

REGULATION

From Hasan Kalyoncu University:

**REGULATION ON FOREIGN LANGUAGE EDUCATION AND
TRAINING OF HASAN KALYONCU
UNIVERSITY****PART ONE****Purpose, Scope, Basis and definitions****Purpose**

ARTICLE 1 – (1) The purpose of this regulation is to regulate procedures and principles for preparatory education-training at foreign language preparatory classes of Hasan Kalyoncu University and tests to be held.

Scope

ARTICLE 2 – (1) This regulation covers provisions related to foreign language education-training and examinations conducted at foreign language preparatory classes of Hasan Kalyoncu University.

Basis

ARTICLE 3 – (1) This regulation has been prepared based on articles 14 and 49 of Higher Education Law dated 4/11/1981 and no 2547.

Definitions

ARTICLE 4 – (1) In this regulation;

- a) Principal: means the principal of school of foreign languages,
- b) Rector: means the rector of Hasan Kalyoncu University,
- c) Senate: means Hasan Kalyoncu University,
- d) University: means Hasan Kalyoncu University,
- e) Foreign language preparatory program: means the foreign language preparatory class education of Hasan Kalyoncu University,
- f) School of Foreign languages: means school of foreign language of Hasan Kalyoncu University that common mandatory foreign language classes and preparatory class are provided,
- g) Administrative committee: means the administrative committee of Hasan Kalyoncu University.

PART TWO**Principles on foreign language education and training****Purpose of foreign language education**

ARTICLE 5 – (1) Purpose of foreign language education at the university is to teach basic rules of foreign language to the students, develop their foreign language vocabulary and enable them to comprehend what is read and listened in foreign language and express themselves in written and oral method.

Exemption of foreign language education

ARTICLE 6 – (1) Students enrolling in a higher education program for the first time are subject to foreign language placement test held by the school of foreign languages in the beginning of academic year they enroll.

(2) Students are exempt from foreign language placement tests in the below cases:

- a) Receiving education for minimum last three years in a country where the foreign language designated as the education language is the native language at secondary education schools that citizens of that country attend,
- b) **(Amendment: RG 29/5/2017/30080)** Achieving the score above 100 point as determined by the senate in the examinations such as Test of English as a Foreign Language (TOEFL), Diplôme Approfondi de Langue Française (DALF), Prüfung für die Nachweis Deutscher Sprache (PNDS) held to determine the minimum level of foreign language for the foreigners to study at higher education institutions in the countries where the said language is the native language.

c) Achieving the score above 100 – point as determined by the senate in the foreign language examinations equivalence of which is accepted by the Higher Education Council and held by center for evaluation, selection and placement.

(3) For the scores achieved in the examinations within the scope of sub-clause (b) and (c) of second clause of this article being evaluated in accordance with the provisions of this regulation, the said examinations should be held within the last three years.

(4) Students certifying that they have improved English levels with their own means in the summer holiday as to meet the provisions determined by the senate.

(5) Students completing B2 level of English preparatory class education at another university are entitled to begin the program they enroll provided that it will be certified.

Term of education and compulsory attendance
(Amendment: RG 29/5/2017/30080)

ARTICLE 7 – (1) Students of school of foreign languages continue foreign language education for **three terms**. Attendance at preparatory class is compulsory. Students not attending minimum 80% of classes designated for each module are deemed to fail due to absence.

(2) Education and examinations of foreign language classes within the scope of compulsory foreign language education are executed in accordance with the provisions of relevant regulation.

(3) One academic year comprises of maximum eight-week two term and seven-week term and minimum four-week class term each and examination term following it as total three terms.

(4) There are four different modules in foreign language preparatory program Module A covers level 1 and 2. Module A+ covers level 2 and 3. Module B covers level 3 and 4. Module B+ covers level 4 and 5.”

Proficiency and placement tests

ARTICLE 8 – (1) Students entitled to enroll in programs giving English education and preparatory class is compulsory for them or admitted by vertical or lateral transfer are subject to foreign language preparatory proficiency and placement tests. Students scoring minimum 70 points above 100 points for department of English language education and minimum 65 points for the other departments or scoring point in an international foreign language test deemed as sufficient by the university begin grade one of the relevant program directly. A new test is not held for the students failing in proficiency test. Students not having the sufficient level of foreign language are placed in proper levels based on the result of placement tests and study at foreign language preparatory program of the university.

(2) Students not doing well in the preparatory program in the end of academic year enroll in the preparatory class for the second time to complete missing levels. Students passing in the end of the first term or second term continue normal programs. Students not passing the preparatory class in the end of the second year are dismissed from the university.

(3) Students enrolled in programs education language of which is English and not being successful at English preparatory program in usual period or additional period may be placed in an equivalent program education language of which is Turkish and a close program if there is not an equivalent program at the university or another university by the center for evaluation, selection and placement. However, placement score of the student must not be lower than base point required for enrollment in the program he will be placed as of the year of enrollment.

(4) **(Amendment: RG 29/5/2017/30080)** Year-end success mark for foreign language preparatory programs is evaluated above 100-point. Department of English language education comprises of 5 levels and other departments comprise of 4 levels. To start the departments in the end of preparatory education, all levels must be completed successfully. Students completing all levels successfully are deemed as passing the proficiency exam. Module passing test point for the department of English language education is 70. Module passing point for other levels is 65. 25% of end of term test result and 75% of in-term evaluations contribute to calculate Module passing test score. However, students to receive two levels education based on the placement test held at the beginning of academic year are deemed as successful at placement test if they show the necessary success in the end of the first term and are entitled to continue undergraduate and postgraduate program.”

PART THREE
Miscellaneous and final
provisions

Repealed regulation

ARTICLE 9 – (1) Hasan Kalyoncu University regulation on foreign language education and training published in Official gazette dated 21/09/2010 and no 27706 was repealed.

Enforcement

ARTICLE 10 – (1) This regulation enters into force on the date of publishing.

Execution

ARTICLE 11 – (1) Provisions of this regulation are executed by the rector of Hasan Kalyoncu University.