

BURSA ULUDAĞ UNIVERSITY
GRADUATE EDUCATION AND TRAINING REGULATION
IMPLEMENTATION PRINCIPLES

CHAPTER ONE

Purpose and Scope

ARTICLE 1 – (1) These Implementation Principles cover the general and special conditions regarding the application, admission and registration for the graduate education programs carried out in the institutes of Bursa Uludağ University, the principles specified in the "Higher Education Board Graduate Education and Training Regulation" and "Bursa Uludağ University Graduate Education and Training Regulation."

Baseline

ARTICLE 2 – (1) These principles have been prepared based on Bursa Uludağ University Graduate Education Regulation.

Definitions

ARTICLE 3 – (1) refers to the following aspects mentioned in these Principles;

- a) Academic calendar: The period of education determined by the Senate and announced by the institutes, including the academic term, summer term, qualification, and similar dates in graduate education,
- b) ECTS: The credit used in the European Credit Transfer System, which enables the transfer of the course credits and grades that students have successfully received in Turkey and abroad, from one higher education institution to another,
- c) ALES: Academic Personnel and Graduate Education Entrance Examination or other examinations whose equivalence has been accepted by the Interuniversity Board,
- d) Interdisciplinary institute department/department of art: The department of the interdisciplinary institute, which is established under an institute, has a different name from the faculty, department or institute department and does not have undergraduate education,
- e) Interdisciplinary Institute Department/Main Art Branch Academic Board: A board consisting of academic members who actually teach and supervise thesis in interdisciplinary institute department/major art programs along with permanent faculty members in the institute department/article branches with permanent faculty members,
- f) Head of interdisciplinary institute department/art branch: By taking the opinions of

the relevant deans; the faculty member appointed by the Director of the Institute and responsible for the functioning and coordination of the institute's department/main art programs,

- g)** Graduate School Department/Main Art Branch: The Department of Graduate School, which has a program in the institute, consists of faculty members whose staff/title and/or contribution to the institute department is approved by HEC and are responsible to the institute for the execution of the program,
- h)** Institute department/main artboard: The institute's department/main art board, which consists of faculty members who have a program in the institute, whose staff/title and/or contribution to the institute's department is approved by HEC, and which is responsible to the institute for the execution of the program.
- i)** Science/art branch: The unit that carries out education and training, research, and practice within the institute's department,
- j)** Integrated doctorate/proficiency in arts program: A doctorate/proficiency in arts program based on a bachelor's degree,
- k)** Outsourced Project: Projects accepted by the relevant Institute Board of Directors,
- l)** DOI (Digital Object Identifier): Digital Object Identifier number,
- m)** Term project: The presentation of a scientific subject researched and/or studied during the non-thesis master's education in the form of a scientific research report,
- n)** DUS: DUS: Dentistry Specialization Education Entrance Examination,
- o)** Institute: Institutes that provide graduate education and training under Bursa Uludağ University,
- p)** Institute board: Under the chairmanship of the director, the board consists of the deputy directors and the heads of the institute's departments and branches of main art,
- n)** Institute board of directors: Under the chairmanship of the director, a board consisting of vice principals and three faculty members elected by the institute board for three years,
- o)** Evening postgraduate education program: Curriculum conducted outside working hours,
- p)** Postgraduate distance education program: A postgraduate education program supported by information technologies using the internet,
- q)** Student Automation: Bursa Uludağ University Student Affairs Automation,
- r)** ÖSYM: Assessment, Selection and Placement Centre,
- s)** ÖYP: Instructor Training Program,
- ş)** Program: Thesis/non-thesis master's, doctorate/proficiency in arts education and training carried out in the institute's departments/main art branches
- t)** Rector: Bursa Uludağ University Rector,

- u) Senate: Bursa Uludağ University Senate,
- ii) Seminar Course: A course that measures the ability of master's and doctoral students to explain and discuss a current study in the field that will contribute to the education and training process in front of the community,
- v) Thesis: A scientific study prepared for master's, doctoral thesis and proficiency in art education,
- y) Thesis/Project Supervisor: The academic staff appointed by the Institute Administrative Board to supervise the student registered at the Institute during the course and thesis/project periods,
- z) TUS: Medical Specialization Education Entrance Examination,
- aa) Course on Specialized Field: For graduate and doctorate students; A non-credit theoretical course given by supervisors to provide scientific ethics and work discipline, the ability to monitor and evaluate the current literature, and to establish and conduct the scientific foundations of the thesis study,
- bb) YDS: Foreign Language Proficiency Examination,
- cc) YÖKDİL: Foreign Language Examination for Higher Education Institutions,
- dd) YÖK: Council of Higher Education,
- ee) ULUTOMER: Bursa Uludağ University Turkish Language Teaching Centre,
- ff) University (BUÜ): Bursa Uludağ University.

CHAPTER TWO

Principles regarding Postgraduate Education

Private student admission

ARTICLE 4 – (1) Courses taken by master's students who request doctoral courses in special student status do not provide course exemption in master's degree.

(2) All other applications related to the admission of special students are carried out by the boards/presidencies of the department/ main art.

Student admission with lateral transfer

ARTICLE 5 – (1) Lateral transfer quotas and the programs of the students who can

apply for the quota are determined and announced with the proposal of the institute department/department of the main art, the decision of the institute board and the approval of the Senate.

(2) Students who have studied at the university or other higher education institutions' graduate programs for at least one and maximum of two semesters and have been successful and have met the student admission requirements of the graduate program they want to transfer to can apply for a lateral transfer to a graduate program conducted at the university.

(3) For a student who is entitled to enrol in any program to be exempted from a course he has taken before, the course must not have been counted towards graduation and must have been taken from a graduate program within the last five (5) academic years. Students who meet these conditions may request an exemption, provided that they apply within one month from the registration date.

(4) Upon the student's request for exemption, the student is adapted to the graduate program with the decision of the institute board of directors, taking the opinion of the institute department/main art department. Adaptation is made based on the semester course-learning curriculum and credits. The term assignment is made by looking at the total credits of the exempted courses.

(5) When calculating the maximum duration of which the student was enrolled in a program with lateral transfer, the time spent in the program he/she was registered in before is also considered.

(6) When determining the curriculum period of students who come with lateral transfer, the curriculum of the year in which the student enrolled in the program at Bursa Uludağ University is taken as a basis.

Transfer between graduate programs

ARTICLE 6 – (1) Transition quotas from the non-thesis master's program to the thesis master's program are determined and announced by the proposal of the institute department/main art department, the decision of the institute board and the approval of the Senate.

(2) Students who want to transfer from the non-thesis master's program to the thesis master's program can transfer to the thesis master's program, provided that they fulfil the requirements set by the Senate for the thesis master's program.

(3) At least one semester must be completed in order to transfer from a non-thesis master's program to a thesis master's program.

(4) The courses taken in the non-thesis master's program can be adapted to the courses in the master's program with thesis by the decision of the institute's administrative board. However, the ratio of the courses to be adapted in this context cannot be more than 50% of the courses in the master's program with thesis.

Scientific preparation programs

ARTICLE 7 – (1) Scientific preparation program can be applied to students who have

received their undergraduate or graduate degree in a different field from the graduate or doctorate program they have applied for, and graduate and doctorate candidates who have received their undergraduate or graduate degrees from higher education institutions other than Bursa Uludağ University to eliminate their deficiencies. The institute's board of directors decides on the implementation of the Scientific Preparatory Program upon the proposal of the institute department.

(2) Students to be admitted to this program are determined by the relevant institute board of directors upon the proposal of the head of the institute department/main art department, by evaluating the structure of the undergraduate or graduate programs in which the candidates are registered. A student in the scientific preparation program must take at least 4 (four) and at most 8 (eight) courses given in a calendar year and be successful.

(3) Graduate students admitted to the scientific preparation program take scientific preparation courses from undergraduate courses and doctoral/art proficiency students take those courses from undergraduate and/or graduate level courses.

(4) Courses to be taken in scientific preparation do not replace the courses required to complete the relevant graduate program and are not included in the graduate grade point average. However, in addition to scientific preparation courses, a student in scientific preparation can also take courses for the graduate program upon the proposal of the board of institute's department/main art department and the decision of the institute board of directors.

(5) The time to be spent in the scientific preparation program is two semesters at the most. Summer education is not included in this period. This period cannot be extended except for the semester leave, and the student who is not successful at the end of the period is dismissed. The time spent in the program is not included in the duration of the master's or doctoral program.

(6) For scientific preparation students to be considered successful in the graduate scientific preparation program and to start the graduate program, they must get at least a CC grade from the undergraduate and graduate courses of the scientific preparation program.

Foreign student admission

ARTICLE 8 – (1) It is obligatory for foreign national candidates to have a bachelor's/master's degree in science or art, which is accepted with the approval of the institute department head and the decision of the institute board of directors.

(2) Except for the programs in which education and training are carried out entirely in a foreign language, international students accepted to other master's, doctorate/proficiency in arts programs must pass the Turkish examination given by ULUTÖMER or other state universities, provided that it is not less than C1 level, and they must be successful at the required level recommended by the head of the institute department/main art department and decided by the Senate. Those who are unsuccessful must attend a maximum of 1 (one) year Turkish language course opened by ULUTÖMER or a centre determined by the Senate and be successful in the Turkish examination. The normal duration of the course is not counted as the period of study. The maximum period to be successful in the Turkish preparatory examination is 2 (two) years.

(3) Turkish proficiency certificate is not required for foreign applicants who have completed their undergraduate or graduate degrees in Turkey.

(4) Foreign candidates can be admitted to the program if they get at least 55 (fifty-five) points from YDS in one of the languages accepted by the Interuniversity Board other than their mother tongue or if they get an equivalent score from the international foreign language examination whose equivalence is accepted by OSYM.

(5) Candidates with foreign nationality who have completed their undergraduate or graduate programs in foreign countries must have a certificate of recognition from YÖK.

(6) For the admission of international students who apply to the programs in the branches of major arts, it is required to get at least seventy (70) points from the artistic performance/portfolio examination.

Admission of students ranking the highest

ARTICLE 9 – (1) Graduate quota with thesis can be announced for Bursa Uludağ University students who are ranked the highest by the proposal of the institute's department/main art department, the decision of the institute board and the approval of the Senate.

(2) The quota for the students ranked the highest in the graduate programs with a thesis is limited to a maximum of 3 (three) students per semester.

(3) The applications of the candidates who have graduated from the program approved by the related institute department / main art department and accepted by the institute board or who can graduate until the final registration date are received within the period determined in the application calendar.

(4) Bursa Uludağ University graduates, who have completed their undergraduate program with first, second or third rank, are accepted within the quota specified by the department/main art department if they meet the minimum requirements required by the program. The student must present the document showing that they have been ranked the highest.

(5) Admission and success evaluation of the students ranking the highest;

- a) is determined by considering 50% of ALES grade and 50% of graduation grade.
- b) ALES prerequisite is not required in the admission of students who are ranked the highest in the institute's main art branches. Success evaluation is made taking into account the 50% of the graduation grade and 50% of the artistic performance/portfolio examination, provided that you get at least seventy (70) points.
- c) In case of equivalence of success points, candidates' ALES grades are considered.

Work experienced student admission

ARTICLE 10 – (1) Candidates working in the public or private sector to increase

university-industry cooperation can be accepted out of quota for master's programs with a thesis, provided that they meet the minimum requirements of the program, with the decision of the board of institute's department/main art department and the approval of the institute board of directors.

(2) The applications of students with work experienced are received within the time specified in the application calendar.

(3) The quota of students with work experience is determined by the decision of the Institute's department/main art department, as a maximum of 3 (three) for master's programs with a thesis.

(4) Candidates must have at least two years of work experience after graduation in the field.

(5) Candidates must submit a project idea related to the thesis topic that will contribute to the university-industry cooperation related to the sector they are working in, in accordance with the format announced by the institute board of directors, to the jury during the interview, the evaluation of the project is made by the jury and 50% of the interview grade is given according to the project proposal.

(6) Before registration, a framework protocol should be signed between the relevant institution and the relevant institute directorate regarding the conduct of the study and the approval of the admission of the student with work experience by the institution and his/her contribution to the program, and it should be approved by the decision of the institute board of directors.

(7) The student with work experience and his/her supervisor must apply for an outsourced project related to the thesis topic by the end of the second semester at the latest. A student who does not apply for an outsourced project cannot proceed to the thesis stage.

(8) In case the outsourced project application is not supported or the evaluation process is prolonged, the revised project is financially supported by the institution/organization where the student works. The budget of the revised project cannot be lower than the budget of the graduate thesis project (master's or doctorate) determined by the Bursa Uludağ University Scientific Research Projects Coordinatorship.

(9) If the project is not supported, the student cannot submit the thesis.

CHAPTER THREE

Application, Evaluation, Registration and Supervisor Appointment to Graduate Programs

Application to thesis and non-thesis master's programs

ARTICLE 11 – (1) The principles regarding the application to the master's programs with and without a thesis are as follows:

- a) Candidates must have a bachelor's degree in science or art, which is accepted with the approval of the head of the institute's department/main art department and the decision of the institute board.
- b) In order to apply to the master's program, the candidates must have at least not less than (55) points score from ALES or an equivalent examination determined by the Senate. However, ALES is not required in conservatory programs and fine arts faculties programs that admit students only with a special talent examination, in the admission of students to the main arts and departments in institutes, and in the applications of master's degree programs of doctorate/proficiency in art/specialty in medicine/specialty in dentistry/specialty in veterinary medicine/specialty in pharmacy graduates.
- c) For the evaluation procedures of the candidates who graduated from doctorate / proficiency in art/specialty in medicine/specialization in dentistry/specialization in veterinary medicine/specialization in pharmacy; A score not lower than 55 is determined by the relevant programs and announced in the conditions of the relevant program, regardless of the candidate's score type at the entrance to the graduate program or the field of specialization. These candidates can apply in a different field than the type of score they have previously received or the field of doctorate / proficiency in art/specialization. The announced score is included in the calculations as ALES score regardless of the score type.
- d) Whether a foreign language is required in a master's programs with thesis, and if so, what level of foreign language knowledge is required, is decided by the institute board upon the proposal of the board of institute's department/main art department that opened the program and is finalized with the approval of the Senate and stated in the announcement. Candidates must get the declared score announced in the conditions from the central foreign language examinations accepted by YÖK, the international foreign language examination whose equivalence is accepted or from the foreign language examination held by Bursa Uludağ University.
- e) There is no foreign language requirement in non-thesis master's programs.
- f) For the Graduate School of Educational Sciences, students who will study in programs whose master's field is related to a foreign language must get at least eighty (80) from the foreign language examinations organized by OSYM in a foreign language or an equivalent score from the international foreign language examination whose equivalence is accepted by the OSYM Administrative Board.

- g) All provisions specified in these Principles are also valid for evening education master's programs with and without a thesis.
- h) The equivalence of undergraduate diplomas of international candidates and Turkish citizens who have completed their undergraduate education abroad must be approved by YÖK. The admission of these candidates to graduate programs is decided by the institute board of directors in line with the opinion of the department/main art department.
- i) Tuition fees for evening education master's programs with and without a thesis are determined by the University Administrative Board upon the proposal of the institute administrative board.

Application to doctorate and proficiency in arts programs

ARTICLE 12 – (1) The requirements for applying to doctorate and proficiency in arts programs are as follows:

- a) Candidates must have a master's degree with thesis and a minimum 2.25 grade point average out of 4 points or equivalent grade point average.
- b) For applicants to a doctorate/proficiency in arts program with a bachelor's degree, they must have a bachelor's degree and a minimum grade point average of 3 out of 4 or equivalent grade point average.
- c) Foreign applicants who have completed their undergraduate or graduate programs with thesis in foreign countries must get a recognition certificate from YÖK and candidates who are T.R. citizens must have a certificate of equivalence.
- d) The applicants must have a bachelor's degree of at least ten semesters from the faculties of medicine, dentistry, veterinary, pharmacy (with preparatory classes) or a specialization authority gained in a laboratory branch according to the principles regulated by the Ministry of Health.
- e) The applicants must have a score determined by the Senate, not less than (55) points from the ALES or equivalent examination. ALES is not required for the applications of graduates of doctorate / proficiency in art / specialization in medicine / specialization in dentistry / specialization in veterinary medicine / specialization in pharmacy for doctoral programs. However, for the evaluation process of these candidates, a score not lower than 55 is determined and announced in the relevant program conditions, regardless of the type of score at the entrance to the graduate program or the field of specialization. These candidates can apply in a different field than the type of score or doctorate/proficiency in art/specialization they have previously received. The announced score is included in the calculations as ALES score regardless of the score type. ALES score is not required in conservatory programs and fine arts faculties programs that accept students only with a special talent examination in the admission of students to the main arts and departments in the institutes.
- f) For applicants of a doctorate program with a bachelor's degree, ALES and equivalent points must be obtained from ALES, not less than 80 (eighty) points in the score type of the program applied.

- g) Except for the graduates of fine arts faculties and conservatory graduates and equivalent programs of other faculties, candidates who apply to the proficiency in arts program with a master's degree must have at least 55 (fifty-five) points in ALES verbal score, and those who apply with a bachelor's degree must have at least 80 (in ALES) verbal scores which is determined by the decision of the Senate.
- h) The applicants must have at least 55 (fifty-five) points from one of the central foreign language examinations accepted by YÖK, other than their mother tongue, or an equivalent score from the international foreign language examination whose equivalence is accepted by ÖSYM.
- i) For those whose doctoral field of science is related to a foreign language, in the foreign language in which they will study, they must obtain a score of at least 80 (eighty) from central foreign language examination accepted by YÖK, the international foreign language examinations whose equivalence is accepted or an equivalent score from the international foreign language examinations accepted as equivalent by ÖSYM.

Application to the basic medical sciences doctorate program

ARTICLE 13 – (1) The requirements for applications to the basic medical sciences doctorate program are listed below:

- a) Graduates of medical, veterinary and dentistry faculties must have a bachelor's degree, and graduates from other faculties must have a master's degree.
- b) Medical school graduates must have at least 50 (fifty) TUS basic medicine points or at least 55 (fifty-five) ALES numerical points. The senate determines which score type and level the applications will be made on. Basic medicine score is obtained by multiplying the standard score obtained from the Basic Medical Sciences Test-1 section of TUS by 0.7, and the standard score obtained from the Clinical Medical Sciences Test by 0.3; by adding these two values.
- c) Those who are not graduates from medical school must have ALES points to be determined by the Senate, provided that they are not less than 55 (fifty-five) points.
- d) The reference letter requested from the candidates during the application, a text explaining the reason for the doctorate, international standard examination and other similar documents are specified by the Senate at the beginning of each application period.
- e) In admission to the doctoral program in basic medical sciences, obtaining at least 55 (fifty-five) points from the central foreign language examinations accepted by YÖK and/or the international foreign language examinations whose equivalence is accepted, other than their mother tongue, or an equivalent score from the international foreign language examinations accepted as equivalent by ÖSYM is mandatory. The Senate decides to increase these minimum scores, if necessary, according to the characteristics of the programs to be entered.

(2) The evaluation and admission requirements are as follows:

- a) Unless the Senate decides that the acceptance ranking will be based only on the basic

medical score or ALES score in the relevant application period, the candidates who will enter the interview are ranked according to their basic medical score or ALES score, not less than 50%, and undergraduate and/or graduate grade point averages. According to the ranking, the candidate is invited to the interview, at most twice the number of quotas. If there are candidates with the same score in the last rank, all the candidates in the last rank will be interviewed.

- b) The admission ranking for medical, veterinary and dentistry graduates, unless the Senate decides to make it based on basic medicine score or ALES score alone, is carried out based on basic medicine score or ALES score not less than 50%, undergraduate and/or graduate grade point average and scientific evaluation and/or interview results. Unless the Senate decides otherwise for the relevant period, 50% of ALES or TUS basic medicine score, 20% of the master's score, 30% of the scientific evaluation and/or interview score is taken into account. Evaluations are made out of one hundred (100) full points. Ranking is made among the candidates who have at least seventy (70) points.
- c) Acceptance ranking of those who are not graduated from faculties of medicine, veterinary and dentistry is based on ALES score not less than 50%, undergraduate and/or graduate grade point average and scientific evaluation and/or interview results, unless the Senate decides to make it based on ALES score alone. Unless the Senate decides otherwise for the relevant term, 50% of the ALES score, 20% of the undergraduate and/or graduate score, and 30% of the scientific evaluation and/or interview grade are considered. Evaluations are made out of one hundred (100) full points. Ranking is made among the candidates who get at least seventy (70) points. If a reference letter and a text explaining the reason for doing a doctorate is requested during the application, an oral evaluation is made by considering these documents.
- d) In determining the priority among the candidates in case of equal points those who have a high ALES or equivalent examination grade or basic medicine score, undergraduate and/or graduate GPA or foreign language examination score, respectively, are preferred.

Evaluation of graduate applications

ARTICLE 14 – (1) All candidates are subjected to preliminary evaluation to verify whether the candidates is to be called for the entrance examinations held by the department. This pre-assessment is made by considering the ALES score and graduation grade point average (ALES 50% / GPA 50%). In the pre-evaluation of applications made to other programs, excluding graduate programs in the conservatory and fine arts branches, the number of candidates to be taken for the examination is determined as thirty (30), in programs with fifteen (15) or less quotas proposed by the department/major art branch and in programs over fifteen (15), as two (2) times the number of quotas. The number of students to be called for the examination can be increased up to four (4) times the quota upon the proposal of the department/main art department and the approval of the institute administrative board. If there is more than one candidate with the same score in the last rank according to the ranking, all of these candidates are called for the entrance examination.

(2) With the decision of the Department of Science/Art Board of the Institute, students can be admitted to master's programs with thesis only with ALES score, and students can also be admitted according to the results of the written scientific evaluation and/or interview, in addition to the ALES score. Written scientific evaluation and interview examinations are carried out by the examination juries of the institute's departments and main art branches, and the examinations are recorded and forwarded to the relevant institute.

(3) The following conditions are sought in the evaluation of applications:

a) In the admission of students to non-thesis master's programs, 50% of the graduation grade point average, 50% of the result of the scientific evaluation and/or interview examination to be done in written are considered.

According to the calculated score, ranking is made among those who get at least sixty-five (65) points.

b) According to the results of the scientific evaluation and/or interview to be made in written to the master's program with thesis, 50% of the ALES score, 20% of undergraduate grade point average.

30% of the result of the scientific evaluation and/or the interview examination to be made in written are taken into account. The department/major art branch can, if they wish, can determine a certain rate of 30% as foreign language score. According to the calculated score, ranking is made among those who get at least sixty-five (65) points.

c) 50% of the ALES score in the admission of students to the doctoral program, 20% of the undergraduate grade point average in the applications to the doctorate / proficiency in arts program with a master's or bachelor's degree.

30% of the result of the scientific evaluation and/or interview examination to be made in written are considered. According to the calculated score, a ranking is made among those who score at least seventy (70) points.

d) In the admission of students to master's and proficiency in arts programs in the main art branches of the Faculty of Fine Arts and the Conservatory; 25% of the graduation grade point average and 50% of the artistic performance/portfolio examination provided that getting at least seventy (70) points from it

, 25% of the interview is calculated. According to the calculated score, the applicants are ranked among those who get at least sixty-five (65) points in total in master's degree and at least seventy (70) in total in the proficiency in arts

e) In the admission of international students to master's and doctoral programs, 50% of the graduation grade point average and 50% of the result of the written scientific evaluation and/or interview examination are considered. In the admission of students to the programs in the main arts branches, 25% of the graduation grade point average and 50% the artistic performance/portfolio examination provided that they get at least seventy (70) points from it and 25% of the of the interview are taken into account, Candidates who pass the preliminary evaluation are ranked from at least 65 points for master's degree and at least seventy (70) points for doctorate/art proficiency.

f) If the number of successful candidates resulting from the evaluation of the applications is more than the announced quota, the ranking is made starting from the

candidate with the highest success grade. In determining the priority among the candidates in case of equal points; respectively, ALES or equivalent examination grade or undergraduate and or graduate average or foreign language exam score is sorted.

Determination of science, art and interview examination juries

ARTICLE 15 – (1) The examination jury consists of at least three (3) principals and two (2) substitute faculty members, proposed by the Institute's department head and approved by the decision of the institute board of directors. Different juries can be established for different graduate programs conducted in the same department/art branch.

Announcement of results and registration

ARTICLE 16 – (1) Successful candidates and their substitutes, if any, are announced by the institute directorate with the decision of the institute board of directors.

(2) After the announcement of the results, objections to the results including material errors must be made within three business days following the announcement. At the end of the objection period, the results become final with the decision of the institute board of directors.

(3) Candidates who have won the graduate programs must apply to the institute with the relevant documents on the dates determined by the Senate and complete their final registration.

(4) The original or certified copy of the documents required for registration is accepted.

(5) Registrations must be made by the candidates personally.

(6) The registration procedures of those who use fake or falsified documents for registration or who are found to be fraudulent in the entrance examinations are canceled as of the registration date.

Appointment and change of supervisor

ARTICLE 17 – (1) Upon the reasoned written request of the student or supervisor, the supervisor can be changed at the stage of the course or thesis upon the proposal of the institute department board and the decision of the institute board of directors at the Social and Educational Sciences Institutes and in the Institutes of Science and Health Sciences. Except for the essential cases to be accepted by the institute board of directors, requests for a change of supervisors should be made outside the academic year or during the supervisor appointment process specified in the regulation. As of the date of the change of supervisor, the assessment and grade entries required to be carried out by the supervisor are made by the student's new advisor.

(2) In case the thesis supervisor is transferred to a department of a different institute, the counseling of the students who have not progressed to the thesis stage from their current

supervisory status is terminated and a new supervisor is appointed to the student by the institute department.

(3) In the last semester of the thesis period, the student's supervisor is not changed.

(4) If there is no faculty member who wants to be a consultant to a student who has the right to enroll, or if the thesis supervisor wants to leave the consultancy, and if a new supervisor is not recommended by the department, the student's counseling is transferred to the head of the institute department.

(5) The counseling of faculty members who start to work at a different institution or retire is terminated. The relevant student is informed that a new supervisor is appointed upon the proposal of the institute department board and the decision of the institute board of directors in the Social and Educational Sciences Institutes and Institutes of Science and Health Sciences.

(6) The supervisory services of the faculty members who are assigned for more than six (6) months due to domestic or international assignment are terminated, and a new supervisor is appointed upon the proposal of the institute department board and the decision of the institute board of directors. In case a faculty member is assigned abroad for more than three (3) months, the related institute is notified of the duration and place of the assignment in written by the related institute department. The counseling of the faculty members who will stay away from the University for more than six (6) months due to a medical report or a similar reason is terminated, and a new supervisor is appointed upon the proposal of the institute department board and the decision of the institute board of directors.

CHAPTER FOUR

Courses

Course selection

ARTICLE 18 – (1) A maximum of two (2) courses can be selected from the courses offered in other higher education institutions, with the proposal of the institute head of the department and the decision of the institute board of directors. These courses taken from other higher education institutions are counted as elective courses.

(2) A maximum of two (2) elective courses can be taken from outside the field for each semester upon the student's request, the proposal of his/her supervisor, the decision of the Institute's department/article board and the approval of the administrative board.

(3) Course on a specialized field is a course separate for graduate program students and for doctoral program students and it starts as of the date the thesis supervisor is appointed by the institute administrative board ; it is to be carried out by the thesis supervisor and to continue until the graduation or dismissal of the student by the institute's administrative board; for students who enroll or register for courses at the beginning of the fall semester, it continues until the beginning of the spring semester except for the dates when the supervisor is on leave and on a report; for students who enroll or register for courses at the beginning of the spring semester, it is to continue uninterruptedly throughout the year, including the semester and summer holidays, until the beginning of the fall semester. Every student must take the course in their specialized field offered. The scope, duration and other principles of the specialization course are decided by the institute board. In cases where the thesis work of the student is managed by two supervisors, this course is conducted by the first supervisor.

(4) Students accepted for a lateral transfer are deemed to have passed the Specialization Course of the relevant institute department/article for each semester they are successful.

Thesis Writing and Submission

ARTICLE 19 – (1) The latest version published by the APA (American Psychological Association) in the Institutes of Education, Science and Health Sciences is valid for the citation rules for thesis writing. In the Institute of Social Sciences, the institute thesis writing guide is valid.

(2) The Institute receives the plagiarism software program report with a maximum of 20% similarity and sends it to the consultant and the members of the jury. The preparation of the plagiarism report for the Institutes of Health and Sciences is managed by the plagiarism unit.

(3) Students who will take the thesis defense examination present an electronically registered copy of their thesis to their supervisor before the defense of the thesis / proficiency in the artwork and with the correction in the theses for which correction is given. The supervisor submits his/her opinion that the thesis is defensible, the report obtained from the plagiarism software program prepared as explained in the second article, and the thesis to the institute. The Institute checks the plagiarism software program report related to the thesis and sends it to the supervisor and jury members. If real plagiarism is detected in the data in the report, the thesis is sent to the institute board

of directors for a decision together with its justification.

(4) The latest version published by the APA (American Psychological Association) in the Institutes of Education, Science and Health Sciences applies to the citation rules for thesis writing. In the Institute of Social Sciences, the institute thesis writing guide is valid.

(5) The common standards determined by the institutes are applied for the thesis binding.

(6) The principles and required documents required for the graduation requirement are given in Appendix 1.

Conclusion of the proficiency in art study

ARTICLE 20 - (1) For the candidate to take the defense examination, an original article about proficiency in art or the institute's major program must be published or accepted for publication in the journals scanned in the TR-index.

(2) In addition, the candidate must perform an art event such as an exhibition, recital, concert, performance, and submit documents and documents related to the event such as catalogues, records, posters. Graduation requirement principles and required documents are given in Appendix 1.

(3) Article 40 of the Regulation is applied in other matters regarding the conclusion of the proficiency in artwork.

CHAPTER FIVE
INTERDISCIPLINARY PROGRAMS

Proposal to Establish an Interdisciplinary Graduate Institute Department/Department of Art

ARTICLE 21 - (1) For each interdisciplinary institute to be proposed to be established, the application file prepared in accordance with the criteria for opening an institute department/department of art must be submitted to the relevant institute. In the application file, the purpose of the establishment of the interdisciplinary department/major and the list of faculty members.

Who will contribute, and the signatures of at least three faculty members for master's degrees and at least six faculty members for doctorate programs are required. To open a program, faculty members who meet the minimum requirements must not be currently working in another interdisciplinary program. The application is evaluated by the relevant institute board of directors. If deemed necessary, the Institute's board of directors seeks opinions from the relevant faculty members, institute departments/art branches or Dean's Offices. If the application file is found appropriate, it is sent to the relevant institute board for discussion.

(2) Faculty members who will contribute to the institute departments/art branches put the positive opinion of the dean of the relevant faculty in the application file of the institute that is proposed to be established.

(3) The institute department/ art branch that is proposed to be established is discussed at the institute board and, if deemed appropriate, the proposal is sent to the Senate for discussion.

(4) The proposal for the institute's department/art branch, which is proposed to be established and discussed in the Senate, is sent to the Higher Education Council for approval.

The Offer to Open Interdisciplinary Graduate Programs

ARTICLE 22 - (1) It is essential that interdisciplinary graduate programs are opened and carried out within the institute.

(2) For the interdisciplinary graduate programs that will be proposed to be opened, the application file prepared in accordance with the principles regarding the opening and execution of the graduate education-training program must be submitted to the relevant institute. In this file, the aim of the program, the list of faculty members who will contribute by giving lectures in the relevant program, the list and contents of the courses to be given within the scope of the program, and at least three faculty members for master's degree and at least six faculty members for the doctorate are required. To open a program, faculty members who meet the minimum requirements must not be currently working in another interdisciplinary program. The application is evaluated by the relevant institute board of directors. If deemed necessary, the Institute's board of directors seeks opinions

from the relevant faculty members, institute departments/art branches or Dean's Offices. If the application file is found appropriate, it is sent to the relevant institute board for discussion.

(3) Faculty members who will contribute to the interdisciplinary graduate programs proposed to be opened apply to the relevant faculty dean's office with their reasoned articles and request an opinion and put this opinion in the application file of the proposed program.

(4) The proposed Interdisciplinary Graduate program proposal is sent to the Senate if approved by the institute board.

(5) The Interdisciplinary Graduate Program, discussed in the Senate and proposed to be established, is recommended by the Rector to the Council of Higher Education for approval.

Principles of Conducting Interdisciplinary Graduate Programs

ARTICLE 23 - (1) Graduate programs that are carried out under an institute department/art branch but opened in an interdisciplinary nature are carried out

a) under an existing institute department/art branch within the body of the institute, with the decision of the related institute department/art department's academic board,

b) within the institute as a new institute department/art branch proposed

(2) The head of the interdisciplinary institute department/art branch is appointed by the director of the relevant institute for three years. It is responsible for the operation and coordination of the interdisciplinary graduate programs.

(3) The educational objectives of the interdisciplinary institute department/art branch programs, the entry and graduation conditions of the programs, the compulsory and elective courses included in the programs, their credits and similar change proposals are determined by the decision of the institute board and the approval of the Senate.

(4) Faculty members, who are responsible for providing the minimum requirement for the opening of the program by YÖK, form the interdisciplinary institute department/art branch board. When necessary, the institute board of directors can make changes to the interdisciplinary institute department/art branch board.

Opening of Courses and Instructors

ARTICLE 24 - (1) According to the relevant articles of Bursa Uludağ University Graduate Studies Regulation, the courses to be offered each semester and their responsible lecturers are determined by the interdisciplinary institute department/ art branch board and sent to the relevant institute.

(2) The thesis supervisors of the students of the interdisciplinary institute department/art

branch are determined by the decision of the institute board of directors upon the proposal of the interdisciplinary institute department / art branch.

Quotas

ARTICLE 25 – (1) The quotas for students to be admitted to the interdisciplinary institute department/ art major programs are determined by the Senate upon the proposal of the interdisciplinary institute department/ art branch board and the approval of the Institute Board.

Applications of faculty members

ARTICLE 26 – (1) For a faculty member to be added to the program or to leave the program, the relevant faculty member must apply to the interdisciplinary department / art branch with a petition and curriculum vitae.

(2) The relevant application is evaluated by the interdisciplinary department / art branch board.

(3) The result of the evaluation is sent to the related institute with the reasoned decision of the board of the department / art branch. The Institute receives the opinion of the relevant faculty dean in the request for inclusion. The institute board of directors decides whether the faculty member is to be included or to leave.

Freezing registration

ARTICLE 27 – (1) In case the student has the following justified and valid reasons, the institute board of directors may decide to put the student's registration on hiatus for a maximum of two semesters at a time;

a) Having a health-related excuse documented with a health report,

b) In accordance with the provisions of the Law No. 2547, the education has been suspended by the decision of YÖK (Council of Higher Education) due to the events that will result in the disruption of higher education,

c) Having to suspend education due to natural disasters,

d) Certifying that he/she must suspend education due to the absence of anyone else to look after his/her spouse or first-degree blood relatives or relatives in case of emergency,

e) Forfeiting the right of deferment or being drafted into the military by canceling the postponement,

f) Being in a state of detention,

g) Having a conviction that does not abolish the status of the student or does not require expulsion from the University that is in accordance with the provisions of the Higher Education Institutions Student Disciplinary Regulation published in the Official Gazette

dated 18/8/2012 and numbered 28388.

h) Making an application by stating other reasons that will be accepted as just and valid by the Institute's administrative board.

(2) For the justified and valid reason stated in the first paragraph to be accepted, this reason must be reported to the institute directorate within 15 (fifteen) days at the latest.

(3) Registration freezing can be repeated under the same procedures and conditions.

(4) The registration freeze period is not counted from the education period.

(5) Courses, course examinations and thesis examinations entered during the frozen registration period are deemed invalid.

CHAPTER SIX

Miscellaneous and Final Provisions

Cases in which there is no provision in the principles

ARTICLE 28 – (1) In cases when there is no provision in these Principles, the decisions of the Council of Higher Education, the Interuniversity Board, the Senate, the Institute Board, and the Institute Administrative Board are applied.

Enforcement

ARTICLE 29 – (1) These principles come into action as of the fall semester of the 2020-2021 academic year.

Execution

ARTICLE 30 – (1) The provisions of these principles are executed by the Rector of Bursa Uludağ University.

Appendix 1. Graduation requirement principles and required documents

BURSA ULUDAG UNIVERSITY

INSTITUTES OF EDUCATION, SCIENCE, HEALTH, AND SOCIAL SCIENCES

GRADUATION REQUIREMENT PRINCIPLES AND REQUIRED DOCUMENTS FOR GRADUATE STUDENTS

1- According to the QS classification, **maximum 3 (three) students can benefit from the articles published in journals classified as Q1 and Q2, and 1 (one) student can benefit from the other articles** to meet the graduation publication requirement. The order of names in the publication will not be considered, and action will be taken according to the declaration form indicating which student/s will benefit from the article in his/her graduation.

2- It is necessary to check whether the published journal is in the category of predatory and fake or not. The publications made in the journals in the “<https://beallslit.yolasite.com/>” predatory and fake Journal Database opened by Bursa Uludağ University Library will not be accepted in the evaluation of the graduation publication requirement.

3- 1 (one) student can benefit from an oral presentation or poster activities to meet the graduation publication requirement. The order of names in the presentation will not be considered, and action will be taken according to the declaration form showing which student(s) will use the article at their graduation.

4- To benefit from an oral presentation or poster activities, the presentation must be made by the student who will meet the publication condition.

5- It is essential that all activities that will be submitted as a graduation requirement are registered in the YÖKSİS database. Activities that are not registered in the YÖKSİS database are not considered.

REQUIRED DOCUMENTS

GRADUATE	
Criterion	Required Documents
a) To have at least one article published or accepted for publication in national/international refereed journals,	1. The document showing that it is a national/international peer-reviewed journal 2. The Document showing which index the journal is scanned in 3. The publication itself or a certificate of acceptance for publication 4. The declaration form showing which student/students will

	<p>use the publication at their graduation</p> <p>5. The document showing registration in the YÖKSİS database</p>
<p>b) To have made an oral or poster presentation that was presented at national/international refereed events and whose summary or full text was printed in the proceeding's booklet,</p>	<p>1. The document showing that the event is peer-reviewed</p> <p>2. The document showing the scientific and supervisory board of the event</p> <p>3. Student's Congress Participation Certificate</p> <p>4. Abstract or full text</p> <p>5. Paper program</p> <p>6. The declaration form showing which student/students will use the publication at their graduation</p> <p>7. The document showing the registration in the YÖKSİS database</p>
<p>c) To have worked in a national/international project as a researcher or scholar for at least three months,</p>	<p>1. The Document showing that the relevant project is in National/International scope</p> <p>2. The approved document showing that the student has worked as a scholarship holder for at least 3 months</p> <p>3. The document showing the registration of the project in YÖKSİS database</p>
<p>d) To have documented the patent/utility model/industrial design for which the application has been made, or to have documented the architectural design or variety registration.</p>	<p>1. The Application document</p> <p>2. The Document showing registration in the YÖKSİS database</p>
<p>e) To be abroad for at least two months to work in the field (including education) with the support of ERASMUS, Mevlana, TÜBİTAK, YÖK, vocational institutions or the Rectorate.</p>	<p>1. The approval document of the relevant program or institution</p> <p>2. The copy of his/her passport showing the relevant period</p>

DOCTORATE

Criterion	Required Documents
<p>a) To have at least one original research article published or accepted for publication in a journal scanned by SCI, SSCI, AHCI, SCI-Expanded in the Institutes of Science and Health Sciences;</p> <p>at least one published or accepted for publication</p> <p>original research article in a journal scanned by SCI, SSCI, AHCI, SCI-Expanded indexes in Social and Educational Sciences Institutes or scanned in TR-index</p>	<ol style="list-style-type: none">1. The document showing which index the journal was scanned from2. The publication itself or a certificate of acceptance for publication containing a DOI number3. The declaration form showing which student/s will use the publication at their graduation4. The document showing the registration in YÖKSİS database
<p>b1) To have at least one research article published or accepted for publication in national/international refereed journals</p>	<ol style="list-style-type: none">1. The document showing that the journal is a peer-reviewed journal2. The document showing which index the journal was scanned in3. The publication itself or a certificate of acceptance for publication containing a DOI number4. The declaration form showing which student/students will use the publication at their graduation5. The document showing registration in YÖKSİS database
<p>b2) To have made an oral presentation that was presented at national/international refereed events and whose summary or full text was printed in the proceeding's booklet</p>	<ol style="list-style-type: none">1. The document showing that the event is national/international refereed2. The document showing the scientific and supervisory board of the event3. Student's Congress Participation Certificate4. The abstract or full text5. The paper program6. The declaration form showing which student/students will use the publication at their graduation7. The document showing the registration in YÖKSİS database

<p>b3) To have worked as a researcher/scholarship holder in a national (TÜBİTAK or BAP)/international project for at least 3 months</p>	<ol style="list-style-type: none"> 1. Document showing that the relevant project is in National/International scope 2. Approved document showing that the student has worked as a scholarship holder for at least 3 months 3. Document showing the registration of the project in YÖKSİS database
<p>b4) To have documented the registered patent/utility model/industrial design or the architectural design or variety</p>	<ol style="list-style-type: none"> 1- The Registration certificate 2- The document showing the registration in YÖKSİS database of the registration
<p>b5) To be abroad for at least 2 months to work in the field (including education) with the support of ERASMUS, Mevlana, TUBİTAK YÖK, vocational institutions or the Rectorate,</p>	<ol style="list-style-type: none"> 1. Approval document of the relevant program or institution 2. Copy of passport showing the relevant period
<p>b6) For Proficiency in Art programs in the field of Fine Arts; to have participated in an art event that has an international jury (selection committee) in the Painting Department with his/her work, including a competitive exhibition, biennial and triennial, and this work has been published in a printed or electronic catalogue, or it has received an award in juried art events; performing a recital (concert) event with a duration of at least 50 minutes at the same level or works included in the Proficiency in Art program in the Music Department.</p>	<ol style="list-style-type: none"> 1. CD recording/printed or electronic catalog of the artistic activity or artistic product 2. The document showing the selection committee of the international artistic event 3. Poster, program, etc. brochure of the artistic event 4. If an award has been received in the juried artistic event, the certificate