

KARABUK UNIVERSITY
PRINCIPLES OF DOUBLE MAJOR PROGRAMME (PDMP)

Article 1 – Double Major Program aims provide the students who are going on their undergraduate program successfully with a chance to study a different branch to get a second bachelor's degree.

Article 2- It is possible to do double major between any faculty/ college of Karabuk University. Double major programme is set with the decision of relevant faculty/ college's offer and of university senate. This double major programme decision taken by the senate is implemented in the beginning of the academic year.

Article 3- Quotas are determined by the relevant board of directors upon the offer of head of department and they are announced by the office of student affairs.

Article 4- The annual number of students that will be accepted to the double major programme cannot exceed the relevant programme's % 20 of first grade major students in the first semester. If the number of applicants is more than the qoata, the ranking is predetermined by the faculty/ college and announced.

Article 5- In order to apply for a double major programme, the student has to complete all the courses successfully in his/her major programme that he/ she has taken until then; and his/ her GPA must be at least 70 out of 100 when he/ she applies; also he/ she has to be among top % 20 of his/ her major programme; and finally he/ she has to meet the other conditions of the programme that is applied.

Article 6- Application for the double major programme can be made to the relevant department's secretary with the application form, transcript of records and other necessary documents until the deadline announced on the academic calendar.

Article 7 – Students accepted for the Double Major Program are announced by the Students Affairs with their substitutes. The applications which fulfil the required conditions are processed by the Department of Student Affairs. Acceptance procedure is done upon the recommendation of the department that is applied with the decision of Faculty/College Board of Directors in the registration week.

Article 8 – A student may apply more than one double major program at the same time, but register only one of them.

ARTICLE 9- A Double Major Program Coordinator is appointed by the related Head of Department to help the students while determining the courses they will take in the departments that accept students and send students for double major programs and planning the semesters when the courses will be taken, and to provide the double major program be conducted in accordance with its purpose. The Double Major Program Coordinator works in communication and cooperation with the major undergraduate program advisors of the students. The Double Major Program Coordinator is also the double major advisor of the students.

Article 10 – Double Major Program advisor / coordinator prepares a double major program for accepted students. This program is discussed in the Faculty/College Board of the 2nd Major Program.

Article 11 – Double Major Program students are subject to the provisions of the Regulation for KBU Bachelor's Degree Education-Training and Examination for both major programs that they continue.

Article 12- To complete this program, students registered in the double major program must take at least 36 credit course which takes place in the related double major program and which is offered by the department offering the double major program, except for the courses that are common for both programs and/or replace each other in both programs.

Article 13- If there are courses whose names and contents are same in the 1. and 2. major programs but whose credits are different and whose equivalence hasn't been accepted by Double Major Program advisors, the student takes the course having more credits.

Article 14- The separation of the student's own department's undergraduate program and Double Major Program is essential. The student's graduation from the 1. major program is not affected by the reason of Double Major Program. The students graduating from the 1. major program is given the 1. major bachelor's degree diploma.

Article 15- The student of Double Major Program is given a certificate of education showing the courses he/she has taken in both major programs.

Article 16- The grade point average of the student in the first major program must be at least 70 out of 100. For one time only, the grade point average of him/her may decrease up to 65 out of 100 in the first major program during the whole double major education period. The student whose grade point average decreases below 65 out of 100 for the second time is deregistered from the double major program. In addition, the student can give up the Double Major Program voluntarily, due to the view of the advisor and the administrative board decision of the 2. major program at any time he/she desires.

Article 17 – The period of more than two semesters is not given to students who get right of graduation from the first major program but unable to complete the second major program. This period may be extended with the decision of the Board of Directors of the faculty and on condition of staying within the additional time given by relevant article of the Law No. 2547.

Article 18 – In Double Major Program, both completion studies belong to the major programs of 1 and 2 and practical studies of different types are compulsory. Department commission of the double major program decides the equivalence of the training and practical work and what should be done in the second major program.

Article 19 – A student who is regarded as permitted is regarded as permitted automatically as well in double major program. However, among the student who has graduated from the major program and continues the double major program and who has registered the postgraduate program, permission process is evaluated independently from each other. The student who doesn't take courses for two consecutive semesters without permission will be dismissed. When the student leaves the double major program, s/he doesn't have to repeat the double major program courses that s/he has failed.

Article 20- During Double Major Program education, the studentship procedures of the student graduating from 1. major program are conducted by the Faculty/College of 2. major program.

Article 21- Students of Double Major Program pay the tuition fee of 1. major program until they graduate from this major program and pay that of 2. major program after they graduate without fine. (Except for the students receiving Double Major education in distance education undergraduate programs)

Article 22- With the Of graduation from the 1th major programme, undergraduate diploma of his/ her 2nd major faculty/ college is given to the student who completes his/ her double major programme.

Article 23- (1) These principles become valid starting from the date accepted by the Karabuk University senate.

Article 24- (1) The provisions of these rules of practice is executed by the rector of Karabuk University.

*** These rules of practice was accepted and became valid with the decision of the Karabuk University senate of 29/03/2011 and 2011/05.