

Masters with Thesis

I. Semester	ECTS Credit	Credit	II. Semester	ECTS	Credit	III. Semester	ECTS Credit	Credit	IV. Semester	ECTS	Credit
Elective Courses	24	9	Elective Courses	24	9	Special Topics	2	-	Special Topics	2	-
Scientific Research Techniques and Publishing Ethic	8	3	Seminar	6	-	Thesis Study	30	-	Thesis Study	30	-
			Special Topics	2	-						
			Thesis Study (Thesis Proposal)	2	-						
Total	32	12	Total	34	9	Total	32	-	Total	32	-

Students accepted in spring semester take the seminar in spring semester and the Scientific Research Techniques and Publishing Ethic course in the fall semester.

Question-Answer: (Frequently Asked Questions)

1- Which courses should a first-time enrolled student choose?

A: Students enrolling in the fall semester should register for 3 elective courses and the Scientific Research and Publication Ethics course.

Students admitted in the spring semester should register for 3 elective courses and also for seminar courses in the spring semester.

- There is no maximum course limit. However, if a student fails any extra course they have taken, they must retake and pass that course to meet the requirement.

(**ARTICLE 23 (2)** : Specific subject courses are valid from the date when the thesis subject of the student who has registered to the master's programs with thesis and has been assigned with an advisor, has been offered together with thesis proposal form until the end of second semester at the latest, and has been approved by EYK.)

2- Which courses should a student enrolling in their second semester choose?:

A: Students admitted in the fall semester should register for 3 elective courses, Seminar, and Thesis Work (Thesis Proposal) with Special Topics courses in the spring semester.

Students admitted in the spring semester should register for 3 elective courses, Seminar, Scientific Research and Publication Ethics, and 'Thesis Work (Thesis Proposal) with Special Topics' courses in the fall semester.

- There is no maximum course limit. However, if a student fails any extra course they have taken, they must retake and pass that course to meet the requirement.

(ARTICLE 23 (2) : Specific subject courses are valid from the date when the thesis subject of the student who has registered to the master's programs with thesis and has been assigned with an advisor, has been offered together with thesis proposal form until the end of second semester at the latest, and has been approved by EYK.)

- 3- If a student fails their courses during the semester they took them (regardless of the minimum and maximum number of courses), can they move on to the Thesis Topic in the next semester?

A: Even if a student fails all or part of their courses in the first semester, they can register for the Thesis Work (Thesis Proposal) and Special Topics courses along with the courses for the following semester. The student must submit their '**Thesis Topic Proposal**' by the start of the next semester as specified in the academic calendar.

- 4- Can a student whose thesis proposal period has expired register for 'Thesis Work' and 'Special Topics' alongside the courses they have failed?

A: The student can utilize their normal and maximum duration as follows: (Duration Article 35 –)

1. One can enroll in the Thesis Study and Special Topics along with courses for four semesters (2 years). If the student meets the criteria for passing the Thesis Study in two semesters and successfully completes the courses in four semesters, they can graduate by passing the Thesis Defense Examination. **If the student does not successfully complete the courses in four semesters, their affiliation with the Institute will be terminated regardless of whether they meet the criteria for passing the Thesis Study.**
2. If the student completes and passes their courses in 2 semesters, the maximum **time they can spend on the thesis phase** is 4 semesters. If the student completes and passes their courses in 4 semesters, the maximum **time they can spend on the thesis phase** is 2 semesters. A student who does not take the Thesis Defense within this period will be dismissed from the Institute.

5- Can a student take courses from a different department and program, and what steps should be taken to do so?

A: A student can take courses from a different department and program (Article 36 (3)). The student may take maximum two courses from the undergraduate courses among the courses given in another department/art major or other higher education institutions on condition that the course must not have taken during the undergraduate education, so as to be substituted in the credit/ECTS load required by the program.

-A student can take a maximum of two courses from a different department or program, apart from the department and program they are enrolled in. In addition, **they can take up to two more courses from other higher education institutions.**

-(For a different department or program within the university) The petition from the student and advisor (stating the reasons) along with the department council decision is submitted to our Institute for consideration by the Institute Board of Directors. If the request for course enrollment is approved by the Institute Board of Directors, **the course will be registered in the student's system by the Institute Student Affairs.**

-**For taking courses outside the university**, the student contacts the university from which they wish to take courses and submits a petition stating their request to take courses in their registered department. The petition from the student and advisor is reviewed by the department council and then submitted to the Institute for consideration by the Institute Board of Directors. If a positive decision is reached by the Institute Board of Directors, inter-university correspondence is conducted to have the courses the student wishes to select defined in the student's system by the Institute Student Affairs.

-**Students who will take courses from a different department, master's program, or doctoral program at another institution can optionally choose the appropriate tab in the course registration option available in OGRIS to record their incomplete course registration.** The course that the student wishes to take, along with the petition from the student and advisor, and the department council decision, are sent to our Institute. After being discussed in the Institute Board of Directors, it is processed into the automation system by the student affairs department.

6- How should the process of course validation for a student be followed?

- Course substitution **Article 30 – (1) (3)**

Upon the recommendation of advisor and department/art major board and decision of EYK, a student may substitute maximum two courses that are related to the field of science/art of the student and have been received from a foreign higher education institution and accepted by the Council of Higher Education before registration to the institute. The student must submit the course substitution request to the institute along with the course contents within the registration renewal dates in the academic calendar. Courses taken from a previously graduated program are outside this scope.

(3) (Amended: RG-5/8/2021-31559) The substituted courses are accepted with the name, grade in the numerical grade system and ECTS value (if the ECTS value is decimal, the value of the number is rounded to the nearest integer) transfer code in the previous higher education institutions. Grade transformations are made in accordance with the equivalents of grades in the letter grade system in the numerical grade system. In the case that ECTS equivalents are not provided, the proposal of department/art major board and decision of EYK are required.

- Students who will perform course substitution can select the appropriate tab in the course registration option available in OGRIS to record their incomplete course registration. **The course that the student wishes to take, along with the petition from the student and advisor, and the department council decision, are sent to our Institute.** After being discussed in the Institute Board of Directors, it is processed into the automation system by the student affairs department.

*7- What steps should be followed for a student to repeat a course?**

C: Course repeat Article 31 – (Amended: RG-5/8/2021-31559) (1) The student must take the courses which s/he failed and become successful during their terms. If the failed course is taken again, the attendance condition is not required. In case of failure due to lack of attendance, attendance is required. However, the student may take another elective course in the relevant term instead of the selective course s/he must repeat, and another compulsory course in the compulsory course package instead of the compulsory course (except for the Scientific Research Methods and Publication Ethics course) s/he must repeat with the approval of the advisor. Attendance is required for the new course taken instead of the course failed. In the case of failure of the applied courses, the student is required to attend the course even if s/he has fulfilled the attendance requirement. In addition, in accordance with the third paragraph of Article 36 and second paragraph of Article 47 master's and PhD students who have to repeat a course can take a course with a similar content instead of a compulsory course and another course instead of the elective course respectively with the advice of the advisor, approval of the department/art major board and decision of EYK from a different higher education institution regardless of the semester.

** According to the updated Education-Training Plan approved by the University Senate's decision numbered 2024/17-95 dated 06/05/2024, the compulsory elective courses listed in our Institute's Departmental course schedules and taught at both Master's and Doctoral levels have been transferred to the elective course pool as per Senate decision dated 07.03.2024 numbered 2024/62:*

-It has been decided that students who were previously enrolled before the Fall Semester of the 2024-2025 Academic Year and failed a compulsory course from the mandatory course package may fulfill the required ECTS credits by taking an elective course from the elective course package, either the same or another, within one semester.

-It has been decided that students enrolled in the Spring Semester of the 2023-2024 Academic Year will not be required to take any compulsory courses except for the

'Scientific Research Techniques and Publication Ethics' course in the Fall Semester of the 2024-2025 Academic Year.

Doctorate

I. Semester	ECTS Credit	Credit	II. Semester	ECTS Credit	Credit	III. Semester	ECTS Credit	Credit	IV. Semester	ECTS Credit	Credit	V.-VIII Semester	ECTS Credit	Credit
Elective Courses	24	9	Elective Courses	24	9	Doctoral Proficiency	30	-	Lecture on Specialized Field	2	-	Lecture on Specialized Field	2	-
Scientific Research Techniques and Publishing Ethics	8	3	Seminar	8	-				Thesis Proposal	30	-	Thesis Study	30	-
Total	32	12	Total	32	9	Total	30	-	Total	32	-	Total	32	-

Doctorate

For those who are admitted to the Ph.D. program with a Master's Degree

- The PhD program consists of at least seven courses, seminar, proficiency exam, thesis proposal and thesis study provided that it is not less than a total of twenty one credits.
- In order to complete the program, the student must complete (except for the Lecture on Specialized Field) at least 30 ECTS credits in each semester and in total 240 ECTS.
- Seminar, Lecture on Specialized Field, Thesis Proposal and Thesis Study are not credited and are evaluated as successful or unsuccessful.
- It has been decided that students who were previously enrolled before the Fall Semester of the 2024-2025 Academic Year and failed a compulsory course from the mandatory course package may fulfill the required ECTS credits by taking an elective course from the elective course package, either the same or another, within one semester.

- It has been decided that students enrolled in the Spring Semester of the 2023-2024 Academic Year will not be required to take any compulsory courses except for the 'Scientific Research Techniques and Publication Ethics' course in the Fall Semester of the 2024-2025 Academic Year.
- If not taken in Master's program Scientific Research Techniques and Publication Ethics Course is compulsory.
- If the Scientific Research Techniques and Publication Ethics Course was taken previously and is documented, one elective course should be taken instead of the related course.
- Scientific Research Techniques and Publishing Ethic Course along with seminar should be taken in the specified semester plan.
- Ph.D. students must register for Specialized Field course each semester from the semester following the semester when they are successful in the proficiency exam.
- The Education and Training Plan is as follows.

Note 1: Students accepted in spring semester take the seminar in spring semester and the Scientific Research Techniques and Publishing Ethic course in the fall semester.

In order to take the defense examination PhD students who are enrolled in our institute since the fall semester of 2015-2016 should have at least one (1) scientific article related to the thesis published in the journals scanned by the Science Citation Index (SCI), the SCI-Expanded or the AHCI (Art and Humanities Index) or should have the DOI number for the article published in these journals.

-For those who are admitted to the Ph.D. program with a Bachelor's degree

- The Doctoral Program (minimum forty-two credits) consists of fourteen courses, seminars, a qualifying examination, a thesis proposal, and thesis work.
- The PhD program consists of (with at least forty two credits) fourteen courses , seminars, proficiency exam, thesis proposal and thesis study.
- In order to complete the program, the student must complete (except for the Lecture on Specialized Field) at least 30 ECTS credits in each semester and in total 300ECTS.

- Seminar, Lecture on Specialized Field, Thesis Proposal and Thesis Study are not credited and are evaluated as successful or unsuccessful.
- It has been decided that students who were previously enrolled before the Fall Semester of the 2024-2025 Academic Year and failed a compulsory course from the mandatory course package may fulfill the required ECTS credits by taking an elective course from the elective course package, either the same or another, within one semester.
- It has been decided that students enrolled in the Spring Semester of the 2023-2024 Academic Year will not be required to take any compulsory courses except for the 'Scientific Research Techniques and Publication Ethics' course in the Fall Semester of the 2024-2025 Academic Year.
- Scientific Research Techniques and Publication Ethics Course is compulsory.
- Scientific Research Techniques and Publishing Ethic Course along with seminar should be taken in the specified semester plan.
- Ph.D. students must register for Specialized Field course each semester from the semester following the semester when they are successful in the proficiency exam
- The Education and Training Plan is as follows.

I-IV.Semesters											
I.	ECTS	Credit	II.	ECTS	Credit	III.	ECTS	Credit	IV.	ECTS	Credit
Semester	Credit	Credit	Semester	Credit	Credit	Semester	Credit	Credit	Semester	Credit	Credit
Elective Courses	24	9	Elective Courses	32	12	Elective Courses	24	9	Elective Courses	32	12
Scientific Research Techniques and Publishing Ethic Course	8	3				Seminar	8	-			
Total	32	12		32	12		32	9		32	12

V-X. Semesters								
V. Semester	ECTS Credit	Credit	VI. Semester	ECTS Credit	Credit	VII.-X Semester	ECTS Credit	Credit
Doctoral Proficiency	30	-	Lecture on Specialized Field	2	-	Lecture on Specialized Field	2	-
			Thesis Proposal	30	-	Thesis Study	30	-
Total	30	-	Total	32	-	Total	32	-

Note: Students accepted in spring semester take the Scientific Research Techniques and the Publishing Ethic course in the second semester and take the seminar in the third semester.

In order to take the defense examination PhD students who are enrolled in our institute since the fall semester of 2015-2016 should have at least one (1) scientific article related to the thesis published in the journals scanned by the Science Citation Index (SCI), the SCI-Expanded or the AHCI (Art and Humanities Index) or should have the DOI number for the article published in these journals.

Question-Answer: (Frequently Asked Questions)

1- Which courses should a first-time enrolled student choose?

A: Students enrolled in the Fall semester will select 3 elective courses and the Scientific Research and Publication Ethics course.

Students enrolled in the Spring semester will select 3 elective courses and the Seminar course.

There is no maximum course limit. However, if a student fails an extra course they have taken, they must retake and pass that course to meet the success requirements.

2- Which courses should a student in their second semester enroll in?:

A: Students admitted in the Fall semester should enroll in 3 elective courses and the Seminar course in the Spring semester.

Students admitted in the Spring semester should enroll in 3 elective courses and the Scientific Research and Publication Ethics course.

- There is no maximum course limit. However, if a student fails an extra course they have taken, they must retake and pass that course to meet the success requirements.

3- Which courses should a student in their third semester enroll in?:

Students admitted in the Fall semester should enroll in the Doctoral Qualifying course in the Spring semester.

Students admitted in the Spring semester should also enroll in the Doctoral Qualifying course.

- 4- If a student fails their courses (regardless of the number of courses) in the semester they were taken, can they proceed to the Thesis Topic in the following semester?

A: Doctoral students can register for the Doctoral Qualifying exam after successfully completing their courses and seminar.

- 5- After passing the Qualifying Exam, how are course registration procedures handled for the subsequent semester?

A: The student, upon successfully completing the qualifying exam in the semester following their completion, is obligated to register each semester for the specialization course opened by their thesis advisor. They register for the semester under '**Specialization Course**' and '**Thesis Proposal**'.

- 6- After successfully defending the Thesis Proposal Examination, how are course registration procedures handled for the subsequent semester?

A: The student registers for the semester under 'Specialization Course' and 'Thesis Work'.

- 7- Can a student take courses from a different department and program, and what steps should be followed for this?

A: A master's degree or doctoral degree offered in the master's or other master's / master's program or other higher education institutions in which the program is registered with the recommendation of the advisor and the presiding of the department of the department of education, and the decision of the EYK, provided that it has not been taken during undergraduate / Students who are admitted to the undergraduate level of the undergraduate course can take a maximum of two courses

-(For a different department or program within the university) The petition from the student and advisor (stating the reasons) along with the department council decision is submitted to our Institute for consideration by the Institute Board of Directors. If the request for course enrollment is approved by the Institute Board of Directors, **the course will be registered in the student's system by the Institute Student Affairs.**

-**For taking courses outside the university**, the student contacts the university from which they wish to take courses and submits a petition stating their request to take courses in their registered department. The petition from the student and advisor is reviewed by the department council and then submitted to the Institute for consideration by the Institute Board of Directors. If a positive decision is reached by the Institute Board of Directors, inter-university correspondence is conducted to have the courses the student wishes to select defined in the student's system by the Institute Student Affairs.

-Students who will take courses from a different department, master's program, or doctoral program at another institution can optionally choose the appropriate tab in the course registration option available in OGRIS to record their incomplete course registration. The course that the student wishes to take, along with the petition from the student and advisor, and the department council decision, are sent to our Institute. After being discussed in the Institute Board of Directors, it is processed into the automation system by the student affairs department.

*8- What steps should be followed for a student to repeat a course?**

A: Course repetition ARTICLE 31 - (Amended: RG-5/8/2021-31559) (1) The student must retake and pass the courses they have failed in the semester they are offered, and the courses are counted in the semester in which they were failed. If a course is retaken due to failure, attendance requirement is not mandatory. However, attendance requirement is necessary in case of failure due to absenteeism. In case of failure due to absenteeism, attendance requirement is necessary. However, the student can, with the approval of their advisor, take another elective course in place of the elective course they failed, or another course from the mandatory course package (except for the Scientific Research Techniques and Publication Ethics course) if available, instead of retaking the failed course. If the student takes a new course in place of the failed course, attendance requirements apply to the new course as well. In the case of practical courses, even if the student has fulfilled the attendance requirement previously, attendance will be required when retaking the course if failed.

Furthermore, doctoral program students with course repetitions can, under the scope of Article 47, second paragraph, replace a failed mandatory course with a similar content course upon recommendation from their advisor, approval from the department council, and decision by the Institute Board of Directors. They can also take another course from a different higher education institution in place of an elective course without semester restrictions.

**Since the compulsory elective courses offered in our Institute's Departments at both the Master's and Doctoral levels have been transferred to the elective course pool by the Senate's decision numbered 2024/62 dated 07.03.2024, according to the updated Education and Training Plan approved by our University Senate's decision numbered 2024/17-95 dated 06/05/2024;*

NON-THESIS MASTER'S PROGRAM

- A non-thesis master's program consists of a minimum of ten courses and the Semester Project course, totaling at least thirty credits and 60 ECTS credits.

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- The Semester Project is evaluated as pass or fail without credit, and it carries 2 ECTS credits.
- The education and training plan for Non-thesis Master's programs at the Institute of Science is as shown in the table below.

I. Semester	ECTS Credit	Credit	II. Semester	ECTS Credit	Credit
Elective Courses	6	3	Elective Courses	6	3
Elective Courses	6	3	Elective Courses	6	3
Elective Courses	6	3	Elective Courses	6	3
Elective Courses	6	3	Elective Courses	6	3
Elective Courses	6	3	Elective Courses	6	3
			The Semester Project	2	-
Total	30	15		32	15

NOTICE TO STUDENTS ADMITTED UNDER THE AMNESTY

Students admitted under the amnesty must take the Seminar and Scientific Research Techniques and Publication Ethics courses if they have not taken them before.

They should select the Scientific Research Techniques and Publication Ethics course and Seminar in the Fall Semester of the 2023-2024 Academic Year. (See also: Course repetition ARTICLE 31 - (Amended: RG-5/8/2021-31559))

Students who have never passed any course before and have gained admission rights do not undergo adaptation. They directly adhere to the current Education and Training Plan.

For students in Master's programs who have completed their courses but have not proposed a thesis, adaptation is applied to the completed courses, and the student registers for "Thesis Proposal/Thesis Work/Special Topics."

Students who have not previously taken the Seminar course but were discontinued during the thesis stage can take the Seminar course along with Thesis Work and Special Topics (Specialized Area Course in Doctoral Programs).