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| **SPECIAL STUDENT REGISTRATION AND COURSE INFORMATION FORM**  |

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

TO THE REGISTRAR’S OFFICE,

**Student’s;**

Name Surname:

The University or Program the student is registered at: Semester :

Mobile Phone Number: E-mail:

Date: Signature:

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| **CRN** | **Course Code** | **Course Name** | **Credit** | **Faculty Member****Name and Surname** | **Faculty Member****Signature** |
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**Note:** Guest Students from other Universities are required to bring a letter of approval from the University they came from.

The student who wants to register for the courses taught in English must have one of the documents showing the English proficiency specified in the Senate Principles.

**EXPLANATIONS:**

Special students are admitted to graduate courses with the recommendation of the program executive board, the approval of the lecturer, the head of the institute/department and the board of institute.

* The student who wants to register for the courses taught in English must have one of the documents showing the English proficiency specified in Article 32. Special student cannot do a thesis.
* The special student candidate must have completed at least one semester in the program in the higher education institution s/he is enrolled in and her/his GPA must be at least 3.00 out of 4 or equivalent to 3.00 out of 4 in other grading systems according to the ITU Exemption and Adjustment Procedures Grade Conversion Table.
* Being a special student does not grant the right to enroll in any graduate program of Istanbul Technical University. Special students cannot benefit from student rights, but can benefit from academic facilities.
* Special student complies with ITU Graduate Education Regulations and Senate Principles. This student is given a document showing her/his success at the end of the semester.
* Being a special student is not an education aimed directly at obtaining a degree in the relevant program and its duration cannot exceed two semesters.

**III. REGISTRAR’S OFFICE**

NAME, SURNAME, SIGNATURE, DATE (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>