

2018-2019 Spring Term

Announcement for Registration Renewal

Required processes for registration renewal is explained as below:

- 1- Courses will be commenced on Monday, **4th of February 2019** for 2018-2019 Academic Year Spring Term.
- 2- Tuition fee payment for 2018-2019 Spring Term is made between the dates of **29th of January-3rd of February 2019**. The amount could be inquired from <https://yupos.yasar.edu.tr/odeme-bilgilendirme/>.
- 3- Course selection process for students will be commenced on 30th of January 2019 and finished on 3rd of February 2019 **according to the class years mentioned on the dates and hours within the annexed chart**. 3rd and 4th year undergraduate and Vocational School students who made course selection process on 30th of January, 2019 could add or drop more than one course without the approval of the academic advisor only once a day till 3rd of February, 2019.
- 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 4th-6th of February 2019. 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 6th of February 2019 and could only be possible at one time between the dates of 11th – 13th of February, 2019.
- 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 8th of February 2019 by Student Affairs Directorate. Those students will go to their academic advisors for a course change between the dates of 11th-13th of February 2019.
- 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 Associate and Undergraduate Degree Education and Examination Regulation – (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 vertical 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 Vertical 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 30th of January – 13th of February 2019 (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 we will return to your e-mail with the related information as fast as possible.

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