



**Decision No: 6**

**Decision Date: 04.09.2025**

**CYPRUS AYDIN UNIVERSITY**

**FACULTY OF DENTISTRY EDUCATION, INSTRUCTION, AND EXAMINATION  
REGULATION**

**CHAPTER ONE**

**Purpose, Scope, Legal Basis, and Definitions**

**Purpose**

**ARTICLE1-**

The purpose of this Regulation is to regulate the principles of student admission and registration, education and instruction, and examinations conducted in the Faculty of Dentistry at Cyprus Aydın University.

**Scope**

**ARTICLE2-**

This Regulation covers the provisions related to the definition of educational and instructional processes, credit allocation, examinations, assessment, and student admission in the Faculty of Dentistry at Cyprus Aydın University. Provisions regarding the English Preparatory School are determined by separate regulations.

**Legal Basis**

**ARTICLE3-**

This Regulation has been prepared based on the relevant provisions of the TRNC Higher Education Law, the Cyprus Aydın University Establishment and Operating Statute, and the Cyprus Aydın University Associate and Undergraduate Education, Instruction, and Examination Regulation.

**Definitions**

**ARTICLE4-**

For the purposes of this Regulation:



1. **Academic Advisor:** A faculty member assigned by the Faculty Board to deal with students' educational, instructional, and other issues.
2. **ECTS:** The European Credit Transfer System credit based on workload.
3. **Dean:** The Dean of the Faculty of Dentistry at Cyprus Aydın University.
4. **Diploma Supplement (DS):** A document provided in addition to a higher education diploma, aimed at enhancing international transparency and ensuring the academic and professional recognition of qualifications and skills obtained, as well as documents such as diplomas, degrees, and certificates in which these are expressed.
5. **Department:** The departments constituting the academic unit.
6. **Education Cooperation Protocol:** The “Education Cooperation Protocol Between Faculties of Dentistry” signed on 11.08.2023 between Cyprus Aydın (Cyprus Science) University and Istanbul Aydın University.
7. **Integrated System:** The model applied in the fifth-year education program in which practical internships are carried out by the Departments of Prosthodontics, Restorative Dentistry, Oral and Maxillofacial Surgery, Orthodontics, Pedodontics, Oral Diagnosis and Radiology, Endodontics, and Periodontology.
8. **Faculty:** The Faculty of Dentistry at Cyprus Aydın University.
9. **Board of Trustees:** The Board of Trustees of Cyprus Aydın University.
10. **Student Workload:** The total time spent by the student on educational activities such as classroom instruction, laboratory work, clinical practice, assignments, applications, projects, seminars, presentations, exam preparation, examinations, and internships.
11. **Prerequisite Course:** A course that requires the successful completion or prior enrollment in one or more courses from previous terms.
12. **Rector:** The Rector of Cyprus Aydın University.
13. **Elective Course:** Courses, other than compulsory courses, that the student is expected to take either within or outside the program.
14. **Senate:** The Senate of Cyprus Aydın University.



- 15. Internship:** Clinical education and practice conducted in the 3rd, 4th, and 5th years at the Oral and Dental Health Research and Application Hospital of Istanbul Aydın University Faculty of Dentistry and in various private dental clinics for different durations.
- 16. University:** Cyprus Aydın University.
- 17. Local Course Credit Value:** The total weekly theoretical course hours plus half of the weekly hours allocated to laboratory and practical studies.
- 18. On-site Practice:** A learning and practical activity carried out by the student, as required by the program of study, outside regular education and instruction periods, aimed at reinforcing the knowledge, skills, and competencies acquired in the field within the relevant professional environment, and conducted within the semester in relation to the courses of that semester and distributed across weeks.
- 19. Compulsory Course:** Courses that are required to be taken by the student within a program, other than elective courses.
- 20. EQF:** The European Qualifications Framework.

## CHAPTER TWO

### ADMISSION AND REGISTRATION, TRANSFERS, AND EXCHANGE PROGRAMS

#### Admissions and Registration

##### ARTICLE 5-

1. The number of students to be admitted to the Faculty of Dentistry at Cyprus Aydın University for each academic year is determined by the Chair of the Board of Trustees upon the recommendation of the University Senate, within the framework of the applicable legislation.
2. The principles and conditions for admission to the Faculty of Dentistry at Cyprus Aydın University are determined by the University Senate.
3. The final registration procedures of students who are entitled to enroll in the Faculty of Dentistry are carried out by the Directorate of Student Affairs on the dates determined by the Rectorate and specified in the Academic Calendar. Original documents or copies



approved by the University are accepted. Students who fail to apply within the specified period or who do not submit the required documents shall not be registered.

4. If it is determined that any document submitted by a student during university admission is false or misleading, the student's affiliation with the University is immediately terminated and any tuition fees paid are not refunded.
5. Students are assisted in registration, renewal, and other procedures by an academic advisor assigned by the Faculty of Dentistry.

The following conditions are required for the completion of student registration:

- a. To hold a high school diploma or an equivalent qualification recognized as such,
  - b. To have fulfilled the financial obligations stipulated in the relevant legislation,
  - c. To meet other conditions determined and announced by the authorized bodies of the University.
6. A student who has completed final registration must, within the period specified in the academic calendar, complete the process by registering for the courses in the Faculty of Dentistry curriculum under the supervision of an academic advisor.

## **Tuition Fees**

### **ARTICLE 6-**

Education and instruction at the University are subject to tuition fees. Tuition fees are determined by the Board of Trustees. The method of payment is announced by the Rectorate. Tuition fees do not cover summer education. The tuition fee for summer education is determined by the Board of Trustees prior to the commencement of the summer term.

## **Horizontal Transfers to the University**

### **ARTICLE 7-**

1. The principles governing horizontal transfers to the Faculty of Dentistry programs from within or outside the University are determined by the Cyprus Aydın University Directive on Horizontal and Vertical Transfers.



2. Students of Cyprus Aydın University may not transfer to Istanbul Aydın University during the first three years; however, at the end of the third year, provided that they have successfully completed their courses and obtained the minimum required score in the Turkish language examination as determined by the Senate, they may apply for transfer to Istanbul Aydın University.
3. Applications for horizontal transfer to the Faculty of Dentistry at Cyprus Aydın University may be made for the second and third years. Students who are newly enrolled or admitted through inter-institutional horizontal transfer must apply to the Dean's Office with their transcript within one month from the beginning of the academic year/semester in which they register in order to be exempted from courses they have previously taken and successfully completed.
4. During their studies, students are subject to the relevant regulations of Cyprus Aydın University; during the period in which they study at Istanbul Aydın University, they are subject to the Education, Instruction, and Examination Regulation of the Faculty of Dentistry at Istanbul Aydın University.

## **Exchange Programs**

### **ARTICLE 8-**

1. In accordance with agreements made between the University and universities abroad, students may be sent to and accepted from foreign universities within the framework of student exchange programs.
2. The registration of these students at the University continues during their period abroad, and this period is counted as part of their education. These students are considered responsible for the courses they take at the host university within the exchange program instead of the courses they are required to take in their own department for that semester. The selection of these courses is made under the supervision of the exchange program coordinator and the academic advisor, and becomes final upon the proposal of the relevant department and the approval of the administrative board. Students are granted exemption for successfully completed courses.



3. Students enrolled in the preparatory class are not eligible to benefit from exchange programs.
4. The method of payment of tuition fees is determined within the framework of exchange programs or bilateral agreements.
5. The academic performance of students studying at the Faculty of Dentistry at Cyprus Aydın University is determined in accordance with the principles specified in this Regulation and the rules set forth in the Education Cooperation Protocol signed on 11.08.2023 between Cyprus Aydın (Cyprus Science) University and Istanbul Aydın University.
6. In order for students to continue their fourth and fifth-year education at Istanbul Aydın University in accordance with the Education Cooperation Protocol, they must have completed a total of 180 credits at the end of the third year and must not be under academic probation based on their cumulative grade point average.
7. Students of the Faculty of Dentistry at Cyprus Aydın University are not eligible to study at Istanbul Aydın University during the first three years; however, upon successful completion of their courses at the end of the third year, obtaining the required score in the Turkish language examination determined by the Senate, and fulfilling the necessary academic conditions, they may continue their fourth and fifth-year education at Istanbul Aydın University under the Cooperation Protocol, and upon fulfilling the conditions specified in Article 27 and Article 8.5, they graduate with a Cyprus Aydın University diploma.
8. The tuition fee for the fourth and fifth-year education to be undertaken at Istanbul Aydın University is determined by the Chair of the Board of Trustees.

### **SECTION THREE**

#### **PRINCIPLES REGARDING EDUCATION AND INSTRUCTION**

##### **Medium of Instruction and Foreign Language Education**

##### **ARTICLE 9-**

1. The medium of instruction in the Faculty of Dentistry is English.



2. The level or score required to be considered successful in the Foreign Language Proficiency Examination and the Turkish Language Proficiency Examination is determined by the University Senate.
3. Students admitted to the Faculty of Dentistry are required to take the Foreign Language Proficiency Examination administered by the University. Students whose foreign language proficiency is deemed insufficient in this examination are required to attend the Preparatory Class within the School of Foreign Languages. Students who possess a certificate of proficiency at the level determined by the Senate from internationally recognized language examinations are exempt from the Preparatory School. These students, however, continue to take vocational foreign language courses specified in their curriculum throughout their studies.
4. Students enrolled in the Preparatory Class are not allowed to register for program courses.

#### **Duration of Education and Total Credits**

##### **ARTICLE 10-**

1. The duration of education and instruction in the Faculty of Dentistry is five years and is organized on an academic year basis. However, certain courses may, by their nature, cover a single semester.
2. The minimum total credit required to be completed during the period of education in the Faculty of Dentistry is 300 ECTS credits. The total ECTS credits of the courses are structured as 60 ECTS credits per academic year.
3. During the first two years of dental education, instruction is provided in basic medical sciences and basic dental sciences; in the last three years, instruction is provided in clinical dental sciences and clinical training in areas closely related to the dental profession.
4. Elective courses may be offered upon the request of the Faculty and with the approval of the Senate.



5. Clinical practices are carried out at the Oral and Dental Health Research and Application Hospital of Istanbul Aydın University Faculty of Dentistry, with which the University has a protocol agreement, and in various private dental clinics.
6. The duration of one-year foreign language preparatory education and Turkish preparatory education is not included in the maximum duration of study determined for the Dentistry program. However, any additional period granted to students who fail to successfully complete the preparatory programs is counted within the maximum duration of study.
7. The period during which students are suspended from the Faculty of Dentistry as a disciplinary penalty is counted within the maximum duration of study.
8. The period of registration freeze (leave of absence) is not counted within the maximum duration of study.
9. In order for a student admitted through horizontal transfer to graduate from the Faculty of Dentistry at Cyprus Aydın University, it is essential that the student completes at least one academic year at the Faculty of Dentistry and successfully fulfills the requirements of this Regulation.
10. When deemed necessary, a Summer School may be offered in accordance with the principles and procedures determined by the Senate. Matters related to summer education are regulated by a separate directive. Summer tuition fees are determined by the Board of Trustees.

## **Education and Instruction**

### **ARTICLE 11-**

1. Education and instruction in the Faculty of Dentistry are conducted on the basis of a year progression system. Throughout the period of study, course schedules are finalized upon the favorable opinion of the Faculty Board and the decision of the Senate.
2. Courses in the Faculty of Dentistry are included in the curriculum as compulsory courses, elective courses, and common compulsory courses.
3. Compulsory courses are those included in the Faculty of Dentistry curriculum which students are required to take and successfully complete in order to graduate.



4. Elective courses are those that students may choose from among the courses offered. Elective courses are divided into two categories:
  - a) Field-specific elective courses: Courses selected by the student from among specified courses or course groups included in the Faculty curriculum and recommended for graduation.
  - b) Non-field elective courses: Courses not included in the Faculty curriculum and offered by different academic units.
5. Common compulsory courses include Atatürk's Principles and History of Reforms, Computer, Turkish Language, and Foreign Language courses.
6. In the Faculty of Dentistry, certain theoretical and practical courses offered within each academic year are complementary to the previous academic year and serve as prerequisites for the subsequent year. The Faculty applies a "year progression" system rather than a "course passing" system. A student who fails to pass a year cannot proceed to the next year and must repeat the courses of the failed year; however, common compulsory courses must be successfully completed by the end of the third year.
7. The education, instruction, and curriculum design in the Faculty of Dentistry are based on a student-centered approach, taking into account the Level 6 Qualifications Framework descriptors, the relevant field-specific qualifications of the European Qualifications Framework (EQF), and credit ranges. The curriculum is designed by clearly specifying the knowledge, skills, and competencies that students are expected to acquire upon successful completion of courses. The curriculum includes courses, laboratories, assignments, projects, practical applications, internships, seminars, clinical practices, theses, and similar learning activities, along with their content and learning outcomes, as well as learning, teaching, assessment, and evaluation methods. It is structured based on the student workload, with a total of 60 ECTS credits for each academic year.
8. Courses included in the curriculum, in addition to theoretical courses, encompass in-class and out-of-class learning and practice activities such as laboratory work, clinical practice, assignments, applications, projects, seminars, presentations, exam preparation, examinations, internships, clinical training, and workplace-based practice. Courses may be compulsory, elective, or prerequisite-based. Each student is obliged to



take the compulsory courses of the Dentistry program as well as the elective courses of the type and number specified in the curriculum.

9. The credits of the courses included in the Dentistry curriculum are determined in line with the total workload calculated for one semester, taking into account that the maximum weekly time a student can allocate to all educational activities is 45 hours and that the duration allocated for all educational activities within an academic semester is 17 weeks, consisting of 14 weeks of instruction, 1 midterm week, and an additional 2 weeks for final examinations; accordingly, 1 ECTS credit is set to correspond to 25.5 hours of student workload. The definitions of all courses and other learning activities included in the Dentistry curriculum are prepared in accordance with the format specified in the system. Accordingly, for each course or learning activity, the name, semester, credit, language, level of study, whether it is compulsory or elective, the method of instruction and by whom it is delivered, the coordinator if any, whether there is any prerequisite course or learning activity, its category, objectives and content, learning outcomes, teaching and learning methods, the weekly distribution of course topics, the preparatory and follow-up work required from the student for each week, the course materials and resources, the contribution of the course or activity to program learning outcomes, the assessment and evaluation methods and their contribution to the success of the course or activity, the time (workload) to be spent by the student for all anticipated learning and assessment activities, and, in accordance with the workload and ECTS relationship adopted by the University and specified in this Regulation, the ECTS credit are clearly stated.

### **Course Repetition**

#### **ARTICLE 12-**

A student repeats the compulsory and elective courses that he/she has failed in the year he/she has not passed.

### **Attendance to Courses**

#### **ARTICLE 13-**



Attendance is compulsory for pre-clinical laboratory studies, discussions, seminars, field and clinical studies, and theoretical courses. Attendance is recorded by wet signature or electronic signature. A student who fails to attend more than 30% of theoretical hours or more than 20% of clinical/practical hours, including excuses, is not allowed to take the final and resit examinations of that course. Attendance is monitored by the course instructor responsible, and the list of students who are not entitled to take the examination due to absenteeism is announced by the relevant course instructor before the final examination period.

### **Prerequisite**

#### **ARTICLE 14-**

1. The curriculum is based on an annual system, and in dental education, compulsory theoretical and practical courses and internships provided by the Faculty in each academic year are complementary to the previous year and preparatory for the following year. All compulsory theoretical, practical, and clinical courses implemented in each academic year in the Faculty of Dentistry constitute prerequisites for the following year. In the Faculty, a year progression system is applied rather than a course passing system. Students who fail to successfully complete all courses offered in the Faculty of Dentistry (except for common compulsory courses) cannot proceed to the next year and are required to retake the courses they have failed.
2. Additional conditions may be imposed regarding the courses included in the curriculum and the implementation of the programs, upon the proposal of the Faculty Board and the approval of the Senate.
3. TÖMER courses are compulsory courses, and students must successfully complete these courses in order to participate in internships in the 4th and 5th years at Istanbul Aydın University.

### **Academic Calendar**

#### **ARTICLE 15-**

Education and instruction are conducted on a semester basis. Each academic year consists of two semesters, Fall and Spring, and each semester comprises at least fourteen weeks (at least seventy working days). The final examination period and the time allocated for preparation for



these examinations, as well as internship periods in programs requiring internships, are excluded from this duration.

## **Curricula and Courses**

### **ARTICLE 16-**

1. The courses to be offered in the Faculty of Dentistry, the semesters or years in which these courses will be delivered, their weekly theoretical and practical hours, their ECTS credits, whether they are compulsory or elective, and any prerequisites, are submitted to the Senate no later than the beginning of January upon the proposal of the relevant unit boards. The programs become final after being approved by the Senate.
2. Courses consist of compulsory, common compulsory, and elective courses.
  - a) Compulsory courses may be delivered under the responsibility of a single department or discipline in accordance with the classical education system. Practical components of clinical courses are conducted in the form of observer student practice and clinical applications determined by departments in the third year, internship practice in the fourth year, and integrated clinical practice in the fifth year.
  - b) Arrangements regarding clinical applications carried out by each department in the fourth and fifth years are determined at the beginning of the academic year by the Education Commission of Istanbul Aydın University Faculty of Dentistry and are implemented within the periods specified in the academic calendar.
  - c) Common compulsory courses offered in the Faculty are Computer, Atatürk's Principles and History of Reforms, Turkish Language, and Foreign Language courses.

## **Course Load**

### **ARTICLE 17-**

The normal course load that a student must take each year is 60 ECTS.

## **Attendance, Absenteeism and Examination Excuse**

### **ARTICLE 18-**

1. Students are obliged to participate in all learning activities and examinations specified in the course descriptions of the Faculty of Dentistry as of the start date of education and instruction.



2. Students are required to attend at least 70% of theoretical courses and at least 80% of practical and laboratory courses from the beginning of the academic term. Attendance status is recorded in the system by the relevant instructor, and students may monitor their attendance status through the system. If the absenteeism rate exceeds 30% in theoretical courses or 20% in practical and laboratory courses, the student is automatically assigned an NA grade and is not allowed to take the end-of-semester examinations.
3. Absences of students who participate in meetings, sports, arts, or similar activities representing the University or their country with the approval of the Rectorate are not taken into account.
4. A student who retakes a course is not required to attend that course if they have not previously failed due to absenteeism. However, the student is required to participate in projects, laboratory, and practical courses, as well as midterm examinations and similar activities, and must fulfill the attendance requirement.
5. Students who are unable to take a midterm examination due to a justified and valid reason accepted by the Faculty Administrative Board are granted the right to take a make-up examination by decision of the relevant Board. Students must submit their excuse in writing to the Dean's Office within five working days following the end of their excuse. Make-up examinations are not granted for examinations other than midterm examinations.
6. Students who fail the final examination, as well as those who are eligible to take the final examination but are unable to attend, are granted the right to take a resit examination for each failed course at the end of the relevant semester. The grade obtained in the resit examination replaces the final examination grade.

## **Examinations**

### **ARTICLE 19-**

1. Examinations consist of midterm examinations, final examinations, resit examinations, make-up examinations, exemption examinations, single-course examinations, and additional course examinations. These examinations may be conducted in written, oral, written-oral, or practical formats. The decision to conduct examinations in oral or



practical (theoretical and practical) formats, as well as the evaluation of applications, internships, and similar activities, is made by the decision of the relevant department board and with the approval of the Faculty Board of Dentistry, and is announced at the beginning of the academic year.

The explanations regarding examinations and the types of examinations are as follows:

a) Midterm examination: For each course, at least one midterm examination is conducted for semester-based courses, and at least one in each term for annual courses, with a minimum of two midterm examinations in total.

b) Final examination: The final examination of a course is conducted at the end of the academic year and/or semester in which the course is completed.

c) Resit examination: Students who have fulfilled the requirements to take the final examination but could not attend it for any reason, or who attended the final examination but failed to achieve sufficient success, as well as students who have completed at least half of their practical or applied assignments but could not take the final examination and have completed their missing requirements by the time of the resit examination, are eligible to take the resit examination.

ç) Make-up examination: Students who are unable to attend midterm examinations due to an excuse and whose justified and valid reasons are accepted by the Faculty Administrative Board are granted the right to take a make-up examination. No make-up examination is granted for any other type of examination.

d) Single-course examination: Students in their final year who have reached the graduation stage and have failed only one course may benefit from this right by submitting a written petition within 7 days after the announcement of the resit examination results. Single-course examinations are conducted on dates determined by the Administrative Board.

2. The instructor may evaluate assignments, projects, laboratory, and similar studies as midterm examinations.

3. At least one (1) midterm examination is conducted for each course in a semester. The instructor may evaluate assignments, projects, laboratory, and similar studies as midterm examinations. At the end of each semester, a final examination is conducted. The number of examinations to be administered and their weight in the final grade, as



well as the weight of laboratory reports and examinations, quizzes, and assignments, if any, are announced by the instructor to the department chair and the students at the beginning of the semester.

4. In determining the semester success grade, all examination results, in-term studies, and class participation are taken into consideration. The contribution of in-term studies to the success grade is determined by the instructor.
5. Semester final grades are announced by the instructor.
6. Instructors are obliged to show examination documents to students within 7 days after the examination, upon request by the students.
7. A student who cheats, attempts to cheat, or assists in cheating in examinations is given a grade of “0” for that examination. In addition, a disciplinary investigation is initiated against the student.
8. The year-end examination of a course is conducted at the place and time announced by the Faculty Board at the end of the academic year in which the course is completed. In order to be eligible to take the year-end examination of a course;
  - a) registration must have been renewed,
  - b) at least 70% attendance to theoretical courses is required,
  - c) at least 80% attendance to practical courses is required,
  - d) success in practical applications is required.
9. Year-end examinations of basic medical and clinical courses offered within a semester are conducted at the end of each respective semester.
10. The absolute grading system is applied in the evaluation of examination success grades.

### **Pre-Clinical Practice Principles**

#### **ARTICLE 20-**

1. Pre-clinical education covers the 1st, 2nd, and 3rd academic years. The requirements of practical applications are determined by the relevant department board at the beginning of the academic year and announced to the students.



2. The student must submit assignments in pre-clinical courses completely within the specified education period.
3. A student who is successful in the practical examination is eligible to take the theoretical examination of that course. In the year-end examination of courses with pre-clinical components (Dental Morphology and Manipulation, Endodontics, Prosthetic Dentistry, Restorative Dentistry, Pedodontics, Orthodontics, Periodontology), pre-clinical success constitutes a prerequisite for taking the theoretical examination. Assignments completed during the year are evaluated within a rubric system, and the average of the total grades obtained from all assignments must be above 50. Students who meet this requirement are entitled to take the theoretical final examination. Students whose practical in-term average is below 50 are entitled to take the theoretical resit examination only if they obtain a grade above 50 from the assignments determined by the Department Board in the resit period. If a student receives a grade below 50 from the specified assignments, the student must repeat the relevant course in the following academic year.

## **Clinical Applications**

### **ARTICLE 21-**

1. Clinical observation covers the second semester of the 3rd academic year, and clinical applications cover the 4th and 5th academic years.
2. Third-year students participate in clinics as trainee-observers in the form of internships, in accordance with the principles determined by the Faculty Board upon the opinion of the department boards. The activities of students during their internship periods are determined by the relevant department board.

## **Grades**

### **ARTICLE 22-**

1. For each course taken, students are assigned a grade out of 100 by the instructor at the end of the semester. The absolute grade obtained by the student is converted into a letter grade in accordance with the equivalence table specified below. In order for a student to be successful in a course, it is mandatory to obtain at least 60.



<u>COEFFICIENT</u>	<u>LETTER GRADE</u>	<u>SCORE</u>
4.00	AA	88 - 100
3.50	BA	80 - 87
3.00	BB	73 - 79
2.50	CB	66 - 72
2.00	CC	60 - 65
1.50	DC	55 - 59
1.00	DD	50 - 54
0.50	FD	40 - 49
0.00	FF	39 and below

2. The conversion of grades from other universities into the University's ECTS grading system is carried out on the basis of the Cyprus Aydın University grade conversion table.
3. The transcript of students for the 4th and 5th years completed at Istanbul Aydın University Faculty of Dentistry is included in the Cyprus Aydın University Faculty of Dentistry transcript with the equivalent course name, course code, and credit.

### **Course and Credit Transfer**

#### **ARTICLE 23-**

1. Courses previously taken and successfully completed by a student at any higher education institution prior to enrollment in the Faculty of Dentistry at Cyprus Aydın University, and deemed equivalent by the academic advisor, are transferred to the student's registered program upon the recommendation of the relevant department/program chair and the decision of the Faculty Administrative Board. Students may apply to the Dean's Office, at the latest within the first week of the academic term, with an official transcript showing the course contents, learning outcomes, assessment and evaluation methods, workload, ECTS credits, and grades of the courses taken at their previous higher education institutions, together with a petition specifying the courses for which they request exemption. In this case, the student is exempted from the course deemed equivalent to the transferred course.



2. Credit transfers for courses taken at other educational institutions are recorded in the transcript with the equivalent course name, course code, and credit.

### **Course Repetition**

#### **ARTICLE 24-**

For repeated courses, the most recent grade obtained by the student is valid, regardless of the grade previously received for that course.

### **Objection to Grades and Material Error**

#### **ARTICLE 25-**

1. Objections to grades assigned for midterm and final examinations and other coursework must be submitted to the Dean's Office within three (3) working days following the announcement of the grade. The evaluation of the objection is carried out by the instructor and reported to the Dean's Office. Objections must be resolved within a maximum of fifteen (15) working days. Grade changes become final upon the approval of the Dean.
2. Upon application, the instructor responsible for the course is obliged to show the student all examination and coursework documents that contributed to the grade evaluation.
3. In cases where an objection results in a change in the letter grade, the change becomes final upon the approval of the Dean. The letter grade change form and all required documents specified in the form are submitted to the Registrar's Office.
4. If the course instructor realizes, after grades have been finalized, that a material error has been made in the evaluation of an examination paper, the instructor submits a petition to the Dean's Office for correction. The correction is made by decision of the Faculty Administrative Board.

### **Make-up and Resit Examinations**

#### **ARTICLE 26-**

Make-up and resit examinations are conducted in accordance with the following principles.

1. Make-up/Compensatory Examinations



a. Students who are unable to attend any midterm examination due to a valid excuse, and whose excuse is approved by the Faculty Administrative Board, are granted the right to take a make-up examination. No make-up examination is administered for students who fail to attend final examinations.

## 2. Resit Examinations

a. At the end of the relevant semester or academic year, resit examinations are administered for each course to students who have obtained the right to take the final examination but have failed it, to those who meet the requirements but did not attend the final examination, and to those who have received DD-DC grades in the final examination. The resit examination grade replaces the final examination grade. At the end of the Fall and Spring semesters (excluding Summer School), resit examinations are conducted on the dates specified in the academic calendar for all courses offered in that semester, except for practical courses, for students who have earned the right to take the final examination.

b. Resit examinations are treated as end-of-term examinations. As a result of the resit examination, the semester letter grade of the course is determined by taking into account the resit examination result together with the grades obtained from in-term examinations and other assessment components contributing to the evaluation of that course.

## **SECTION V DIPLOMAS**

### **Graduation and Diploma Requirements**

#### **ARTICLE 27-**

Students who have successfully completed all credited and non-credited courses required by the Dentistry program, as well as compulsory internships and other practical obligations in accordance with the provisions of this Regulation, who have completed at least 300 ECTS credits, and who have a cumulative grade point average of 2.00 or higher are entitled to graduate and receive a diploma.



## **Diploma**

### **ARTICLE 28-**

1. In order to graduate, a student must have completed all courses, compulsory internships, and other practical obligations, and must have a cumulative grade point average (CGPA) of not less than 2.00.
2. Students who successfully complete the five-year Dentistry education are awarded a Cyprus Aydın University Faculty of Dentistry diploma.

## **SECTION V MISCELLANEOUS PROVISIONS**

### **Entry into Force**

#### **ARTICLE 29-**

This directive enters into force upon its approval by the Senate of Cyprus Aydın University.

### **Execution**

#### **ARTICLE 30-**

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