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| **SCIENTIFIC PREPARATORY PROGRAM REGISTRATION FORM** |

1. **TO BE FILLED BY THE STUDENT**

**To the Registrar’s Office,**

**Student’s**

Name, Surname: Student Number:

Department/Program: Mobile Phone Number:

E-mail: Date: Signature:

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| 1. **TO BE FILLED BY THE PROGRAM COORDINATOR.**  |  |  |  | | --- | --- | --- | | **The Courses To Be Taken By The Student In The Scientific Preparation Program In The Term Specified** | | | | **CRN** | **Code of the Course** | **Name of the Cpurse** | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |

Program Coordinator

(Name, Surname, Signature, Date)

**EXPLANATIONS:**

* The candidates, whose qualifications are specified in the relevant article of the "ITU Graduate Education and Training Regulation", can take courses that have been accepted by the recommendation of the relevant program executive board, the approval of the head of the department and the decision of the institute board of directors, and the graduate scientific preparation program can be applied. The following conditions are valid in the scientific preparation program.
* Compulsory courses to be taken in scientific preparation programs cannot replace the courses required to complete the related graduate program. A student in the preparatory program can take courses at graduate level as well as preparatory courses with the recommendation of the relevant program executive board.
* Scientific preparation courses are taken without credit and the regulations of the "ITU Undergraduate Education and Training Regulation" are applied for these courses. However, the grade of each course must be at least CC. Conditionally passing grades (DD and DC) in undergraduate education are considered unsuccessful in the graduate scientific preparation program.
* The time spent in the scientific preparation program (fall and spring academic terms) is one calendar year at most. It is not included in the duration of the master's and doctoral / master of arts program and cannot be extended except for semester leaves. Students who fail to complete the scientific preparation program within this period are dismissed from the University.
* In the following semester, the student can take another course to be offered by the program executive board instead of the course that s/he failed in the first semester.

**III. REGISTRAR’S OFFICE**

NAME, SURNAME, DATE, SIGNATURE (Course registrations are done).



\* Registrar's Office processes your personal data limited to the purposes specified in the Law within the scope of the Law No. 6698 on the Protection of Personal Data. You can reach the clarification text on the subject by using the QR code or the link below.

<http://www.sis.itu.edu.tr/EN/KVKK/clarification-text.php>