

## **İZMİR INSTITUTE OF TECHNOLOGY REGULATION ON DOUBLE MAJOR PROGRAM**

### **Objective**

**Article 1.**The objective of the double major program is to ensure that the students who continue their undergraduate programs of their own departments with outstanding performance get education on a second branch for getting the undergraduate degree.

### **Opening of the double major program**

**Article 2.**The opening of the double major program is finalized with the approval of the Senate of the İzmir Institute of Technology upon the proposal of the related department and faculty board. The program is executed with the cooperation of the related departments. The double major program is composed of at least 36 credits.

### **Double major program**

**Article 3.a)** The separation of the student's own undergraduate department and the double major program is essential. Due to the double major program, the success and graduation of the student in his/her program are not affected. The transcript is issued for the double major program.

**b)** The courses to be counted in two programs are examined by the department which is applied for the double major program and they are determined in the decision of the faculty administrative board during the admission of the student to the program. The courses which are counted in two programs are shown in both transcripts.

**c)** The registration cannot be made to more than one double major program at the same time; however the registration can be made at the same time to the double major program and minor program.

**d)** A coordinator is appointed for the double major program by the head of department for helping to assist to the students in determining their double major program and for the execution of the double major program as appropriately to its objective. The coordinator of the double major program realizes his/her duties in contact with the advisors of the students in their own undergraduate program.

e) The student in the double major program can make transfer to the double major program when s/he meets the appropriate conditions for the admission through transfer within the institution in the major program.

f) The students who are admitted to the double major program are subject to the IzTech Regulation on Undergraduate Education and IzTech Regulation on Registration-Admission Affairs.

### **Application and Admission Conditions for the Double Major Program**

**Article 4.a)** The quotas for the double major programs are announced with the decision of the related Faculty Administrative Board by the head of department at least two weeks before the registration renewal date by determining as 20% of the success ranking in the related class of the major diploma program on the condition that the Cumulative Grade Point Average is at least 3,00.

b) The student can apply to the announced double major program at earliest at the beginning of the 3<sup>rd</sup> semester of his/her own undergraduate program and at latest at the beginning of the 5<sup>th</sup> semester of his/her own undergraduate program.

c) The student whose Cumulative Grade Point Averages in the major and minor program are 3.00 or over can make the application to the related double major program of the department offering the minor program that s/he follows without considering the number of the semesters.

d) For the student to make application to the double major program;

1-S/he is required to successfully complete all courses in the education plan till the semester in which she makes application. (The students having the grade of W should succeed in that course till the semester in which s/he makes application.)

2- It is required that the cumulative grade point average in the major program at the time of the application should be at least 3,00 and the student should be at upper 20% in terms of the success ranking in the related class of the major diploma program.

However, out of the students not taking place in the upper 20% in terms of the success ranking and whose cumulative grade point average is at least 3,00 in the major program, the students having the score not being less than the base score in the related year of the program in which the double major will be made can apply to the double major program.

e) The applications can be made to the Registrar's Office with the petition transcript at the dates mentioned in the academic calendar. The students whose applications are accepted with

the decision of the faculty administrative board are notified to the Registrar's Office within the period of adding and dropping courses.

### **Conditions of being considered on leave**

**Article 5.a)** In case a student registered to the double major program is considered on leave in the major program that s/he follows, s/he is also considered on leave in the double major program.

**b)** Students may be granted a leave of absence for the semester by recommendation of the department offering the double major program and approval of the concerned Faculty Administrative Board in cases where they cannot take courses due to academic reasons such as the course not being offered in the double major program or overlapping courses.

### **Success and Graduation**

**Article 6.a)** The student can leave the double major program at his/her own request. How the courses that are taken by the students who are excluded from the double major program with the decision of the faculty administrative board or drops out at their own requests is determined by the faculty administrative board. The courses in which the student succeeds but which are not accepted in the major program but are accepted in the double major program take place in the transcript and diploma annex without being included to the cumulative grade point average.

**b)** The Cumulative Grade Point Average of the student in the double major program to which s/he is registered can fall below 2,5 only for once. The student whose Cumulative Grade Point Average fall below 2,5 for the second time is dropped out from the double major program.

**c)** The student who does not take courses from the double major program successively for two semesters is dropped out from the double major program.

**d)** When the student leaves the double major program, s/he is not required to repeat the courses of the double major program in which s/he fails.

**e)** The students who graduate from the major diploma program and continue to the double major program continue to pay the tuition fee belonging to the department in which they are doing double major during this period and considering the date at which they made their registrations to the major program.

In case they register to a master's program, they also pay the tuition fee for the postgraduate students. Regarding making decisions about these students, the faculty administrative board offering the double major program that the student follows is authorized.

f) The graduation diploma of the student continuing to the double major program can be given only in case s/he graduates from the major program to which s/he continues. At most two semesters are granted to the students getting the right of graduation from the major program, but who cannot finish the double major program for completing this program. This duration can be extended with the decision of the related Faculty Administrative Board.

g) For the student to graduate from the double major program, his/her Cumulative Grade Point Average is required to be at least 2.50.

h) The students who graduate from the double major program take place also in the success ranking of the related major program.

### **Associate Degree Diploma**

**Article 7.**In case of his/her request, the associate degree diploma is given to the student who is dropped out or who leaves the double major program without completing it with the decision of the faculty administrative board. For the student to get the associate degree diploma, it is obligatory that s/he must complete all courses in the education plan with success as of the end of the fourth semester and his/her Cumulative Grade Point Average is required to be at least 2.00.

### **Enforcement**

**ARTICLE 8.**This Directive was accepted by the Senate of the İzmir Institute of Technology on the date of 12.08.2014.

### **Execution**

**ARTICLE 9 .** Provisions of this Regulation shall be executed by IzTech Chancellor.