

## 2018-2019 Fall Term

### Announcement for Registration Renewal

Required processes for registration renewal is explained as below:

<https://oim.yasar.edu.tr/wp-content/uploads/2018/09/2018-2019guzders.pdf>

- 1- Courses will be commenced on Monday, **24th of September 2018** for 2018-2019 Academic Year Fall Term.
- 2- Tuition fee payment for 2018-2019 Fall is made between the dates of **10-21st of September 2018**. The amount could be inquired from <https://yupos.yasar.edu.tr/odeme-bilgilendirme/>
- 3- Course selection process for students will be commenced on 19th of September 2018 and finished on 23rd of September 2018 according to the class years mentioned on the dates and hours within the annexed chart. During above-mentioned days, students could make course selection from the system and could add or drop courses more than one time without the approval of the academic advisor.
- 4- Academic advisors will approve the course registrations of all the students who have chosen their courses until the end of the business day between the dates of 25-26th of September 2018. Students are advised to receive consultancy from their advisors about course adjustments due to curriculum change.
- 5- Course registrations could only be done by the academic advisors from the date of 26th of September 2018 and could only be possible at one time between the dates of 1 – 3rd of October, 2018.
- 6- Elective courses that do not have sufficient number of registered students will be notified to the related academic units and the registered students of those courses on 28th of September 2018 by Student Affairs Directorate. Those students will go to their academic advisors for a course change between the dates of 1-3rd of October 2018.
- 7- All associate, bachelor and postgraduate students are required to make course registrations. (Incl. Full scholarship students).
- 8- Preparatory year students do not need to make registration renewal on the system following the payment for the term.

### COURSE REGISTRATIONS RULES

Article No 19 of Education and Examination Regulation for Associate and Bachelor Degrees – (1)  
An academic advisor is attached to every student by the Head of Department of enrolled program. Registration renewals, individual course plan development and course add-drop transactions are done within the advisory of academic advisor. Students are responsible for the errors and deficiencies of the registration transactions.

- 1- Course load of the current students for both terms of 2018-2019 Academic Year is 40 ECTS at most (excl. internship course). Students who will register to their departments for the first time (incl. undergraduate and external transfer students) could only choose the identified courses within their curriculum at both of the terms.
- 2- Course load of the first two terms for Undergraduate and External Transfers is 30 ECTS at most. If their advisors approve it, they could be given courses from the upper classes. Limitation is 40 ECTS at most. (Students of those statuses could only register to the courses they need to take exceeding 30 ECTS through their advisors on course add-drop week.)
- 3- Student Statutes to be specified as per grade point average (successful, probational and failed) and credit limitations to be specified according to those statutes shall not apply at 2018-2019 Academic Year, either.

- 4- A student could only choose 20 ECTS at least and 40 ECTS at most. However, minimum credit limitations are not sought for the students who could not complete their education for eight terms at bachelor degree or two years at associate degree or at graduation phase.
- 5- Attendance for all courses is compulsory and the programs of the courses chosen for the first time cannot be overlapped.
- 6- Courses with marks (F) or (U) should be taken again within the following term in which mentioned courses are open. Should courses with marks (F) or (U) overlap with the courses to be taken first time, students could register the courses with marks (F) or (U). Therefore, attendance condition is not sought for those students. However, those students should participate to all examinations and assignments. If the reason of the re-take is due to (NA) mark, courses with (NA) mark is exempted from this implementation. As well, courses like project, studio, laboratory, final project in which assessment and evaluation is done during the course are exempted from this implementation. The courses are determined with the board decision of the academic unit.
- 7- In case of fee difference at transactions and/or course changes of the students who are not due to term fee between the dates of 19th September – 3rd of October 2018 (students whose courses are less than 20 ECTS in total or “leap year” students who exceed their regular educational period);
  - a) Registration is not confirmed in existence of an unpaid debt at student account. You could calculate the exact amount upon selecting courses on your screen (Valid only for the “leap year” students who exceed their regular educational period)
  - b) Students who do not exceed their regular education period however to be graduate candidates upon registering courses with 20 ECTS or lower at the related period should apply to Student Affairs Directorate with a petition.
  - c) If a refund amount remains following add-drop transactions within add-drop week, registration process is completed and the amount is refunded by Financial Affairs Directorate (Valid only for the students who are not due to term fee)

Due to heavy telephone traffic during course registration period, answering all our students is technically impossible on the phone. Thus, if you could send us your queries through [oim@yasar.edu.tr](mailto:oim@yasar.edu.tr) we will return to your e-mail with the related information as fast as possible.

OIBS system functions in terms of “Education and Examination Regulation for Associate and Bachelor Degrees” articles. Students are advised to review the articles from <http://www.yasar.edu.tr/files/Yonetmelik-Yonerge/24086457168706883205.pdf>

	DERS KAYIT HAFTASI (19-23 EYLÜL 2018)					DERSLERİN İLK HAFTASI (24-28 EYLÜL 2018)							DERSLERİN İKİNCİ HAFTASI (1-3 EKİM 2018)		
	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY
07:00-08:00	4th YEAR (VOCATIONAL SCHOOL 2nd YEAR) COURSE REGISTRATIONS	4th and 3rd YEARS (VOCATIONAL SCHOOL 2nd YEAR)COURSE REGISTRATIONS	ADMISITRATIVE OPERATIONS (OBS CLOSED)	COURSE REGISTRATIONS FOR ALL CLASSES (STARTS AT 10.00 ON FRIDAY AND CONTINUES TILL 24:00 ON SUNDAY)		ADMISOR APPROVAL (S/HE ADDS AND/OR DROPS COURSES ON TUESDAY, WEDNESDAY) 08.00-17.00 (Student Course Registration Screen is open till 12.00)			ADMISITRATIVE OPERATIONS FOR COURSES TO BE CLOSED (OBS CLOSED)		OBS CLOSED		ADMISOR APPROVAL (S/HE ADDS AND/OR DROPS COURSES) 08.00-17.00		
08:00-09:00															
09:00-10:00															
10:00-11:00		ADMISITRATIVE OPERATIONS(OBS CLOSED)	COURSE REGISTRATIONS FOR ALL CLASSES												
11:00-12:00															
12:00-13:00															
13:00-14:00	ADMISITRATIVE OPERATIONS(OBS CLOSED)														
14:00-15:00	1st and 2nd YEARS COURSE REGISTRATIONS														
16:00-24.00	4th and 3rd YEARS (VOCATIONAL SCHOOL 2nd YEAR) COURSE REGISTRATIONS														

**\*\* COURSE REGISTRATIONS FOR ALL CLASSES WILL BE OPEN TO THE GRADUATE SCHOOLS**