

**ISTINYE UNIVERSITY**  
**SENATE MEETING**

MEETING DATE	MEETING HOUR	SESSION NO
05/07/2018	10.00	13

**ISTINYE UNIVERSITY**  
**DIRECTIVE ON ASSOCIATE DEGREE / UNDERGRADUATE SCHOLARSHIP AND**  
**DISCOUNT**

**SECTION ONE**  
**General provisions**

**Purpose**

**ARTICLE 1 -** (1) The purpose of this Directive is to establish principles and procedures for awarding various scholarships and making discounts in order to incentivize prospective students who rank higher among their peers in terms of their success rating to prefer İstinye University, to steer the students placed in the University for success, to reward successful students and support the students in need, with the aim of improving the quality of the education and to ensure equal opportunities.

**Scope**

**ARTICLE 2 –** (1) This Directive stipulates the procedures and principles for scholarships / discounts as well as awarding and maintenance of scholarships/discounts to be granted to the students that are placed/admitted to the associate degree and undergraduate programs by means of Higher Education Institutions Exam (YKS), External Transfer Exam (DGS), Transfer and Special Talent Exam.

(2) Discounts for advance payments and early re-registrations, and summer school fees are not covered by this Directive.

**Basis**

**ARTICLE 3 -** (1) This Directive was issued based on the Higher Education Law No. 2547, the Regulation on Foundation Higher Education Institutions, the Main Regulation of İstinye University and the İstinye University Undergraduate and Associate Degree Education and Examination Regulation.

**Definitions**

**ARTICLE 4 -** (1) In this directive;

- a) Academic Year: refers to the education and training period that is comprised of Fall and Spring academic semesters as a whole,
- b) Maximum duration of the scholarship: refers to the duration of the scholarship to be awarded during the regular education period,
- c) Regular Education Period: refers to 12 semesters for the Medical Faculty, 10 semesters for the Faculty of Pharmaceutical Sciences, 8 semesters for other undergraduate programs and 4 semesters for Vocational school programs (2 semesters to be added in case of English foundation classes),
- d) Scholarship: refers to the financial/in-kind support that is provided for the reasons and under the terms specified in this directive,
- e) Discount: refers to the deduction made from the tuition fee for the reasons and under the terms specified in this directive,
- f) Scholarship Assessment Board: refers to the designated board that is commissioned to assess and conclude the applications for scholarship and composed of the Rector as the chairperson, a representative that is assigned by the Board of Trustees, the Secretary General, two academic staff members from academic units that are nominated by the Rector, the Director of Student Center and the Finance Director,
- g) Board of Trustees: refers to the Board of Trustees of İstinye University,
- h) Rector: refers to the Rector of İstinye University,
- i) University: refers to İstinye University.

**SECTION TWO**  
**Basic Scholarship and Discount Groups**

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### **Scholarships and Discounts**

**ARTICLE 5** - (1) Scholarships that are covered by this Directive are divided into two main groups as;

- a) Group A Scholarships and Discounts,
- b) Group B Scholarships and Discounts,
- c) Group C Scholarships and Discounts.

(2) The Board of Trustees determines and concludes issues such as what type of scholarships and discounts shall be awarded during which period and at what rates, to how many students, at what proportions, under which context and conditions and these are published at the website.

### **Group A Scholarships and Discounts**

**ARTICLE 6** - (1) refers to the scholarships and discounts that can be awarded immediately or subject to documentation at the time of the first registration to the University:

- a) OSYM (Student Selection and Placement Center) Quota Discount
- b) OSYM Turkey Ranking Scholarship
- c) Top Performing Student Scholarship
- d) Informed Choice Discount
- e) IB / Abitur / Baccalaureate / Matura / Maturita Success Scholarship
- f) LGS (High School Entrance Exam) Star High School Scholarship
- g) Contracted Education Institution Discount
- h) Associate Degree Top Performing Student Scholarship (DGS - External Transfer Exam)
- i) Associate Degree Graduation Grade Point Average Scholarship (DGS)
- j) Discount for İstinye University Graduates

### **Group B Scholarships and Discounts**

**ARTICLE 7** - (1) These are scholarships and discounts that can be awarded during the first registration to the University or later on during the student life, subject to documentation:

- a) Scholarships for relatives of martyrs and for disabled veterans and their relatives
- b) Accessible education scholarship
- c) Family discount
- d) Discount for staff and staff relatives
- e) Outstanding success, talent and representation scholarship (ISU Pass Scholarship)
- f) Support scholarship for student living

### **Group C Scholarships and Discounts**

**ARTICLE 8** - (1) These are scholarships and discounts that can be awarded during the student life directly or subject to documentation:

- a) Academic achievement scholarship
- b) Scholarship for those in need

## **SECTION THREE**

### **Principles for Scholarships and Tuition Fee Discounts**

**ARTICLE 9** - (1) The periods of the scholarships and discounts under this Directive are limited to the fall and spring semesters during the regular education period and do not apply to summer school tuition fees.

(2) The scholarship/discount conditions that are valid at the time that the students are placed to the University shall be valid during their regular education period, and the applied scholarships and discounts are not affected by subsequent changes.

(3) The year when the students, who were transferred to the University through external transfer, had been placed to their universities by OSYM, shall be deemed as the year of their placement to the University. Those students may benefit from Group A and B scholarships and discounts that are applicable during the year which is deemed to be the year of their placement to the University, provided that they satisfy the respective conditions.

(4) The students must have actively studied for one year at the University to be able benefit from group C scholarships.

(5) Any scholarship and discount rights of a student who receives a suspension while studying at the University in accordance with the Student Disciplinary Regulation for Higher Education Institutions, shall be cancelled.

(6) The Board of Trustees determines the scholarships and discounts and their respective conditions to be applied to the students who will make their registration to the University for the first time, before the relevant period for YKS (Higher Education Institutions Exam), DGS (External Transfer Exam), Internal Transfer and Special Talent and these are published at the website of the University. The applicable conditions for scholarships and discounts may be reestablished before additional placement period.

(7) The Board of Trustees determines Group C Scholarships and Discounts and their respective conditions to be applied to the existing students of the University, before the beginning of each academic year and these are published at the website of the University.

(8) Students who have been attending international exchange programs continue to benefit from scholarship rights.

(9) Students who freeze their registrations cannot benefit from the scholarship and discount rights during the period that the registration is frozen. The periods during which the scholarship is suspended due to a registration freeze are not considered as a part of the maximum duration of the scholarship.

(10) The Cumulative Grade Point Average (CGPA) of the students at the end of the spring semester (before summer school) shall serve as the basis of decision concerning whether the scholarships with success condition that were awarded to the existing students of the University can be maintained or not.

(11) If the conditions for earning or continuation of the scholarships and discounts that the students benefit from are no longer available, the relevant scholarship and discount shall be terminated.

(12) If the student's registration is not renewed, the scholarship/discount shall be discontinued. If the registration is renewed, it is restarted. The periods during which the scholarship is suspended due to the failure to re-register, shall be considered as a part of the maximum duration of the scholarship.

(13) The regular education period of the students who are placed to the University through external transfer and lateral transfer between the institutions is calculated starting from their orientation semester.

(14) If the scholarship decision requires a ranking among the students according to CGPA, and if the CGPAs are equal, the latest CGPAs of the students are compared. If those are also even, the relevant Student Selection and Placement Center (OSYM) exam scores are compared.

(15) Scholarship/discount rights of the students who are entitled to do Double Major / Minor shall remain valid in the same manner. These students are not required to make any additional payments for doing double major / minor during their regular education period as defined in the applicable regulation.

(16) The scholarships and discounts granted to the students that are internally transferred shall continue with the same rate, except support scholarship for Student living, Academic achievement scholarship and Scholarship for those in need. The Board of Trustees shall determine whether support scholarship for student living, Academic Achievement scholarship and Scholarships for those in need shall remain valid.

(17) The processes for keeping the scholarship records are handled by the secretariat of the Scholarship Assessment Board, the Directorate of Student Center.

(18) The secretariat of the Board of Trustees for the scholarship procedures is handled by the Finance Directorate.

### **Scholarship Application**

**ARTICLE 10 -** (1) Scholarship applications requiring personal application of students shall be made in written form to the Directorate of Student Center, in line with the calendar published at the website of the University each year. No application is required for Group A Scholarships.

(2) The Directorate of Student Center reviews the application documents of the applicant students and submits to the Scholarship Assessment Board the applications that meet the terms of application. The scholarship/discount is awarded upon the positive opinion of the Scholarship Assessment Board and the approval of the Board of Trustees.

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(3) Students who failed to file their applications until the set deadline shall be deemed to have waived their right to apply for a scholarship for that year.

### **Scholarship Assessment Board**

(2) **ARTICLE 11** - (1) The Scholarship Assessment Board has the authority and the responsibility for the assessment, conclusion and follow-up of the scholarships to be awarded in accordance with this Directive.

(3) The board convenes ordinarily before and after YKS, DGS, Transfer and Special Talent periods.

(4) The Board normally convenes at the end of each spring semester to evaluate the scholarship status of the existing students of the University.

(5) Extraordinary meetings may be held upon the call of the Rector, if necessary.

(6) The Board convenes by an absolute majority. The Board makes decisions by a majority of the votes. In case of an equality of the votes, the decision is made in favor of the Rector's vote.

(7) Decisions taken by the Board enter into force upon the approval of the Board of Trustees. The Board of Trustees can make revisions and/or amendments in the Board decisions.

### **Duties and powers of the Board of Trustees**

**ARTICLE 12** - (1) The Board of Trustees may determine the rates and conditions of all the scholarships/discounts to be allocated for the faculties and schools before and after YKS, DGS, Transfer, Special Talent periods and also at the beginning of each academic semester. If no new determination is made by the Board of Trustees, the scholarship rates and quotas determined for the previous year shall continue to be applied in the following academic years.

(2) The Board of Trustees is authorized to differentiate the scholarships and discounts under this Directive between the programs, to change their amounts and rates and to create new scholarships.

(3) The Board of Trustees determines the cancellation of existing scholarships and the creation of new scholarships; identification of their quotas and rates; awarding scholarships in cash, awarding scholarships to all students at various rates or awarding full scholarships for all and awarding multiple scholarships, granting additional scholarship for additional placement and the procedures and principles for awarding scholarships.

(4) The Board of Trustees may decide to provide the grants of the business world as scholarships with the name of the supporter, for students.

(5) The Board of Trustees has the authority to take all the decisions regarding the scholarships to be awarded as a result of the agreements to be executed with local administrations and various institutions.

(6) Scholarships may also be awarded to students who are entitled to study at the University, but have unfavorable financial conditions and are not qualified for scholarships which are regulated in this Directive, provided that the rate and duration of such scholarships are identified by the Board of Trustees.

(7) The Board of Trustees shall decide whether the scholarship students shall receive an additional scholarship in cash and/or in-kind, and if so, what the duration, amount and conditions of such a scholarship shall be.

## **SECTION FOUR**

### **Final Provisions**

### **Provisional Article**

**PROVISIONAL ARTICLE 1** - (1) Scholarships awarded before the effective date of this Directive shall be valid under the conditions they are awarded and during the regular education period.

### **Effective Date**

**ARTICLE 14** - (1) This Directive shall enter into force on the date of its acceptance by the Board of Trustees, effective from 17/01/2018.

### **Execution**

**ARTICLE 15** - (1) The provisions of this Directive shall be executed by the Rector of Istinye University.

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