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| **SCIENTIFIC PREPARATION PROGRAM REGISTRATION FORM** |

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

**mailTO THE STUDENT AFFAIRS DEPARTMENT;**

**Students;**

Name Surname: No:

Department/Program: Phone Number:

E: Date: Signature:

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| 1. **TO BE FILLED IN BY THE PROGRAM COORDINATOR.**  |  |  |  | | --- | --- | --- | | **Courses to be Taken by the Student in the Specified Period within the Framework of the Scientific** | | | | **CRN** | **Course No** | **Course Name** | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |

Program Coordinator

(Name, Surname, Signature, Date)

**DESCRIPTIONS:**

**•** A postgraduate scientific preparation program can be applied to candidates whose qualifications are specified in the relevant article of the "TUGUZ Graduate Education and Training Regulation" by taking courses accepted with 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. The following conditions apply in the scientific preparation program.

• Compulsory courses to be taken in scientific preparation programs cannot replace the courses deemed necessary to complete the relevant graduate program. In addition to the preparatory courses, a student in the preparatory program can also take graduate level courses with the recommendation of the relevant program executive committee.

• Scientific preparation courses are taken without credit and the provisions of the "TUGUZ Undergraduate Education and Training Regulation" are applied for these courses. However, the passing grade for each course must be at least CC. Those who have "conditionally pass" grades (DD and DC) in their undergraduate education are considered unsuccessful in the postgraduate scientific preparation program.

• The period to be spent in the scientific preparation program (fall and spring academic semesters) is one calendar year at most. It is not included in the duration of the master's degree and doctorate/art proficiency program and cannot be extended other than semester leaves. The student who cannot complete the scientific preparation program within this period will be dismissed from the University.

• The student may take another course proposed by the program executive committee in the following semester instead of the course that he/she took in the first semester and failed**.**

**III. STUDENT AFFAIRS DEPARTMENT NAME SURNAME, SIGNATURE, DATE**

**(Course registrations have been made.)**