

# İZMİR INSTITUTE OF TECHNOLOGY REGULATION ON MINOR PROGRAM

## Objective

**Article 1.** The objective of the minor program is to ensure that the students who successfully continue their undergraduate programs of their own departments get information on another branch that they are interested in.

## Opening of the minor program

**Article 2.** The opening of the minor program is finalized with the approval of the Senate of the İzmir Institute of Technology upon the proposal of the related department and faculty board. For the students registered to the minor program to complete this program, they are required to take courses of at least 12 credits given by the department opening the minor program and taking place in the minor program other than the courses taken commonly for both programs and/or counted on both programs.

## Minor Program

**Article 3.a)** The success situation of the student in his/her own undergraduate program can in no way be affected due to the minor program. The transcript is issued for the minor program. The courses which are counted on two programs are also shown in both transcripts.

b) A coordinator is assigned for the minor program by the head of department for assisting to the students in determining the minor programs and ensuring the smooth realization of the minor program as appropriate to its objective. The coordinator of the minor program realizes his/her duties in contact with the advisors of the students in their own undergraduate program.

c) A student can be registered to at most one minor program during undergraduate education.

d) The students who are accepted to the minor program are subject to the IzTech Regulation on Undergraduate Education and IzTech Regulation on Registration-Admission Affairs.

e) New conditions can be included with the decision of the Senate to the ones mentioned regarding the minor programs, and the foreseen minimum success graded can be raised.

## Application and Admission Conditions to the Minor program

**Article 4.a)** The quotas of the minor programs are determined by the department deciding to open the related program and announced by the head of department at least two weeks before the registration renewal date.

b) The student can apply to the announced minor program at earliest at the starting of the 3rd semester of his/her own undergraduate program and at latest at the starting of the 6th semester of his/her own undergraduate program.

c) For the student to apply to the minor program;

1-S/he is required to complete all credit courses with success till the semester in which s/he makes application. (The students having the grade of W should succeed in that course till the semester in which they make application.)

2-During the application, the Cumulative Grade Point Average of the student is required to be at least 2.50.

d) The applications are made to the Registrar's Office with the petition and transcript at the dates mentioned in the academic calendar. The students whose applications are accepted with the decision of the faculty administrative board are notified to the Registrar's Office during the period of adding/dropping courses.

### **Conditions of being considered on leave**

**Article 5.a)** In case a student registered to the minor program is considered on leave in the major program that s/he follows, s/he is also considered on leave in the minor program.

b) Students may be granted a leave of absence for the semester by recommendation of the department offering the minor program and approval of the concerned Faculty Administrative Board in cases where they cannot take courses due to academic reasons such as the course not being offered in the minor program or overlapping courses.

### **Success and Minor Certificate**

**Success and Minor Certificate Article 6.a)** The minor certificate is given to the student obtaining the right of graduation from his/her own department and completing the minor program with the cumulative grade point average of at least 2.00. This certificate is not regarded as diploma. At most one semester is given as additional duration to the students who has the right of graduation from the major program cannot complete the minor program. This duration can be extended with the decision of the related Faculty Administrative Board for at most two semesters.

b) The success situation of the student in the minor program does not affect his/her graduation in the major program.

c) The student can leave the minor program at his/her own request. The student who leaves the minor program cannot make registration to the same minor program.

d) For the student to continue to the minor program, his/her cumulative grade point average is required to be at least 2.00. The student who cannot satisfy this condition is dropped out from the minor program.

e) The student who does not take courses from the minor program successively for two semesters is dropped out from the minor program.

f) A student whose registration is terminated from the major program due to an interdepartmental transfer shall also have their registration terminated from the minor program.

g) The courses in which the students who are dropped from the minor program with the decision of the faculty administrative board or who cancels their registrations at their own request succeed in the minor program but which are not accepted in the major program take place in the transcript and diploma annex without being included to the cumulative grade point average.

h) The students who graduate from the major diploma program and continue to the minor program continue to pay the tuition fee belonging to the department in which they are doing minor during this period and considering the date at which they made their registrations to the major program.

In case they register to a master's program, they also pay the tuition fee for the postgraduate( masters) students. Regarding making decisions about these students, the faculty administrative board offering the minor program that the student follows is authorized.

### **Enforcement**

**ARTICLE 7.**This Directive was accepted by the Senate of the İzmir Institute of Technology on the date of 12.08.2014.

### **Execution**

**ARTICLE 8.** Provisions of this Regulation shall be executed by IzTech Chancellor.

The Directive was approved by the decision of the IZTECH Senate dated 12 August 2014 and numbered 16.		
<b>No</b>	<b>Senate Decision</b>	<b>Amendments Made to the Directive</b>
1-	14.04.2026-9/2	Paragraph (f) of Article 6 has been amended.