

BEYKOZ UNIVERSITY
EXEMPTION IMPLEMENTATION PRINCIPLES FOR THE GENERAL
ENGLISH COURSES GIVEN IN UNDERGRADUATE/ASSOCIATE
DEGREE PROGRAMS

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The goal of these implementation principles is to regulate the exemption principles for the following general English courses (English I-II-III-IV) given by the Beykoz University School of Foreign Languages as part of the undergraduate/graduate degree programs for which the medium of instruction remains Turkish and Advanced English I-II as part of the undergraduate/graduate degree programs for which the medium of instruction remains English.

The Exemption application principles have been prepared on the basis of Article 7 of the Regulation on Foreign Language Teaching and Principles to be followed in Teaching in a Foreign Language in Higher Education Institutions numbered 29662 and the relevant article of Beykoz University Undergraduate and Associate Degree Education-Training Regulation

Principles for Exemption from General English Courses

Exemption from Undergraduate/Associate Degree Programs is possible in two ways:

- 1) Getting one of the scores valid according to the Table 1 and 2 from the “English Exemption Test” to be exempt from that course in line with the medium of instruction.
- 2) Getting the score set for exemption from the English Proficiency Test given by the English Preparatory Program. (see Table 1 and Table 2).

Principles for Implementing Exemption from General English Courses

- 1) Newly registered students of Beykoz University and all students attending these programs can apply for the exam to be exempt from General English courses.
- 2) Applications for the exemption exam are made on the dates specified in the academic calendar, through the Education and Training Information System (EÖBS).
- 3) Exemption exam applications are accepted for the courses of the relevant academic year; the exemption exam for upper-class courses is applied at the beginning of the academic year in which those courses will be opened.

Students who fail the courses of the relevant academic year can take the exemption exam, which will be opened at the beginning of the next academic year, if they wish.

- 4) The exemption right to be obtained by the students who will take the exemption exam is valid only for the courses specified in their application.
- 5) The exemption exam for students attending university is given at the beginning of the Fall Semester while it is given at the beginning of the Spring Semester to the students in the following situations:

- a) Students who attended the optional English Preparatory Program in the Fall Semester but

failed and wish to start their education in the Spring Semester.

b) Students who will freeze their registration for the Fall Semester and start their program courses in the Spring Semester.

c) Students who will start their education in a program of the University with an inter-institutional transfer at the beginning of the Spring Semester.

6) A student has the right to take the exemption exam for the same course only once in an academic year.

7) There is no make-up exam right for exemption exams.

8) Exam schedules are announced after the applications for the exemption exam are completed.

9) The right to take the exemption exam is not granted for the courses that are successfully completed by continuing the courses.

10) Exemption exam is not given for general English courses that are included as elective courses.

Exemption by the English Proficiency Test Given by the English Preparatory Program

1) The English Proficiency Exam grades of the students who have passed the English Proficiency Exam given by the English Preparatory Program and have earned the right to be exempted from the undergraduate/associate degree General English courses by obtaining the score determined for the exemption are recorded on the Preparatory transcript and in the area reserved for the exemption exam grades in the student's department transcript; "exemption right student announcement" is realized with this process at the same time.

2) The right to be exempted from the English Preparatory Program English Proficiency Exam is valid for the general English courses (English I, English II, English III and English IV) taught in the Turkish-medium Undergraduate/Associate Programs and the general English courses (Advanced English I and II) given in the English-medium Undergraduate/Associate Programs.

Announcement of the Exemption Test Result and Objections:

1) The results of the test are announced within 3 (three) working days following the end of the test.

2) The objections to the test results are made to the Directorate of the School of Foreign Languages.

Principles for Evaluation of the Exemption Test:

1) The highest score to be attained from the test is 100. The Exemption Grade Scale is shown below and includes explanations for the scores attained from the test.

TABLE 1- EXEMPTION SCORE SCALE FOR THE GENERAL ENGLISH COURSES IN THE TURKISH-MEDIUM UNDERGRADUATE/ASSOCIATE DEGREE PROGRAMS -							
ABSOLUTE GRADE				LETTER GRADE	NUMBER GRADE	MEANING	EXPLANATION
ENGLISH I	ENGLISH II	ENGLISH III	ENGLISH IV				
85 - 100	90 - 100	90 - 100	95 - 100	AA	4	PERFECT	EXEMPT
71 - 84	80 - 89	80 - 89	86 - 94	BA	3,5	VERY GOOD	EXEMPT
60 - 70	70 - 79	73 - 79	80 - 85	BB	3	GOOD	EXEMPT
50 - 59	60 - 69	66 - 72	71 - 79	CB	2,5	MEDIUM	EXEMPT
40 - 49	50 - 59	60 - 65	66 - 70	CC	2	ADEQUATE	EXEMPT
0 - 39	0 - 49	0 - 59	0 - 65	FF	0	FAIL	NOT EXEMPT

TABLE 2- EXEMPTION SCORE SCALE FOR THE GENERAL ENGLISH COURSES IN THE ENGLISH-MEDIUM UNDERGRADUATE/ASSOCIATE DEGREE PROGRAMS -							
ABSOLUTE GRADE				LETTER GRADE	NUMBER GRADE	MEANING	EXPLANATION
ADVANCED I		ADVANCED II					
96 - 100		98 - 100		AA	4	PERFECT	EXEMPT
91 - 95		95 - 97		BA	3,5	VERY GOOD	EXEMPT
86 - 90		90 - 94		BB	3	GOOD	EXEMPT
80 - 85		86 - 89		CB	2,5	MEDIUM	EXEMPT
75 - 79		80 - 85		CC	2	ADEQUATE	EXEMPT
0 - 74		0 - 79		FF	0	FAIL	NOT EXEMPT

a) A student who receives one of the letter grades of AA, BA, BB, CB, CC as a passing grade in a course is deemed to have succeeded in that course.

b) Students who have obtained an exemption with the English Proficiency Exam grade given by the English Preparatory Program, but who have also received an exemption grade by taking the English Exemption Exam, have the "highest grade" of the points they get in both cases (the courses that will be mutually exempt in both achievements) accepted for exemption.

c) The exemption grades of the students who have studied in the English Preparatory Program and have been successful in the exemption grade scales specified in Tables 1 and 2 above can be transferred by evaluating the exemption grade of the course in the program they transferred to.

ç) Students who enroll in the optional English Preparatory Program and pass the proficiency exam

without having studied at all and continue to the first year of their program can be exempted from the General English courses not with these grades but by the score they get from the exemption test they will get if they wish so.

Waiving the gained right of exemption

- 1) If students who have obtained exemption rights want to give up these rights, they are required to announce their exemption exam results with a petition stating that they are responsible for their wishes and academic losses within the next 5 (five) business days and must apply to the Student Affairs Office of the academic unit where they are students. (If exempted by the English Preparatory Program Proficiency Test result, they need to apply within the next 5 days following their grades being recorded on their transcripts.) A student who has given up the right to be exempt is not granted the right to be exempt again. However, if the students who want to regain the exemption right fail the relevant course(s) in the academic year they continue, these students are given the right to take the exemption exam that will be opened in the next academic year.
- 2) When an application is made to waive the exemption gain, this request is accepted for all courses for which the waiver application is made.
- 3) If the registration is frozen in the semester in which the exemption is obtained, immediately after gaining the exemption, the student loses the right to gain exemption in this semester.