

ISTINYE UNIVERSITY
SENATE MEETING

MEETING DATE	MEETING HOUR	SESSION NO
18/07/2018	10.00	14

ISTINYE UNIVERSITY
DIRECTIVE ON GRADUATE SCHOLARSHIP AND DISCOUNT

SECTION ONE
General provisions

Purpose

ARTICLE 1 - (1) The purpose of this Directive is to encourage prospective students with a high potential, who are academically and scientifically successful, to prefer Istinye University; to guide the students of the University for success; to reward the successful students; and to regulate the procedures and principles for granting various scholarships and applying discounts to support the students in need, for the purpose of improving the quality and quantity of Istinye University's functions of education/research/social contribution, and to ensure equality of opportunity.

Scope

ARTICLE 2 - (1) This Directive regulates the procedures and principles regarding the scholarships/discounts and the earning and continuation of the scholarships/discounts to be granted to students who are admitted to graduate programs to study at Istinye University.

(2) Discounts for advance payments and early enrollment renewals, 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 Istinye University and the Istinye University Regulation on Graduate Education.

Definitions

ARTICLE 4 - (1) In this Directive;

- a) Academic Year: refers to the education and training process consisting of the fall, spring and summer semesters, which constitutes a whole,
- b) Maximum Duration of the Scholarship: refers to the duration of the scholarship to be awarded during the regular education period,
- c) Scholarship: refers to the financial/in-kind support that is provided for the reasons and under the terms specified in this Directive,
- d) Scholarship Assessment Board: refers to the board which is chaired by the Rector, is composed of a representative appointed by the Board of Trustees; the Secretary General; three academic staff members from academic units, who are appointed by the Rector; and the Finance Director, and is responsible for reviewing and deciding on the scholarship applications,
- e) Secretary General: refers to the Secretary General of Istinye University,
- f) Discount: refers to the deduction made from the tuition fee for the reasons and under the terms specified in this Directive,
- g) Finance Director: refers to the Finance Director of Istinye University,
- h) Board of Trustees: refers to the Board of Trustees of Istinye University,
- i) Regular Education Period: refers to four semesters for Master's programs with thesis, two semesters for master's programs without thesis, eight semesters for PhD programs for those who are admitted to the programs with master's degrees with thesis, and ten semesters for PhD programs for those who are admitted to the programs with master's degrees without thesis;
- j) Rector: refers to the Rector of Istinye University,
- k) University: refers to Istinye University.

SECTION TWO

Basic Scholarship and Discount Groups

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.

(2) For each graduate program, the type of the scholarships/ discounts to be awarded, their periods and rates, the number and rate of students who shall be awarded scholarships/discounts, the contents and terms of the scholarships/discounts are determined and finalized by the Board of Trustees upon the proposal of the Rectorship and announced on the website.

Group A Scholarships and discounts

ARTICLE 6 - (1) These are scholarships and discounts that can be earned during the first enrollment in the graduate program or later on during the student life, provided that it's documented:

- a) Academic level scholarship (ALES, Foreign Languages, Graduation Average, etc.)
- b) Scholarship for scientific support
- c) Accessible education scholarship
- d) Support scholarship for student living
- e) Scholarships for relatives of martyrs and for disabled veterans and their relatives
- f) Star university scholarship
- g) Family discount
- h) Discount for contracted organizations
- i) Discount for Istinye University graduates
- j) Discount for staff and staff relatives

Group B Scholarships and discounts

ARTICLE 7 - (1) These are scholarships and discounts that can be earned during the student life directly or under the condition that it's documented:

- a) Scholarship for those in need

SECTION THREE

Principles for Scholarships and Tuition Discounts

Principles for scholarships and tuition discounts

ARTICLE 8 - (1) Scholarships and discounts that are covered by this Directive shall be awarded under the following conditions:

a) The periods of the scholarships and discounts that are covered by this Directive are limited to the fall and spring semesters during the regular education period and do not include summer school tuition fees.

b) Scholarships/discounts to be awarded to students who will enroll at the University for the first time, for each graduate program, and their terms are determined by the Board of Trustees before the enrollment periods specified in the academic calendar and announced on the website of the University.

c) For each graduate program, the average scholarship/discount rate calculated considering all the students in the program cannot exceed 40%. This rate can be changed through the decision of the Board of Trustees.

d) The total of the group A scholarships/discounts that a student can receive cannot exceed 50% of the program fee. This rate can be changed through the decision of the Board of Trustees.

e) The scholarship/discount conditions that are valid at the time that the students enroll in the graduate program are valid during their regular education period, and the applied scholarships and discounts are not affected by subsequent changes.

f) Students who arrive at the University through inter-institutional transfer can benefit from the scholarships and discounts that are valid in the semester that they transferred, provided that they meet the relevant requirements.

g) The Scholarship Assessment Board shall decide how the scholarship/discount rights of those who transfer internally, shall continue.

h) The pre-transfer scholarship and discount rights of those who transfer between master's programs with the same name, but with and without thesis shall continue.

i) The student must have actively studied for one year at the University to be able benefit from group B scholarships.

j) 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.

k) Students who have been attending international exchange programs continue to benefit from scholarship rights

l) 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.

m) 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.

n) 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 non-renewal of the registration are considered as a part of the maximum duration of the scholarship.

o) Identification of whether the awarded scholarships with a condition of the student's success shall continue or not is based on the Cumulative Grade Point Average (CGPA) of the student at the end of each semester.

p) 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 the tie is still not broken, the relevant ALES scores are compared.

q) The processes for keeping the scholarship records are handled by the secretariat of the Scholarship Assessment Board and the Administrative Staff of the Institute.

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

s) The scholarship for scientific support and the scholarship for student living, which shall be awarded to the student upon the suggestion of a faculty member can be paid from the personal academic incentive fund of the relevant faculty member.

t) The Scholarship Assessment Board decides how the students who have a special student status shall benefit from the scholarship/discount rights as a result of the written application of the student.

Scholarship application

ARTICLE 9 - (1) Scholarship applications are made to the relevant Institute Directorate with the necessary documents in accordance with the schedule announced on the website of the University every year.

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

(3) Students who do not 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

ARTICLE 10 - (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.

(2) The Board normally convenes before and during the application periods for graduate programs, which are specified in the academic calendar.

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

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

(5) 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.

(6) 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 11 - (1) The Board of Trustees may determine the rates and conditions of all the scholarships/discounts to be allocated for institutes and graduate programs before and after 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 change the scholarships and discounts included in this Directive based on the programs; to change their amounts and rates; and to create new scholarships.

(3)) The Board of Trustees determines the procedures and principles for 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.

(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 be awarded to students who earned the right to study at the University, but have unfavorable financial conditions and failed to earn the right 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

Cases which are not regulated

ARTICLE 12 - (1) In cases for which there are no relevant provisions in this Directive, the Istinye University Directive on Scholarships and Discounts for Associate/Undergraduate Programs and the decisions of the Board of Trustees shall apply.

Provisional article

PROVISIONAL ARTICLE 1 - (1) Scholarships awarded before this Directive's entry into force shall be valid under the conditions they are awarded and during the regular education period.

Effective Date

ARTICLE 13 - (1) This Directive shall enter into force on the date of its acceptance by the Board of Trustees, effective from 01/06/2018.

Execution

ARTICLE 14 - (1) The provisions of this Directive shall be executed by the Rector of Istinye University