

T.C.
ISTANBUL KÜLTÜR UNIVERSITY
THREE COURSE EXAM APPLICATION PROCEDURES AND PRINCIPLES

MEETING DATES

27.03.2025

MEETING NO

2024-2025/ 12

NUMBER OF
RULINGS

4

SECTION ONE

Purpose, Scope, Premise and Definitions

Purpose

ARTICLE 1- (1) The purpose of these procedures and principles is to regulate the principles regarding the three-course exam to be applied to students who are in graduation status and fail at most three courses or who cannot meet the GPA requirement for graduation.

Scope

ARTICLE 2- (1) These procedures and principles cover the students who are in the graduation status of Istanbul Kültür University and who fail at most three courses or fail to meet the GPA requirement for graduation, and also cover the units and personnel authorized to take action.

Premise

ARTICLE 3- (1) Article 44 of the Higher Education Law dated 4/11/1981 and numbered 2547 (Amended: 13/2/2011-6111/171 Art.) and the current Istanbul Kültür University Associate and Undergraduate Education Regulation.

Definitions and Abbreviations

ARTICLE 4- (1) These procedures and principles refer to;

- a) Rector: Rector of T.C. Istanbul Kültür University
- b) University (IKU): T.C. Istanbul Kültür University,
- c) Academic Unit: Faculty-Institute-Vocational School-School of Higher Education of Istanbul Kültür University,
- ç) Senate: T.C. Istanbul Kültür University Senate,
- d) Related Administrative Boards: Faculty-Institute-Vocational School and School Boards of Directors,
- e) Student: Registered and graduated students of T.C. Istanbul Kültür University,
- f) Three Course Exam (TCE): Students who have not completed the maximum period of study stipulated in paragraph (c) of Article 44 of the Higher Education Law No. 2547: The exams held at the end of each semester within thirty (30) calendar days from the end of the make-up exams for students who have taken all the courses in the associate / bachelor's degree diploma program they are enrolled in, but who cannot graduate due to having grades (C-, D+, D, D-, F) from at most three courses (C-, D+, D, D-, F) in which they fulfill the course attendance requirement according to the letter grades announced at the end of the fall / spring semester of the relevant academic year.
- g) Grade Point Average (GPA): The total value of the ECTS credits of all the courses taken by the student multiplied by the success grades of the courses taken by the student, except for the courses with a success grade of P, E, V, Y, Z, which are included in the average,
- h) Final Semester: The fourth (4th) semester for Associate Degree Programs and the eighth (8th) semester for Undergraduate Programs.

SECTION TWO

Three Course Exam Application and Application Requirements

Calculation of Three Course Exam Success Grade

ARTICLE 5- (1) The raw (numerical) grade obtained in the Three Course Examination (TCE) is converted into a letter grade, and the calculated letter grade is entered into the system based on the ECTS value of the last course taken

by the student. In the calculation of the GPA, the highest grade obtained is taken into account and replaces the course success grade.

Three Course Exam Application and Application Requirements

ARTICLE 6- (1) Three Course Exam Application and Application Requirements are as follows;

- a) Students who are students of the last semester (fourth semester for associate degree programs, eighth semester for undergraduate programs) in the education program they are enrolled in and who fulfill the attendance requirement for graduation from all courses, and who have a grade of C-, D +, D, D-, F from a maximum of three courses; Students with a grade of C-, D +, D, D-, F benefit from the right to Three Course Exam (TCE).
- b) Students who do not have a failing grade but cannot meet the GPA requirement of at least 2.00 required for graduation can benefit from TCE for a maximum of three courses with letter grades of C-, D+, D, D-. Students who cannot meet the GPA ≥ 2.00 requirement even if they get the highest grade (A) as a result of these exams are not given the right to take Three Course Exam.
- c) Students who are enrolled in the last semester of their education program and who fail the compulsory internship or who have not taken the compulsory internship at all, among the students mentioned in subparagraphs (a) and (b) of this article, benefit from the right to Three Course Exams (TCE).
- ç) Students cannot take the TCE for courses they have never taken or courses they have failed due to absency.
- d) Students who do not complete the application courses, vocational skills training, vocational training in the enterprise, internship and courses in the nature of applied courses in the enterprise and all kinds of project and design courses including teaching practice, project, design and diploma / graduation project cannot take TCE and students who do not complete these courses and / or who are not successful in these courses cannot take TCE.
- e) Students who are not students of our university but take courses from our university; such as Special Students and Exchange Program Students, are not entitled to take the Three Course Exam.

SECTION THREE

Miscellaneous and Final Provisions

ARTICLE 7- (1) Students can retake the course(s) they failed in the TCE in the fall/spring semester in which the course is offered within the education period or they can apply for and take the next TCE as specified in the academic calendar.

(2) No make-up exam will be held for the student(s) who, for whatever reason, did not or could not attend the three course exams.

(3) There is no make-up exam for the Three Course Examination (TCE).

(4) The student contribution fee for the Three Course Exam (TCE), including scholarship students, is determined by the Board of Trustees and announced at the end of the Fall/Spring semester before the start of the final exams.

Enforcement

ARTICLE 8- (1) These procedures and principles shall enter into force on the date of publication following the approval of the T.C. Istanbul Kültür University Senate and the approval of the Board of Trustees.

Execution

ARTICLE 9- (1) These procedures and principles are executed by the Rector of Istanbul Kültür University.