

**RAUF DENKTAS UNIVERSITY**  
*"For International Employment"*



**TAKING COURSES OUTSIDE THE UNIVERSITY  
CODE**

**No. 3c**

# RAUF DENKTAS UNIVERSITY

## TAKING COURSES OUTSIDE THE UNIVERSITY CODE

(Under Rauf Denктаş University Establishment and Operation Bylaw, Art.10 and Art.59)

The Senate of Rauf Denктаş University adopts the following Code based on the authority granted by the Rauf Denктаş University's 'Establishment and Operation Bylaw' and in reference to the Convention on the Ratification of Higher Education Documents in the European Region No. 47/2007.

<b>Short Name</b>	1.	This Code shall be referred to as Rauf Denктаş University's 'Taking Courses Outside the University Code'.
<b>Purpose and Scope</b>	2.	This Code serves as a guideline for Rauf Denктаş University students to take courses as Guest Students or Special Students or Exchange Program Students from higher education institutions with which Rauf Denктаş University has signed a cooperation protocol or has been approved by the University Board of Directors for Summer Schools or Student Exchange Programs.
<b>Conditions for Taking Courses from Other Higher Education Institutions</b>	3.	<ol style="list-style-type: none"><li>(1) The decision of the Department and/or the Faculty / School Board is needed as to whether the course(s) that the student wants to take from outside the university is equivalent to the course(s) in his / her program in terms of content and credit and whether he / she can take the course(s).</li><li>(2) Irrespective of the difference between the higher education institution and the number of courses to be taken, the study period at the higher education institution in which the course is taken shall be calculated from the period of education specified in the Rauf Denктаş University's 'Admission, Registration Education, Exam and Success Regulation'.</li><li>(3) The total credit of the courses taken from another higher education institution can not exceed 25 per cent of the total credit that the student must take during the period of Associate / Undergraduate education.</li><li>(4) The student's right to study at Rauf Denктаş University continues. However, he / she cannot benefit from studentship privileges, in terms of Diplomas and Status, in the institution and the program in which he / she has taken the courses.</li><li>(5) Students wishing to take a course from another higher education institution must apply to their Department Chair no later than the relevant semester or renewal period for the Summer School by attaching an approved document setting out the courses, credits and contents and a weekly schedule of courses to the petition.</li><li>(6) The Faculty / School Board to which the program belongs shall determine how the grades received in courses from a different university are equivalent to those obtained at Rauf Denктаş University. This decision should conform to the decisions of the Senate and the regulations applicable at the Rauf Denктаş University.</li><li>(7) Students who take courses from another higher education institution continue to pay the student fee at Rauf Denктаş University or the full fee of the course(s). However, if the student is required to pay a fee for the courses he or she will take at another higher education institution, the student fee to Rauf Denктаş University shall be determined by the Rauf Denктаş University Board of Directors.</li></ol>

- (8) In order to take courses from another higher education institution, the student must have attended the program for at least one academic year and the CGPA must be at least 2.00.
- (9) Students who do not meet the requirements of Article 3(8) but have specific reasons shall be granted permission upon:
  - (a) Positive opinion of the Departmental Board and the Faculty / School Board in Faculties / Schools that have different departments,
  - (b) Positive opinion of the Faculty / School Board in Faculties / Schools that do not include different departmentsThey can take courses from another higher education institution with the approval of the University Board of Directors.

**Executive  
Authority**

4.

This regulations are executed by the Rectorate of Rauf Denktaş University.

**Comming into  
Force**

5.

This Code shall come into force on the date of its approval by the University Senate.