



**REGULATION ON THE IMPLEMENTATION OF THE TURKISH LANGUAGE
PREPARATORY PROGRAM
(Pursuant to Article 27(2) of the Associate Degree and Undergraduate Registration,
Education, Examination and Achievement By-Law)**

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

1. Short Title

This Regulation shall be cited as the “Regulation on the Implementation of the Turkish Language Preparatory Program.”

2. Definitions

Unless the context otherwise requires, the terms “Council of Ministers,” “State,” “Preparatory School,” “Director,” “Undergraduate,” “Academic Staff,” “Formal Education,” “Rector,” and “Board of Directors” used in this Regulation shall bear the meanings and interpretations assigned to them in the By-Law on the Establishment, Organization and Operation of Arkin University of Creative Arts and Design.

3. Purpose

The purpose of this Regulation is to lay down the principles to be applied when foreign students whose native language is not Turkish wish to enroll in programs conducted in Turkish.

4. Scope

This Regulation covers the Turkish Language Preparatory Program, the conditions and principles for student admission, and the principles concerning the determination of student achievement in Turkish language courses.

For matters not regulated by this Regulation, the provisions of the Arkin University of Creative Arts and Design Associate Degree and Undergraduate Registration, Education, Examination and Achievement By-Law and the Arkin University of Creative Arts and Design Student Disciplinary Regulation shall apply.

**SECTION TWO
Operation and Programs**

5. Turkish Language Preparatory Program

The primary purpose of the Turkish Language Preparatory Program is to measure and evaluate the Turkish language proficiency levels of foreign students whose native language is not Turkish and who

wish to enroll in programs conducted in Turkish; to place them in appropriate Turkish language proficiency levels; and to organize Turkish language courses in order to raise their proficiency to the required level, thereby enabling them to successfully pursue their studies in faculties providing education in Turkish.

6. Turkish Language Programs

- (1) The Turkish Language Preparatory Programs are designed by taking into consideration the needs of Preparatory School students in relation to their chosen academic fields, as well as the recommendations of the Faculties.
- (2) Students enrolled in the Turkish Language Preparatory Program are obliged to follow the course schedule prepared by the Directorate of the Turkish Language Preparatory Program.
- (3) Education at the Preparatory School is based on the Common European Framework of Reference for Languages (CEFR). In this context, it is aimed that associate degree and undergraduate students who successfully complete the Turkish Language Preparatory Program achieve at least B1, and master's and doctoral students at least B2, level Turkish language proficiency (independent user).

7. Student Registration and Admission Conditions

Matters related to student registration and admission to the Turkish Language Preparatory Program shall be implemented in accordance with the provisions of the Arkin University of Creative Arts and Design Associate Degree and Undergraduate Registration, Education, Examination and Achievement By-Law.

8. Duration of Study

The standard duration of education in the Turkish Language Preparatory Program is two years. Each academic year consists of two semesters (16 weeks each, including examinations) and, where deemed necessary, an intensive summer term (8 weeks, including examinations).

9. Academic Calendar

The Academic Calendar is prepared annually by the Directorate of Student Affairs, finalized by a decision of the Senate before the completion of the preceding academic year, and announced on the University's official website by the Directorate of Student Affairs. Provisions regarding the academic calendar of the Turkish Language Preparatory Program are subject to the conditions set forth in Article 6 of the Arkin University of Creative Arts and Design Associate Degree and Undergraduate Registration, Education, Examination and Achievement By-Law.

10. Tuition Fees

The provisions specified in Article 31 of the "Arkin University of Creative Arts and Design Associate Degree and Undergraduate Registration, Education, Examination and Achievement By-Law" shall also apply to the tuition fees of students enrolled in the Turkish Language Preparatory Program.

11. Exemption, Placement, and Turkish Language Proficiency Levels

- (1) The required Turkish language proficiency level for admission to an undergraduate program conducted in Turkish is B1, and for master's and doctoral programs B2.
- (2) Students of Arkin University of Creative Arts and Design who are unable to document their Turkish language proficiency with an internationally recognized Turkish language certificate specified in Table 1 are required to take the Turkish Language Proficiency Placement Examination (TDST) administered by the University.

- (3) Where deemed necessary prior to accepting the validity of submitted international examination results, an investigation may be conducted regarding such results. The final authority regarding the validity of certificates exceeding a two-year period rests with the Preparatory School.

Table 1: Exemption Criteria for the Arkin University of Creative Arts and Design Turkish Language Preparatory Program

Name of Examination	Minimum Score Required at CEFR B1 Level for Undergraduate Education	Minimum Score Required at CEFR B2 Level for Graduate Education	Validity Period of Examination Results
TDST (ARUCAD Turkish Language Proficiency Placement Examination)	70/100	80/100	N/A
Yunus Emre Institute Turkish as a Foreign Language Examination	C1	B2	2 Years
TÖMER	B1	B2	2 Years

- (4) The primary purpose of the ARUCAD Turkish Language Proficiency Placement Examination is to determine the Turkish language proficiency levels of newly admitted ARUCAD students and to place them in appropriate proficiency levels within the Turkish Language Preparatory Program.
- (5) The ARUCAD Turkish Language Proficiency Placement Examination is administered twice in each academic year. Newly enrolled students at Arkin University of Creative Arts and Design are entitled to take the Turkish Language Proficiency Placement Examination at the beginning of the Fall and Spring semesters. Each student may take the examination **only once**.
- (6) The following students shall be exempt from the Turkish Language Preparatory Program, provided that they submit the required documentation at the beginning of each semester during the add-drop period:
- Students who have obtained the required score in the ARUCAD Turkish Language Proficiency Placement Examination or who hold a valid Turkish language certificate (see Table 1),
 - Newly enrolled students who can document that they have successfully completed Turkish language education at the Preparatory School of another university (B1 for undergraduate education and B2 for graduate education);
 - Students who, for at least the final three years of their secondary education, studied in secondary education institutions attended by citizens of that country in a country where Türkiye Turkish, designated as the language of instruction, is spoken as a native language, and who completed their secondary education at such institutions,
 - Associate degree and undergraduate students who have taken courses for at least one semester in a faculty providing education in Turkish in **a country where Turkish is the native language**, and graduate students who have taken at least one semester of graduate-level courses in their enrolled program,
 - Students who are citizens of countries whose official language is not Turkish and who have obtained their graduate degrees from a higher education institution providing education in Turkish in a country where the official language is Turkish,
 - Students who are citizens of countries whose official language is not Turkish and who have obtained their undergraduate degrees from a higher education institution providing education in Turkish in a country where the official language is Turkish.

- (7) Newly enrolled students who hold a valid internationally recognized Turkish language certificate or who have obtained a passing score in the Turkish Language Proficiency Placement Examination and are therefore exempt from the Turkish Language Preparatory Program may, upon their own written request and consent, continue their education within the Turkish Language Preparatory Program in order to further develop their Turkish language proficiency. Such students shall be placed in Prep B1 or Prep B2 Turkish language courses.
- (8) Students enrolled in the Turkish Language Preparatory Program shall be placed in Prep A1, Prep A2 (basic user), and Prep B1 and Prep B2 (independent user) Turkish language courses according to the scores they obtain in the Turkish Language Proficiency Placement Examination, as specified in Table 2. Except for the Prep A1 + A2 level, which may be completed within one semester, each Turkish language proficiency level is completed within one semester. Where deemed necessary, Turkish language education may be provided at all Turkish language proficiency levels in each semester. Students are obliged to follow the program determined on the basis of their performance in the written and/or oral Turkish Language Proficiency Placement Examination.

Table 2: Turkish Language Proficiency Placement Examination Results and Student Placement

Prep A1/A2 Level	Prep A2	B1 (Undergraduate Students)	B2 (Master's / Doctoral Students)	Faculty
0-20	21-40	41-59	60-79	60+ (Undergraduate Students) 80+ (Master's / Doctoral Students)

12. Examinations and Academic Achievement in the Turkish Language Preparatory Program

- (1) With regard to matters related to measurement and evaluation processes, the provisions set forth in Articles 58, 59, 60, 61, and 62 of the “Arkin University of Creative Arts and Design Associate Degree and Undergraduate Registration, Education, Examination and Achievement By-Law” shall apply to students enrolled in the Turkish Language Preparatory Program.
- (2) The Preparatory School is obliged to announce, at the beginning of each academic year, the course syllabi, curriculum, and the assignments, projects, and similar academic work that students enrolled in the Turkish Language Preparatory Program are required to complete.
- (3) The Turkish language development of students enrolled in the Turkish Language Preparatory Program is measured and evaluated through assessment and evaluation methods and techniques that both assess students during and at the end of the semester and provide feedback aimed at supporting their development throughout the semester. Students’ end-of-semester grades consist of 30% of the midterm examination score, 30% of the portfolio assessment composed of assignments completed during the semester, and 40% of the final examination score. The minimum passing grade for all Turkish language proficiency levels is 60/100 and above.
- (4) The achievement grades of Prep B1 and Prep B2 students consist of the sum of 40% of the students’ end-of-semester grades and 60% of the scores obtained from the Turkish Language Proficiency Examination. The minimum passing grade is 60/100 and above for undergraduate students and 80/100 and above for graduate students.
- (5) Achievement at the Prep B1 and Prep B2 levels alone is not sufficient for the successful completion of the Turkish Language Preparatory Program. In order to successfully complete the

Turkish Language Preparatory Program, it is mandatory to pass the Turkish Language Proficiency Examination.

- (6) The Turkish Language Proficiency Examination measures and evaluates whether students who have received at least one semester of Turkish language education at the Prep B1/B2 levels within the Turkish Language Preparatory Program have developed their Turkish language knowledge and skills to a level that enables them to successfully pursue their studies in their chosen Faculties.
- (7) The Turkish Language Proficiency Placement Examination and the Turkish Language Proficiency Examination are administered on the dates specified in the ARUCAD Academic Calendar.
- (8) Students enrolled in the Turkish Language Preparatory Program who have received at least one semester of education at the Prep B1 or Prep B2 levels are entitled to take the Turkish Language Proficiency Examination at the beginning and end of the Fall Semester, and at the end of the Spring and Summer Semesters.
- (9) The content of the Turkish Language Proficiency Examination is determined by taking into consideration the Turkish language knowledge and skill needs of students enrolled in Faculties.
- (10) The Turkish Language Proficiency Examination shall be administered under the conditions specified below:
 - (a) Only students who have completed at least one semester of Prep B1 or Prep B2 education within the Turkish Language Preparatory Program are entitled to take the Turkish Language Proficiency Examination.
 - (b) Students enrolled in the Turkish Language Preparatory Program may take the Turkish Language Proficiency Examination **more than once** during the course of their Turkish language education within the Program.
 - (c) Students who fail their courses due to absenteeism or who are on approved leave are not entitled to take the Turkish Language Proficiency Examination. Such students are required to repeat their current proficiency level.
 - (d) Only students who successfully pass this examination shall be entitled to register in their chosen Faculty at the beginning of the following semester.
 - (e) There shall be no make-up or resit examination for the Turkish Language Proficiency Examination.
 - (f) Prep B1 and Prep B2 students who fail to pass the Turkish Language Proficiency Examination at the end of the Spring and Summer Semesters shall be entitled to take the Turkish Language Proficiency Examination at the beginning of the Fall Semester.
 - (g) Students of Arkin University of Creative Arts and Design have the right to lodge an objection to the results of all Turkish language examinations administered by ARUCAD within three (3) days following the announcement of the examination results. Such objections shall be reviewed and finalized by the Turkish Language Preparatory Program Examination Board within five (5) working days.

13. Attendance Requirement

Attendance requirements for students enrolled in the Turkish Language Preparatory Program are subject to the provisions set forth in Article 50 of the “Arkin University of Creative Arts and Design Associate Degree and Undergraduate Registration, Education, Examination and Achievement By-Law”. As stipulated therein, students enrolled in the Turkish Language Preparatory Program are required to attend at least 70% of their classes. Students who fail to comply with this requirement shall lose their right to take the Final Examination and the Turkish Language Proficiency Examination, shall be deemed unsuccessful, and shall repeat their education at the Turkish language proficiency level in which they are registered.

14. Leave of Absence

- (1) Students continuing their education in the Turkish Language Preparatory Program may apply for a leave of absence for valid and acceptable reasons. The conditions for being granted a leave of absence are implemented in accordance with Articles 36 and 37 of the “Arkin University of Creative Arts and Design Associate Degree and Undergraduate Registration, Education, Examination and Achievement By-Law”.
- (2) Students who apply for a leave of absence are not entitled to take examinations during the period of their leave. They become eligible to take the Turkish Language Proficiency Examination only after completing at least one semester of Prep B1 or Prep B2 education.

15. Student Discipline

In the event of any disciplinary proceedings concerning students enrolled in the Turkish Language Preparatory Program, the provisions of the “Arkin University of Creative Arts and Design Student Disciplinary Regulation” shall be applied.

16. Program Opening

The opening of the Turkish Language Preparatory Program depends on the number of students, and its implementation is subject to the approval of the Rectorate and the Board of Trustees.

SECTION THREE Other Provisions

22. Entry into Force

This Regulation shall enter into force as of the date it is approved by the Senate of Arkin University of Creative Arts and Design.

23. Executive Authority

The provisions of this Regulation shall be executed by the Rector of Arkin University of Creative Arts and Design.