semesters and the right to register during this period.

f) Students who, after using the additional exams or periods, or without taking the additional exams, have only one remaining course are granted the right to take unlimited exams for that course without student status. However, if the remaining course is a practical/laboratory course or a course not previously taken, the student is granted attendance rights and is required to attend the course.

g) Students who are granted the right to use an additional period are not required to attend classes for courses other than practical/laboratory courses or those not previously taken.

ğ) The grade obtained in the additional exam is evaluated independently, constitutes 100% of the course's final grade, and is converted into a letter grade.

(2) Students who have successfully completed all required courses for graduation but have a cumulative grade point average (CGPA) below 2.00 are granted unlimited exam rights for the courses they choose (excluding those determined by the Faculty Administrative Board) in order to improve their grade point average.

### **Dismissal from Enrollment**

**ARTICLE 3 – (1)** At the end of the maximum study period, the enrollment of students meeting any of the following conditions shall be terminated by the decision of the Faculty Administrative Board:

a) Students who are in intermediate classes (not in their final year),

b) Students who, after using the additional exams and/or periods, still have six or more remaining courses required for graduation,

c) Students who have been granted the unlimited exam right but fail to attend the scheduled exams for a total of three academic years, whether consecutively or intermittently,

ç) Students who do not attend the additional exams held on the dates announced in the academic calendar at the end of the maximum study period.

### **Implementation**

**ARTICLE 4 – (1)** Students who wish to benefit from the additional exam rights at the end of the maximum study period must apply with a petition to their respective academic units on the dates announced in the academic calendar, following the semester in which their maximum study period expires.

(2) Students who wish to exercise their unlimited exam right must submit a written application to the department secretary of their registered department by the end of the course add/drop period of the relevant semester, after obtaining approval from the course instructor.

**Enforcement:**

**ARTICLE 5** – These implementation principles shall enter into force as of October 21, 2025, the date on which they were approved by the Senate of İzmir Institute of Technology.

Procedures Regarding the Maximum Study Period for Undergraduate Students at IZTECH			
Senate Decision Approving the Implementation Principles			
Date		Decision No	
21.10.2025		32/3	
Amendments to the Implementation Principles Regarding the Maximum Study Period for Undergraduate Students at IZTECH			
No	Date	Senate Decision	Description of Amendments