



CYPRUS AYDIN UNIVERSITY
DOUBLE MAJOR AND MINOR REGULATION

Purpose

Article 1: The purpose of this regulation is to establish the procedures and principles for the opening and implementation of double major (DM) and minor programs among associate and undergraduate degree programs within Cyprus Aydın University.

Scope

Article 2: This regulation covers the procedures and principles to be applied in double major and minor programs conducted within Cyprus Aydın University.

Basis

This regulation has been prepared based on the "Regulation on Transition, Double Major, Minor, and Inter-Institutional Credit Transfer among Associate and Undergraduate Programs in Higher Education Institutions," published in the Official Gazette dated 24.04.2010, No. 27561, and the Cyprus Aydın University Associate and Undergraduate Education, Training, and Examination Regulation.

Definitions

Article 3: In this regulation, the following terms are defined as:

- a. **University:** Cyprus Aydın University,
- b. **Senate:** The Senate of Cyprus Aydın University,
- c. **Rector:** The Rector of Cyprus Aydın University,
- d. **Faculty:** Faculties of Cyprus Aydın University,
- e. **Major Program:** The diploma program in which a student is enrolled upon admission to Cyprus Aydın University,
- f. **Double Major Program (DM):** A program that allows students who meet the success requirements and other conditions to take courses from two diploma programs simultaneously and obtain two separate diplomas,
- g. **Minor Program:** A program that allows a student enrolled in a diploma program, provided they meet the prescribed requirements, to take a limited number of courses within the University in a specific field and receive a certificate (minor certificate) instead of a diploma,
- h. **ECTS:** European Credit Transfer System,
- i. **Relevant Unit:** The Faculty or School implementing the double major program,
- j. **Relevant Board:** Faculty Boards in Faculties, School Boards in Schools,
- k. **Relevant Executive Board:** Faculty Executive Boards in Faculties, School Executive Boards in Schools.



CHAPTER ONE

DOUBLE MAJOR PROGRAM

Establishment of Double Major Programs

Article 4

1. The double major programs to be offered by departments, the eligible applicants for these programs, and the courses and credits that a student must take in the double major program are determined by the Senate upon the recommendation of the relevant faculty and school boards.
2. The minimum credit load required for a double major program is at least 120 ECTS for undergraduate students and at least 60 ECTS for associate degree students.
3. Double major programs may be conducted between associate and undergraduate programs in different units, as well as between associate and undergraduate programs within the same unit.
4. Double major and minor programs are not applied between programs with the same name that are taught in different languages.
5. Double major programs cannot be undertaken in the Faculty of Law, teacher education programs in the Faculty of Educational Sciences, or in medicine, health, and engineering programs.

Application and Admission Requirements for the Double Major Program

Article 5

1. Quotas are determined at the beginning of each academic year by the relevant faculty executive boards. Once approved by the Senate, they are announced by the Student Affairs Directorate one month before the start of registration renewals.
2. If the number of applicants for the double major program exceeds the quota determined by the faculty, priority is given to students with the highest cumulative GPA.
3. Students may apply to the announced double major diploma program within the periods specified in the academic calendar, no earlier than the third semester and no later than the fifth semester of four-year programs. Applications are submitted to the Student Affairs Directorate with the application form and transcript.
4. Applicants to a double major program must:
 - a. Have successfully completed all courses in their current program up to the semester of application,
 - b. Have a cumulative GPA of at least 2.70 out of 4.00 in their primary diploma program and rank in the top 20% of their class according to cumulative GPA,
 - c. If the second major program is partially or fully taught in English, pass the English



Proficiency Exam administered by the School of Foreign Languages or submit a recognized international language certificate.

5. Students whose cumulative GPA in the primary diploma program is at least 2.70 but who are not in the top 20% of their class may also apply if they meet or exceed the minimum score of the second major program for that year.
6. Foreign students whose mother tongue is not Turkish must meet the Turkish proficiency requirements applicable to new student admissions for programs taught in Turkish or in a mixed Turkish-English format in order to apply for a second major.
7. Acceptance of eligible students is finalized by the Faculty Executive Board of the department to which the program is affiliated.
8. A student may not simultaneously register for more than one second major diploma program. However, a student may register for a second major and a minor program simultaneously.
9. Students registering for a double major program must pay the fee determined by the Board of Trustees for the program.

Academic Advising

Article 6

Each student accepted into a double major program is assigned a second major academic advisor by the dean's office of the relevant faculty. Second major advisors work in coordination and communication with the student's primary program academic advisors.

Conduct of the Double Major Program

Article 7

1. The primary program in which the student is enrolled and the double major program are treated as separate. The success level in the double major program does not affect the student's performance or graduation status in their primary program. A separate transcript is prepared for the double major program. The transcript shows courses that are common or equivalent between the primary and double major programs (including electives). However, these courses are not included in the minimum credit calculation for the double major program.
2. Students who, after completing at least one semester in a double major program, leave it and register for another double major program may have the credits and courses they successfully completed in the first program counted toward the new program, provided that the courses are included in the new program or deemed equivalent by the relevant executive board.
3. The Senate determines how courses taken by students removed from the double major program are evaluated.



4. A double major student may apply for internal horizontal transfer from their primary program to a second major program if they meet the relevant conditions. Any student who transfers to another program loses their double major status.

Success and Graduation

Article 8

1. A double major student is responsible for all courses and requirements in the graduation obligations of both programs. Students who earn the right to graduate from the primary program but fail to complete the double major program have a maximum study period starting from the academic year they registered for the double major, as specified in Article 44(c) of Law No. 2547.
2. To graduate from a double major program, a student must have a cumulative GPA of at least 2.70 out of 4.00. During the entire double major study period, a student's cumulative GPA may once fall below 2.50. If the cumulative GPA falls below 2.50 a second time, the student is removed from the double major program.
3. Students who are granted leave in their primary associate or undergraduate program are also considered on leave in the double major program without requiring additional decisions.
4. A student who does not take courses for two consecutive semesters in the double major program without leave loses double major status and is removed from the second major program.
5. A student may voluntarily withdraw from the double major program. In such cases, the provisions of the Cyprus Aydın University Associate and Undergraduate Education, Training, and Examination Regulation apply.
6. Students who have earned the right to graduate from their primary program and complete the double major program with at least a 2.30 GPA are awarded the double major diploma by the decision of the relevant unit's executive board. Students who have not earned the right to graduate from their primary program are not awarded a second major diploma.
7. Students who have earned the right to graduate from their primary program but not from the second major program may have their study period extended up to 2 semesters by the executive board of the unit offering the second major. Students who do not complete the second major within the extended period lose their double major status and are removed from the second major program.
8. Students who leave the double major program are not required to retake failed double major courses. Courses successfully completed may be counted toward elective



requirements in the student's primary program by the decision of the relevant faculty executive board.

9. Students who are removed from or voluntarily leave the double major program may be awarded a minor certificate by the executive board of the unit offering the double major and with Senate approval, provided that the unit has a minor program and the student has fulfilled all its requirements.



CHAPTER TWO

MINOR PROGRAM

Establishment of Minor Programs

Article 9

1. Minor programs to be offered in departments/fields of study are finalized by the recommendation of the relevant department/field, the Faculty Board decision, and Senate approval. This includes which students may apply and the courses they may take.
2. The minor program consists of courses selected from the curriculum of the department offering the program. Common and equivalent courses are also determined, and separate arrangements are made for each undergraduate program. The minimum credit requirement is at least 30 ECTS for undergraduate programs and 15 ECTS for associate degree programs.

Application and Admission to Minor Programs

Article 10

1. Quotas are determined by the faculty board of the unit offering the minor program and approved by the Senate, and announced by the Registrar's Office one month before the start of registration.
2. Students may apply for the announced minor program at the beginning of the earliest 3rd semester and latest 6th semester of their registered program.
3. Applications are made to the Registrar's Office on the date specified in the academic calendar, using the application form and transcript.
4. To apply, students must have successfully completed all courses in their primary program up to the semester they are applying for and have a minimum cumulative GPA of 2.00 at the time of application.
5. Students who transfer from other institutions (horizontal or vertical transfer) to associate or undergraduate programs at Cyprus Aydin University must have completed at least one semester in their program to be eligible for a minor program.
6. If the number of applicants exceeds the quota set by the faculty, priority is given to students with higher GPAs. If GPAs are equal, the placement score from the year the student was admitted to the undergraduate program (LYS result) is considered.
7. If the minor program is partially or fully in English, the student must pass the Foreign Language Proficiency Exam conducted by the School of Foreign Languages or provide an internationally recognized language certificate.



8. Foreign students whose mother tongue is not Turkish must meet the Turkish proficiency requirement applicable for new admissions to undergraduate programs taught in Turkish or in a Turkish-English dual language format in order to apply for the minor program.
9. Admission to the minor program is finalized by the Faculty Board decision.
10. Accepted students pay the tuition fee for the minor program separately, based on the credit fee set by the Board of Trustees, in addition to the tuition of their registered program.

Advising

Article 11

The head of the department appoints a minor program coordinator to advise students in the minor program. The coordinator communicates with the students' primary program advisors as needed.

Conduct of the Minor Program

Article 12

1. The primary program and minor program are treated as separate. Performance in the minor program does not affect the student's success or graduation in the primary program. A separate transcript is prepared for the minor program. The transcript shows grades for common and equivalent courses, but these are not included in the minimum credit calculation for the minor program.
2. The minor program consists of courses required to gain knowledge and competence in the field of the minor. Courses are determined by the proposal of the relevant unit board and approved by the Senate. Common courses in both the primary and minor programs count toward the graduation requirements of both programs.
3. Students may study in more than one minor program simultaneously.
4. To continue in a minor program, the student must maintain a minimum GPA of 2.00 out of 4.00 in their primary program. Students who fail to meet this requirement are removed from the minor program. Courses successfully completed in the minor but not counted toward the primary program are listed on the transcript without affecting the cumulative GPA.

Success and Minor Certificate

Article 13

A student's performance in the minor program does not affect graduation in the primary program.



A minor student may voluntarily leave the program during any semester. A student who withdraws from a minor program cannot re-enroll in the same minor program.

Students who do not take courses for two consecutive semesters without leave are removed from the minor program.

Students who are on leave in their primary program are automatically considered on leave in the minor program as well.

The way in which courses taken by students removed from the minor program are evaluated is determined by the Senate.

Students whose cumulative GPA in the primary program falls below 2.00 are removed from the minor program.

Students who leave the minor program voluntarily or due to failure are not required to retake the failed minor courses.

Students who complete their primary program and successfully finish the minor program with a minimum GPA of 2.00 are awarded the minor certificate at the end of the semester they graduate. The minor certificate does not grant rights or privileges associated with the bachelor's diploma.

Students who have graduated from the primary program but have not yet completed the minor program are given up to one additional semester to finish, based on the decision of the Faculty Board running the minor program. Students who fail to complete it within this period are removed from the program.

Other Provisions

Article 14

For matters not covered in this directive, the provisions of the "Cyprus Aydın University Education, Examination and Assessment Regulation" apply.

Entry into Force

Article 15

This directive enters into force on the date it is approved by the Board of Trustees after being adopted by the Senate of Cyprus Aydın University.

Execution

Article 16

For situations not covered in this regulation, the legislation of YÖK (Council of Higher Education) and YÖDAK (Higher Education Planning, Evaluation, Accreditation and Coordination Council) applies.



Article 17

The provisions of this directive are executed by the Rector of Cyprus Aydın University.