

**TESTING OFFICE**  
**STUDENTS OF THE SCHOOL OF FOREIGN LANGUAGES – DEPARTMENT OF**  
**FOREIGN LANGUAGES**  
**(PREPARATORY SCHOOL)**

Five groups of students are registered at the Department of Foreign Languages (Preparatory School).

**Compulsory Education at Prep. School:**

- Students of the Faculty of Agricultural Sciences and Technologies (the mean of the education is 100% English)
- Students of Faculty of Education - English Language Teaching (the mean of the education is 100% English)
- Students of Faculty of Arts and Sciences - English Language and Literature (the mean of the education is 100% English)
- Students of Niğde Vocational School of Social Sciences – Applied English Translation Program – (the mean of the education is 100% English)

**Voluntary Education at Prep. School:**

- Students of other faculties, schools, or graduate programs (the mean of the education is Turkish). The students of these faculties, programs, and schools register at the Prep School on a voluntary basis so they do not have to pass the program at the end of the academic year. Either they pass the Prep school or not, they will register at their departments the following academic year. For those who have passed the Prep School Program, it will be officially stated in their transcripts that they have successfully completed a one-year English Preparatory program.

**ACHIEVEMENT AND FAILURE CRITERIA AT THE SCHOOL OF FOREIGN  
LANGUAGES FOREIGN LANGUAGES DEPARTMENT**

- Students who have obtained a minimum score of 60 in the YDS (Foreign Language Exam) within the last three years or who can provide documentation of achieving an equivalent level of score in national and international exams recognized by the Center for Evaluation, Selection and Placement (ÖSYM) will be exempt from compulsory English education at the Preparatory School and will register at their departments. They have to provide the official documents verifying their scores to the School of Foreign Languages by the end of the add-drop week, announced on the university website.
- Students who have successfully passed the prep school program of any other universities will also be exempt from this program on condition that they provide written and official documents verifying this situation. They also have to provide the official documents verifying their scores to the School of Foreign Languages by the end of the add-drop week, announced on the university website.
- Students who score at least 60 on the Proficiency Exam, administered at the beginning of each academic year (September), will be exempt from compulsory English education

and will register at their departments. The proficiency exam is graded out of 100 points, and the exam for the departments of the Faculty of Agricultural Sciences and Technologies and Vocational School of Social Sciences - Applied English Translation Program covers primarily B1 level, and English Language Teaching and English Language and Literature B2 level based on CEFR.

- Those who cannot pass the aforementioned exams will register at the Prep-school and study English for at least one academic term and, at most, two academic years. Those who cannot pass the program due to absence for over 20% of their class hours or failure during the terms and at the final and proficiency exams will be deregistered.

**The achievements of the students who register at the Prep School will be evaluated based on the following criteria:**

- **1st Term:** Throughout the first term, the students will be tested and evaluated using four main types of assessment. 25% of all these assessment types will be added, and the students will have a score out of 100.
  - Midterm 1 (x25%)
  - Midterm 2 (x25%)
  - Quiz Average (x25%)
  - Portfolio (x25%)
- **2nd Term:** Throughout the second term, the students will also be tested and evaluated using four main types of assessment. 25% of all these assessment types will be added, and the students will have a score out of 100.
  - Midterm 1 (x 25%)
  - Midterm 2 (x 25%)
  - Quiz Average (x 25%)
  - Portfolio (x 25%)
- **End of Year:** The mean of the two academic terms will be the end-of-year achievement scores of the students. 60% of this score (out of 100) will be included in the ultimate achievement score of the students. Those with scores of at least or more than 75 as the end of the year grade will not take the final exam, and they will register at their departments.
- **Final Exam:** This exam will be administered at the end of the academic year, and the students who have not failed due to absenteeism by that time and the ones who have at least 33 as their End of Year grade will take the exam. The exam is parallel to the proficiency exam (out of 100 points) and covers mainly B1 and B2 levels based on CEFR. The students should get at least 50 out of 100 for their ultimate scores to be calculated. 40% of this score will be included in the ultimate achievement score of the students.

- **Retake Exam:** The students who could not take the final exam due to a doctor's written order or a formal justification document can take this exam, and students who have not succeeded in the Final Exam can also participate. This exam will be administered one week to ten days after the final exam. It is parallel to the final exam (out of 100 points) and covers primarily B1 and B2 levels based on CEFR. 40% of this score will be included in the ultimate achievement score of the students.
- **The Ultimate Achievement Score:** The minimum score to pass the prep school is 60 (out of 100). It is calculated by adding the 60% of the End of Year score and the 40% of the Final or Retake Exam.

**The Testing Office is responsible for preparing and administrating all the aforementioned exams.**

**The Testing Office is responsible for the following exams:**

- **Proficiency Exam:** Administered at the beginning of the first and second academic terms. It is graded out of 100 points. It includes "Use of English and Vocabulary and four skills: Listening, Speaking, Reading, and Writing". It covers primarily B1 and B2 levels based on CEFR. In order to be able to take the Spring Term Proficiency Exam, students should not have failed due to absenteeism by that time, and their First Term score should be at least 80.
- **Placement Exam:** Administered the next day after the Proficiency Exam at the beginning of the first academic term. It is graded out of 100 points. It includes "Use of English and Vocabulary and four skills." It covers the same number of questions under four sections, namely A1, A2, B1, and B2 levels, based on CEFR. The scoring criteria differs from the other exams as the students' exam papers will be scored under the four sections, and they will have to get a minimum score out of one section to be placed into the next (higher) level of the classroom.
- **Midterms:** 2 Midterm Exams are administered each term, in the eighth week of the academic term and the week following the fifteenth academic week (a total of 4 midterm exams throughout the academic year). They are graded out of 100 points. They include "Use of English and Vocabulary and four skills." They cover the objectives related to the units and topics studied by the exam weeks.
- **Make-up Exams:** The students who could not take the midterm exams due to a doctor's written order can take this exam. This exam will be administered one week to ten days after the midterm exam. It is parallel to the midterm exam.

- **Final Exam:** Administered at the end of the second academic term. It is graded out of 100 points. It includes “Use of English and vocabulary and four skills – Listening, Speaking, Reading, and Writing-”. It covers primarily B1 and B2 levels based on CEFR.
- **Retake Exam:** The students who could not take the final exam due to a doctor’s written order can take this exam. This exam will be administered one week to ten days after the final exam. It is parallel to the final exam (out of 100 points) and covers all primarily B1 and B2 levels based on CEFR. 40% of this score will be included in the ultimate achievement score of the students.
- **Pop Quizzes:** Pop quizzes will be administered throughout the academic year. The time of the quizzes will not be announced to the students. They include “Use of English and Vocabulary, Reading, Listening and Writing respectively, which means one quiz will include a listening section and the following one will include a writing section instead of listening.” They will cover the objectives related to the units and topics studied by the quiz date.

