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**TED UNIVERSITY  
REGULATIONS FOR DOUBLE MAJOR PROGRAMS (DMP)  
SECTION ONE**

**Objective, Scope, Basis and Definitions**

**Objective**

**ARTICLE 1** – (1) The objective of this document is to regulate the principles of Double Major Program (DMP), which will enable students who show high merit in their undergraduate study in a program at TED University to receive a bachelor's degree in a second field at the same time.

**Scope**

**ARTICLE 2** – (1) This document covers the provisions on the implementation of DMP student admission and registration procedures at TED University.


**Basis**

**ARTICLE 3** – (1) These regulations are based on TED University Regulations on Undergraduate Study and the Regulations on Transfer between Associate and Undergraduate Degrees at Higher Education Institutions, Double Major Programs, Minor Degree Programs and Credit Transfer published on the Official Gazette on 24.04.2010, No. 27561.

**Definitions**

**ARTICLE 4** – (1) Definitions of certain terms used in this document:

- a) Major: The undergraduate program in which students are registered at TED University by being placed through the Student Selection and Placement Exam (ÖSYS) or equivalent, or by being admitted through transfer.
- b) Double Major/DMP: An additional undergraduate program in which the students, who show merit in their own program, are registered at TED University.
- c) GPA: Grade Point Average.
- d) Relevant Faculty Board: TED University faculty boards.
- e) Relevant Administrative Board: TED University faculty administrative boards.
- f) RO: TED University Registrar's Office.
- g) Rector: TED University Rector.
- h) Senate: TED University Senate.
- i) University: TED University.
- j) Minor Degree Program/MDP: An additional minor degree certificate program in which the students, who show merit in their own program, are registered at TED University.
- k) Regulations: TED University Regulations on Undergraduate Study.

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## SECTION TWO

### Principles Regarding Education

#### Program principles, quotas and advisory

**ARTICLE 5** – (1) The double major programs are to be opened upon proposal of the respective departments and the decision by the relevant faculty board and the University Senate.

(2) DMP quotas are determined by the recommendation of the relevant faculty administrative board and the decision of the Senate within the scope of the relevant regulations. It is announced by the RO.

(3) Quotas are designated for a single academic year. The distribution between semesters can be arranged based on applications.


(4) The principles used in major programs are also valid for the implementation of the DMP, curriculum changes and adjustment.

(5) DMP is an undergraduate program independent of the major program in which the student is registered.

(6) Students cannot enroll in more than one DMP program at the same time. However, students can enroll in a MDP in a different field other than the DMP in addition to the major and double major programs at the same time.

(7) The advisors of both the major degree and the double major degree programs are to prepare the study program of the students admitted to the DMP in collaboration. The below mentioned principles are to be taken into consideration in the preparation of the program:

- a) The students who attend the DMP must take all the courses of the both major programs.
- b) After starting the DMP, the student must take the higher credit one between the courses common in both programs.
- c) The total course credits that students who have the right to enroll in the DMP can enroll in major and the second major programs in a single semester are 8 credits plus the normal course load of the major program. Common courses in the two major programs are treated as a single course in the course load calculation.
- ç) Elective courses of the DMP are selected under the supervision of advisors; Courses deemed appropriate by the major program can be taken.
- d) If the student has to perform an internship program for the second major degree program, the terms of this program are determined by both advisors.

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### **Application conditions**


**ARTICLE 6 – (1)** Application conditions for DMP are as listed below.

- a) To have completed successfully all the courses taken in the major program before the application period,
- b) A minimum GPA of 2.70,
- c) To be in the top 20% of the major program in the relevant class in terms of success ranking; otherwise, to have achieved an exam score equal to or above the ÖSYS score for the target program in the relevant year,
- d) To be at the beginning of the third semester at the earliest, at the beginning of the fifth semester at the latest, as of the semester the student had enrolled in the major program,
- e) To have met the success-ranking requirement of the relevant program determined by the CoHE (for those programs which sought ÖSYS success ranking condition).

### **Application, Assessment, Admission and Adjustment**

**ARTICLE 7 – (1)** Applications for DMP must be submitted to the RO within the window indicated in the Academic Calendar.

- (2) A student can apply for more than one DMP at the same time in the order of preference.
- (3) Among the candidates who have applied for both undergraduate transfer and DMP in the same semester, DMP applications are not processed for those whose transfer applications are accepted.
- (4) Applications are concluded as "accepted" or "rejected" with the recommendation of the department that offers the DMP and by the decision of the relevant administrative board.
- (5) Upon recommendation by the department offering the DMP and the decision by the relevant administrative board, the courses taken by the student in major and/or MDP can be counted towards the DMP. Following issues must be considered when adjusting courses;
  - a) An adjustment form must be prepared,
  - b) In the adjustment form, those courses which will be counted towards the DMP among the courses that the student has taken or exempted from in their major and/or MDP are to be listed by specifying the module groups.
  - c) The courses counted in the program are included in the student's DMP GPA calculations.
- (6) Results are announced on the dates specified in the Academic Calendar.
- (7) Students are required to register for the DMP in the first semester they were admitted. Otherwise, they lose their right to register for the DMP.

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(8) Students must register for the major and DMP courses and receive registration approval from their major advisor.

**Terms of continuation and success in DMP**

**ARTICLE 8** – (1) The students who attend a DMP have to achieve a minimum GPA of 2.00 in their primary undergraduate program in order to continue the program.

(2) During the entire double major study, the student's GPA may drop below 2.00 only for once. The student is considered on leave from the double major program until the student raises their major GPA to 2.00 or above.

(3) A student whose GPA drops under 2.00 second time will be deregistered from the DMP.

(4) A student who does not take courses from the DMP for two consecutive semesters will be deregistered from the DMP. Students in this case may apply to DMP again provided that they meet the required conditions.

**Terms of Graduation**

**ARTICLE 9** – (1) DMP terms of graduation are based on the relevant articles of the TED University Regulations on Undergraduate Study.

(2) DMP students are DMP in the success ranking in their major program.

(3) Students who are entitled to graduate from the major program, but have not completed the DMP, receive their diplomas from the major program and continue their DMP study.

(4) Students who are entitled to graduate from the DMP are not given the related diploma until they are entitled to graduate from their major program.


(5) The maximum period of study for the students who are entitled to graduate from their major program but not from the DMP is the maximum period specified in the Law No. 2547 as of the academic year they had registered at the DMP.

(6) The procedures of students who are entitled to graduate from their major program but could not complete the DMP are carried out by the relevant faculty to which that DMP is affiliated. Students in this case can apply to graduate programs as a continuation of their major program. When these students are entitled to graduate from the DMP, they also receive their diploma of the DMP program.

**Temporary or permanent withdrawal from the DMP**

**ARTICLE 10** – (1) Both programs are evaluated independently of each other when the study is suspended for students who have graduated from their major program, continue to the DMP, and are enrolled in a graduate program.

(2) DMP students can withdraw from the DMP at any time by applying.

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(3) Students who have withdrawn from the DMP can apply for another DMP or an MDP provided that they meet the required conditions.

(4) Courses taken so far from the DMP can substitute the elective courses of the primary major degree program if deemed appropriate by the relevant faculty administrative board for the students who have withdrawn from the DMP.

(5) The student who has withdrawn from the DMP is entitled to receive an MDP certificate, provided that they meet all the requirements of the MDP. Students who have withdrawn without fulfilling the requirements of this program can apply to the relevant MDP if they wish so.

### **Transfer**

**ARTICLE 11** – (1) DMP students cannot transfer to the major program of the department where they attend the DMP without meeting the conditions based on the provisions of the Regulations on Transfer between Associate and Undergraduate Degrees at Higher Education Institutions, Double Major Programs, Minor Degree Programs and Credit Transfer

### **Tuition Fee and Scholarships**

**ARTICLE 12** – (1) Students who take additional courses due to DMP are not required to pay any additional fees for the course load above the credit limit determined by the University Senate.

(2) In case the student graduates from their major and continues the DMP, the admission scholarships specified in the TED University Scholarship Regulations for Undergraduate Students can be extended up to three semesters, During these periods, the student cannot benefit from other scholarships.

### **Transcript**

**ARTICLE 13** – (1) A transcript is given to DMP students for each program they attend. These transcripts contain all the courses of the relevant programs and the GPA determined by the grades of these courses.

(2) The courses taken within the scope of both programs and the courses accepted as equivalent are also included in the transcripts of both programs.

## **SECTION THREE**

### **Miscellaneous and Final Provisions**


#### **Enforcement**

**ARTICLE 14** – (1) This regulation enters into force as of the date of its approval on 06.05.2021.

#### **Execution**

**ARTICLE 15** – (1) This regulation is executed by TED University Rector.

**COURSE LOAD OF MAJOR AND DOUBLE MAJOR/MINOR DEGREE PROGRAM STUDENTS (02.11.2017, THE SENATE 2017-15)**

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The total course credits that students who are entitled to enroll in a DMP or MDP are 8 credits plus the normal course load (17 credits) in one semester in major and DMP/MDP (maximum 25 credits).

The common courses of the major and double major programs are considered as a single course in course load calculation.

#### **SENATE MEETINGS ON THE REGULATIONS AND THEIR AMENDMENTS**

<b>DATE</b>	<b>DECREE No.</b>	<b>EXPLANATION</b>
27.11.2014	2014-13	Regulations on the DMP
02.11.2017	2017-15	Editing contents
06.05.2021	2021-12	Change of the regulations
23.06.2022	2022-13	Article 10 (3)
07.07.2022	2022-14	Article 9 (2)
13.09.2022	2022-19	Article 6 (a)
22.09.2022	2022-21	Article 12 (2)
19.01.2023	2023-03	Article 6 -1 (c)
04.04.2024	2024-12	Article 8 1, 2 ve 3.