DOGUS UNIVERSITY DOUBLE MAJOR AND MINOR DIRECTIVE

(Approved by Senate Decision No. 2022/13 dated 06.06.2022 and Board of Trustees Decision No. 2022/10 dated 06.06.2022)

Purpose, Scope, Basis, Definitions and Basic Principles

Objective

ARTICLE 1 - (1) The purpose of this Directive;

Dogus University

- a) Successful students enrolled in an undergraduate program, if they wish and meet the necessary conditions; undergraduate diploma or minor certificate in a second diploma program,
- b) To determine the principles to be followed for successful students enrolled in an associate degree program to receive an associate degree diploma in a second diploma program if they meet the necessary conditions.

Scope

ARTICLE 2 - (1) This Directive covers the principles to be followed by Doğuş University undergraduate students in Double Major and Minor Programs and associate degree students in Double Major Programs.

Basis

ARTICLE 3 - (1) This Directive has been prepared based on the "Regulation on the Principles of Transferring Between Associate and Undergraduate Programs, Double Major, Minor and Inter-Institutional Credit Transfer in Higher Education Institutions" published in the Official Gazette on April 24, 2010 and Doğuş University Associate and Undergraduate Education and Examination Regulations.

Definitions

ARTICLE 4 - (1) In the Directive;

- a) Double Major Program (DMP): A program that allows students who meet the success requirement and other specified conditions in the major program in which they are enrolled to take courses simultaneously in another program and receive two separate diplomas,
- b) Minor program: A program that allows students who have successfully completed their major program to receive a document (minor certificate) that does not replace a diploma by taking a limited number of courses on a specific subject, provided that they meet the specified conditions,
- c) Weighted Grade Point Average (GPA): The grade point average weighted according to the credits of all courses taken until the semester the student wants to transfer, except the preparatory class,
- d) Program Advisors: In order to prepare the programs and to ensure that they are carried out in accordance with their purpose, a Double Major / Minor advisors for each program approved by the Faculty / School / School Boards and the University Senate.

General Principles: Opening of Programs and Determination of Quotas

ARTICLE 5-(1)-a) Double major program; In undergraduate and associate degree programs, it is determined by the decision of the relevant Faculty / School / School Board and the approval of the University Senate.

- b) A double major program can be opened with the proposal of the Faculty/School/MYO Board and the approval of the Senate. Undergraduate students can enroll in a double major program opened at the associate degree level.
- c) Minor programs are determined by the decision of the relevant Faculty / School Board and the approval of the University Senate to consist of the specialization courses of each program (except internship, graduation study and design / research project courses in undergraduate programs).
 - (2)- a) Double major quotas; The quotas of Law, Health programs and Engineering-Architecture programs are determined by the decision of the Faculty/School/MYO Board and the approval of the University Senate. The quotas of other double major programs are not less than 20% of the quotas of the relevant programs,

- b) YANDAL quotas; For Law, Health programs and Engineering-Architecture programs, the decision of the Faculty / School Board and the approval of the University Senate, the quota of other programs
- It is determined by the decision of the Faculty / School Board and the approval of the University Senate, not less than 10%.
- (3) Program Advisors plan collaboratively and guide students on the courses they will take.
- (4) The advisors prepare the department's / program's DMP / Minor course plan by evaluating the ECTS of the relevant programs, program qualifications, the objectives, content and learning outcomes of the courses. Students can follow the courses they need to take during their education from this plan.
- (5) In the DMP course plan, all courses that the student must take in both the first major and the second major program are written. The course plans approved by the DMP advisors of both majors are discussed and decided by the relevant department/program and board of directors of the second major.
- (6) The course plan approved by the board of directors is notified to the student in return for signature. After this course plan is prepared, the student's request for exemption from any course or the request to take any course outside the plan is not taken into consideration. Unless there is a change in the course plan and contents approved by the Senate in one of the two majors, the double major course plan cannot be changed.
- (7) Students who want to double major in programs that require the requirement of success ranking must have met the success ranking requirement determined by the Council of Higher Education for the relevant program in the year of enrollment in addition to the specified conditions.

Application and Admission Requirements

ARTICLE 6-(1) Application and admission requirements;

- a) Double Major, Minor applications are made by the student through the student automation system on the dates announced in the academic calendar.
- b) Undergraduate programs that bachelor's programs can cross (Annex-1), associate degree programs that associate degree programs can cross (Annex-2), associate degree programs that bachelor's programs can cross (Annex-3).
- c) Students who study in Turkish programs and wish to double major or minor in English programs: must be successful in the English Proficiency Examination of Doğuş University or document that they have been successful in national or international examinations whose equivalence is accepted in the Doğuş University English Preparatory Class Education and Training Regulations, or they must have completed the English Preparatory Education and have language proficiency.
- d) If foreign students wish to double major or minor in programs conducted in Turkish, they must certify that their Turkish language skills are sufficient.
- e) Candidates who apply to the departments of Doğuş University that require special talent must take and pass the special talent exams to be held by the departments/programs in question.
- f) Students can apply to the double major program at the beginning of the 3rd and 5th semester of the major undergraduate program at the earliest and the 5th semester of the associate degree program at the earliest and the 3rd semester at the latest.
- g) In order for a student to apply for a double major program, he/she must have successfully completed all the courses he/she is obliged to take in his/her major program until the semester he/she applies, must have a weighted grade point average of at least 3.00 and must be in the top 20% of the success ranking in the relevant class of the major program.
- h) Students who have a GPA of at least 3.00 out of 4.00 in their major program, but who are not in the top 20% of the relevant class of the major diploma program in terms of success ranking, and who have a score not less than the base score of the program to be double majored in the relevant year can also apply to the double major program. In the evaluation, the students who are in the top 20% of their class and have a higher weighted grade point average are given priority.
- i) The student can apply for a minor program at the beginning of the 3rd semester of the undergraduate program at the earliest and the 6th semester at the latest.

- j) In order for the student to apply for a minor program, he / she must have successfully completed all the credit courses that he / she is obliged to take in the undergraduate program he / she is enrolled in until the semester he / she applies and must have a weighted GPA of at least 2.50 at the time of application.
- k) In case the number of applications exceeds the quota determined with the approval of the University Senate, the student with the higher weighted grade point average is given priority. When the weighted grade point average is equal, the student's score in the university entrance score type of the program in which the student will double major / minor is considered and priority is given to the student with the higher score. (Except for students enrolled with YÖS)
- Applications are decided by the decision of the Board of Directors of the relevant Faculty/School/MYO where that program is carried out.
- m) Students can apply for a maximum of two programs, but cannot enroll in more than one minor program. Students can enroll in different second major diploma programs and minor programs at the same time.
- n) DMP / Minor cannot be done between programs carried out in the same department and in different languages of the same department.
- Formal Education programs, secondary education programs and distance education programs can only do DMP / Minor among themselves.
- p) Departments that take students with Special Talent Examination can only do DMP among themselves (Students with OSYM score are evaluated like other students).
- r) Candidates applying to departments requiring special talent must take and pass the special talent exams to be held by the relevant departments.
- s) Students who are placed with DGS do not have the right to double major in programs that require success ranking. (Law, Architecture, Engineering and Teaching Programs with the decision of the Higher Education Executive Board dated 20.01.2021)

Enrolling in a Course

ARTICLE 7-(1) Enrollment to the course is made through the student automation system with the number given for Double Major or Minor within the framework of the relevant provisions of Doğuş University Associate and Undergraduate Education and Examination Regulations on the dates announced in the academic calendar.

- (2) The courses that students will take during their studies in the major and minor programs (Article 6/1b) are carried out as specified in the major/minor curricula prepared by the relevant unit for the specified programs.
- (3) The ECTS credit load of a student in each semester is 30 ECTS in his/her major. The ECTS credit load in each semester for students with a minor and a double major cannot be more than 45 ECTS in total with their major. The student can distribute the 45 ECTS load according to his/her preference in the major and in the minor.
- (4) Students who graduate from their major programs can take a maximum of 45 ECTS courses per semester in the double major / minor programs they continue.
- (5) Double major programs are monitored by the advisors until the graduation or dismissal of the student in both programs by the relevant board upon the proposal of the relevant department/program.

Double Major Graduation

ARTICLE 8-(1) In order for the student to graduate from the double major program, the weighted GPA of the major must be at least 2.72.

- (2) A student who is entitled to graduate from a double major program is not awarded a "Second Major Diploma" until he/she is entitled to graduate from his/her major program.
- (3) Double major students are required to take the common courses with the same code in the first major program course plan and the second major program course plan from the first major program. The common courses taken from the first major program, which are included in the course plans of both programs, are transferred to the student's second major program transcript at the end of the semester in which they are taken and achieved, together with their grades. The courses transferred with grades to the second major program transcript in this way are included in the student's second major graduation credits and are included in the GPA. Courses transferred with grades in this way cannot be taken again in the second major program in order to raise the grade.

- 4) Students whose major is undergraduate and who are enrolled in the double major program in the associate degree program cannot transfer the courses they take in the associate degree program to the undergraduate program due to the level difference.
- (5) After enrolling in the double major program, students who transfer from their first major program to another program within the scope of intra-institutional transfer are required to complete the common courses in the course plan of the first major program and the course plan of the second major program, the courses that are transferred to the second major program transcript with a grade, but are not in the course plan of the program to which the student has made an intra-institutional transfer, are removed from the second major program transcript. In order for the student to graduate from the second major program, the student must complete the different courses in the first major program course plan, which are not in the second major course plan, and then transfer to the first major program.
- (6) Students who are enrolled in the double major program and who are not successful in the double major program are entitled to receive an associate degree without specifying a field if they request if they provide 120 ECTS in addition to 240 ECTS of their major courses (Higher Education Executive Board decision dated 22/03/2022).

Minor Certificate

ARTICLE 9-(1)Students who have obtained the right to graduate from the undergraduate program they are enrolled in and who have completed the minor program with a GPA of at least 2.00 by succeeding in the compulsory courses defined for them are awarded a "Minor Certificate" at the end of the semester they graduate.

- (2) In the minor program, it is compulsory to take at least 5 (five) courses with a total of not less than 30 ECTS credits, excluding common or equivalent courses.
- (3) The student who successfully completes the minor program is not awarded a "Minor Certificate" until he/she has earned the right to graduate from the undergraduate program in which he/she is enrolled.
- (4) The minor certificate does not provide the rights and authorizations granted by the undergraduate diploma.
- (5) The degree of success in the minor program does not affect the student's success and graduation degree in the undergraduate program in which the student is enrolled in any way. The minor transcript shows the courses taken in the minor programs and the success grades of the courses.
- (6) A student who leaves the double major program is entitled to receive a "Minor Certificate" upon fulfilling all the obligations of the relevant program upon request.
- (7) The undergraduate programs that undergraduate programs can anchor are given in (Annex-1).

Duration of Study in Cross/Minor Program

ARTICLE 10-(1) The education period of students who have the right to graduate from the major diploma program but cannot complete the major program is the maximum period specified in paragraph (c) of Article 44 of Law No. 2547 as of the academic year in which they enrolled in the major program.

- (2) Students who have achieved the right to graduate from the major program but cannot complete the minor program are granted a maximum of two additional semesters with the decision of the relevant administrative boards.
- (3) Students who are considered to be on leave in the undergraduate program they are enrolled in are also considered to be on leave from the major/minor program.
- (4) The programs that can make a major and minor are given in (Annex-1).

Delete Record

ARTICLE 11-

(1) In order for the student to graduate from the double major program, the weighted GPA of the first major program must be at least 2.72 out of 4.00. During the entire double major program, the student's GPA may drop to 2.50 out of 4.00 for one time only. The student whose GPA falls below 2.72 out of 4.00 for the second time is checked at the end of the fall and spring semesters and is deleted from the second major diploma program with the decision of the relevant board of directors.

- (2) The evaluation of the courses taken in the second major program by students who are dismissed from the double major program is determined by the senate. The courses that the student is successful in the second major program that are not accepted in the major program are included in the transcript and diploma supplement without being included in the GPA.
- (3) Students who wish to leave their double major program voluntarily apply to the secretariats of the relevant faculty/school/myo with a petition. For the student who deregisters from the second major program before the course letter grades are formed, only the courses that have already been formed and transferred to the transcript are transferred to the first major program upon the student's request.
- (4) The student who does not take courses from the minor program for two consecutive semesters / semesters is deregistered from the second major diploma program within the week following the add-drop week of the semester / semester in which the registration is not renewed.
- (5) The courses taken in the major program of the student who has previously transferred to the program where he / she has done a major / minor by making an internal transfer and who has deregistered from the major program are transferred to the major transcript and are included in the graduation credit and AGNO of the major program.
- (6) In order to continue the minor program, the student's grade point average in the major program must be 2.29 out of 4.00. The student who fails to meet this requirement is deregistered from the minor program. With the decision of the relevant board of directors, the courses taken in the minor program are shown in the major transcript and diploma supplement with their grades, but without being included in the required graduation credit of the major and without participating in the GPA.
- (7) A minor student may voluntarily leave the program in any semester of the education process. A student who deregisters from the minor program cannot re-register for the same minor program.

Other Provisions

ARTICLE 12- (1) The provisions of "Doğuş University Associate and Undergraduate Education and Examination Regulations" and "Regulation on the Principles of Transferring Between Associate and Undergraduate Programs, Double Major, Minor and Inter-Institutional Credit Transfer in Higher Education Institutions" apply to the issues not covered in this regulation.

Repeal

ARTICLE 13-(1) The DMP Directive approved at the meeting of the University Senate dated 15.12.2011 and numbered 2011/24 and approved at the meeting of the Board of Trustees dated 30.12.2011 and numbered 2011/16 and the YANDAL Directive approved at the meeting of the University Senate dated 15.12.2011 and numbered 2011/24 and approved at the meeting of the Board of Trustees dated 30.12.2011 and numbered 2011/16 are abrogated.

Enforcement

ARTICLE 14-(1) This Directive enters into force on the date it is accepted by the Doğuş University Senate and approved by the Board of Trustees.

Execution

ARTICLE 15-(1) This directive is executed by the Rector of Doğuş University

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Fields denoted by X require proficiency in English.

* Starting from 2023, it has started to accept students with Central Placement. For students enrolled in 2022 and before, an aptitude test is required.

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Fakülteler	ÇİFT ANADAL PROGRAMI Bölümler	Çift Anadal Yapılabilecek Bölümleri	Ağız ve Diş Sağlığı	Anestezi	Aşçılık	Bankacılık ve Sigortacılık	Bilgisayar Destekli Tasarım ve Animasyon	Bilgisayar Programcılığı	Bilgisayar Teknolojisi	Bilişim Güvenliği Teknolojisi	Çoçuk Gelişimi	Dış Ticaret	Dış Ticaret (İngilizce)	Eczane Hizmetleri	Elektrik	Elektronik Teknolojisi	Elektronörofizyoloji	Fizyoterapi	Grafik Tasarımı	Halkla İlişkiler ve Tanıtım	İç Mekan Tasarımı	llk ve Acil Yardım	İnsan Kaynakları Yönetimi	İnşaat Teknolojisi	Internet Ağ ve Teknolojileri	iş Sağlığı ve Güvenliği	Mahkeme Büro Hizmetleri	Makine	Mekatronik	Odyometri	Optisyenlik	Otopsi Yardımcılığı	Patoloji Laboratuvar Teknikleri	Sivil Havacılık Kabin Hizmetleri	Sosyal Hizmetler	Tibbi Dokümantasyon ve Sekreterlik	Tıbbi Görüntüleme Teknikleri	Tibbi Laboratuvar Teknikleri	Turizm ve Otel İşletmeciliği	Web Tasarımı ve Kodlama
		Tür	TYT	TYT	TYT	TYT	TYT	TYT	TYT	TYT	TYT	TYT	TYT	TYT		TYT	TYT	TYT	TYT	TYT	TYT	TYT	TYT	TYT	TYT	TYT	TYT	TYT	TYT	$\overline{}$	TYT	TYT	TYT	TYT	TYT	TYT	TYT	TYT	TYT	TYT
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ndis	Elektrik-Elektronik Mühendisliği	SAY		3		Î	X	Х	X	X					X	X					,				X	X		X	X				Î							
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Mühendislik Fakültesi	Endüstri Mühendisliği (İngilizce)	SAY				Х		Х		X													X			X		X						Х						
	İnşaat Mühendisliği	SAY					X	X	X						X											X		X												
	Makine Mühendisliği (İngilizce)	SAY						Х	Х						X	Х										Х			X											
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	Fakülteler			Fen I	Edebiy	at Fak	ültesi					Sanat	ve Ta	asarım	Fakü	Itesi				Huku	k	İktisa	di ve İ	dari Bi	limler	Fakül	tesi				Mühe	endisli	k Fakü	Itesi			SBYO
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Fakülteler	YANDAL PROGRAMI	Yandal Yapılabilecek Bölümleri	Iletişim Bilimleri	İngiliz Dili Ve Edebiyatı (İngilizce)	Psikoloji (İngilizce)	Psikoloji	Sosyoloji	Ingilizce Mütercim ve Tercümanlık	Türk Dili Ve Edebiyatı	Endüstriyel Tasarım	Gastronomi Ve Mutfak Sanatları	Grafik	Grafik (İngilizce)	İç Mimarlık	Mimarlık	Görsel İletişim Tasarımı	Tekstil ve Moda Tasarımı	Dijital Oyun Tasarımı	Oyunculuk	Hukuk	iktisat (ingilizce)	lktisat	İşletme	İşletme (İngilizce)	Siyaset ve Kamu Yönetimi	Uluslararası İlişkiler (İngilizce)	Uluslararası Ticaret ve İşletmeili (İngilizce)	Yönetim Bilişim Sistemleri	Bilgisayar Mühendisliği (İngilizce)	Elektrik ve Elektronik Mühhendisliği	Endüstri Mühendisliği	Endüstri Mühendisliği (İngilizce)	İnşaat Mühendisliği	Makine Mühendisliği (İngilizce)	Makine Mühendisliği	Yazılım Mühendisliği	Hemşirelik
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blys	Psikoloji (İngilizce)	EA	X	Х	<u> </u>	^	X	X	X		Х					X		+			Х	х	X	X	X	X	X	Х							-	- 8	
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	Türk Dili Ve Edebiyatı	SÖZ	X	X	X	X	X	Х	^		Х	х	Х			X	Х	+	X	+ +	X	х	χ	X	Х	X	Х									7	
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