

# ALTINBAŞ UNIVERSITY SCHOLARSHIP DIRECTIVE

## PART ONE

### Objective, Scope, Basis and Definitions

#### Objective:

**Article 1** (1) The objective of this Directive is to improve the quality of education provided by Altınbaş University associate's, bachelor's and graduate degree programs through the awarding of various scholarships, loans and financial aids so as to induce students to devote more time to studies and to increase the quality of engagement with their educational activities; to award students with good academic standing; to increase student engagement and contribution in sports and arts; and enhance global reputation of Altınbaş University. Pursuant to the above-mentioned objectives and to the Additional Article 18 of the Higher Education Law (No. 2547), which is annexed to the Higher Education Law (No. 2547) through Law no. 3843; this Directive sets forth the procedures, authorizations and responsibilities regarding the application, evaluation and selection process for students who deemed eligible to receive a scholarship and/or deemed eligible for tuition discount as stated herein.

#### Scope:

**Article 2** (1) This Directive comprises regulations concerning scholarships, loans, and discounts to be awarded to students attending Altınbaş University associate, bachelor's, and graduate degree programs.

#### Definitions:

**Article 3** (1) The following terms are used in this Directive with the meanings specified:

University:	Altınbaş University,
Board of Trustees:	Board of Trustees of Altınbaş University,
President:	President of Altınbaş University,
Senate:	Altınbaş University Senate,
Administrative Board:	Administrative Board of Altınbaş University,
Scholarship Committee:	Committee set up by Altınbaş University Senate,
Scholarship:	Discount on tuition/fees for one-year academic year or additional financial support for students,
Private Scholarships Fund:	Fund created by donations from individuals and/or organizations with the aim of provide support to Altınbaş University students in need of financial aid.

## PART TWO

### Scholarships and Loans for Undergraduate and associate degree Students

#### Undergraduate Admission Scholarships:

**Article 4** (1) Admission Scholarship/Full-Tuition Scholarship: Students who are placed in programs, which have been announced as full tuition scholarship programs by the ÖSYM (Student Selection and Placement Centre), via the Student Selection and Placement Centre or Special Talent Examination, are awarded full tuition scholarships. These students shall be exempt from paying tuition fees.

(2) Admission Scholarship/Half-Tuition Scholarship: Students who are placed in programs, which have been announced as half tuition scholarship programs by the ÖSYM (Student Selection and Placement Centre), via the Student Selection and Placement Centre or Special Talent Examination, are awarded half tuition scholarships. These students shall be exempt from 50% of tuition fees.

(3) Admission Scholarship/One-Quarter Tuition Scholarship: Students who are placed in programs, which have been announced as one-quarter tuition scholarship programs by the ÖSYM (Student Selection and Placement Centre), via the Student Selection and Placement Centre or Special Talent

Examination, are awarded one-quarter tuition scholarships. These students shall be exempt from 25% of tuition fees.

(4) Admission Scholarships are non-repayable. If students, who are awarded the above-mentioned scholarships, fail to complete English Preparatory Program in 2 years, their scholarships shall be terminated. Scholarships shall be valid during the maximum period of studies as specified in Higher Education Law No. 2547.

(5) Admission Scholarships shall be applied for double major programs and summer school in accordance with the Board of Trustees decisions.

(6) Admission scholarships and other scholarships offered during the year shall not be available for summer school.

### **Merit-Based Scholarships:**

**Article 5** (1) According to their placement test scores in University entrance exam, students chosen from among those who were placed to an associate degree and undergraduate degree program for the first time and who also rank among the score segment determined by Altınbaş University Senate, are awarded merit-based scholarships for 9 months per year throughout the normative duration of studies. Merit-based scholarship shall continue provided that the student successfully passes all the courses s/he has taken, and s/he achieves a GPA of 3.00 out of 4.00. The scholarships of students who fail to meet the academic success criteria shall be cancelled. If the student fulfils the criteria for maintaining the scholarship, s/he shall continue to receive it as before.

(2) Students who earned a bachelor's degree before shall not be entitled to a merit-based scholarship.

### **Martyrs' Children Scholarships:**

**Article 6** (1) Each academic year, a total of six students (three students enrolled in undergraduate programs and three students enrolled in associate degree programs) are awarded Martyrs' Children Scholarship. These students shall be designated by University Senate decision.

(2) This scholarship shall cover the tuition fee and continue throughout the duration of studies set forth in the sub-article 5 of Article 4.

(3) Students wishing to apply for Martyrs' Children Scholarship are required to make a pre-application to the Department of Health, Culture and Sports before the deadline, along with any documents required.

(4) In the event that applications exceed the quota set for Martyrs' Children Scholarship, applicants shall be sorted by their central placement scores. Students who cannot be granted scholarships shall register according to the requirements of the program they are placed in.

### **Sports Scholarships:**

**Article 7** (1) A full-tuition waiver will be awarded to athletes who had various sporting achievements in the last 4 years in a sports field specified by Turkish Ministry of Youth and Sports if they enrol and are placed in Altınbaş University. The tuition waiver will remain valid throughout the regular duration of studies. The waiver will be awarded to athletes that fall in the following groups:

(a) 1<sup>st</sup> Group: Athletes who have won medals in adults' category of World and European Cup Finals of sports branches for which World and European Championships are not organised; athletes who have won medals in adults' category of World and European Championship Finals of Olympic Games, Paralympic Games, Deaflympics, Youth Olympic Games, and Olympic and Paralympic sport branches.

(b) 2<sup>nd</sup> Group: Athletes who have won medals in U-21, Youth and All-Star category of World and European Cup Finals where World and European Championships for U-21, Youth and All-Star category of Olympic and Paralympic sport branches are not organised; athletes who have won medals in European Games, University Games, Mediterranean Games, Islamic Solidarity Games, European Youth Summer/Winter Olympic Festival and World Championships organised by the Fédération Internationale du Sport Universitaire (FISU, English: International University Sports Federation); and athletes who participated in Olympic Games, Paralympic Games, Deaflympics and Youth Olympic Games.

(c) 3<sup>rd</sup> Group: Athletes who have won medals in international competitions and tournaments organised in Olympic and Paralympic sport branches which are included in competition event calendar of international federations and participated by at least 16 athletes from different countries in individual sport branches, and at least by different 9 national teams in team competitions; athletes who have

competed in European and World Championship Finals held in Adults, U-21, Youth and All-Star

category of Olympic and Paralympic sport branches;  
athletes who have competed in Adults, U-21, Youth and All-Star category of World and European Cup Finals of sports branches for which no World and European Championships are organised.

(2) Students who have taken part in various national and international inter-university sports competitions on behalf of Altınbaş University and ranked among top three winners will be awarded a tuition waiver upon the recommendation of the Scholarship Committee, the President's Office, and the approval of the Chair of the Board of Trustees.

(3) Sports Scholarships shall not apply to summer school.

### **Art Scholarships:**

**Article 8** (1) Art scholarships are awarded to students who have ranked among the top three in international painting, sculpture, film, and classical music competitions. In order to receive a scholarship, the said students must apply to Altınbaş University Scholarship Committee for a scholarship before they choose their major. The scholarships will be awarded to the eligible applicants in case they are admitted to Altınbaş University. The amount and the duration of scholarship shall be determined by the President's Office.

(2) Students who have taken part in various national and international inter-university art competitions on behalf of Altınbaş University and ranked among top three winners will be awarded a scholarship upon the recommendation of the Scholarship Committee, the President's Office, and the approval of the Chair of the Board of Trustees.

(3) Art Scholarships shall not apply to summer school.

### **Honours Scholarships:**

**Article 9** (1) At the end of the each academic year, after the completion of English preparatory program, top students who have achieved outstanding academic results in their respective Undergraduate School/Vocational School are awarded Honours Scholarships for the following academic year; provided that they fulfilled the normal course load, equivalent to the required ECTS credits, specified for each year by their respective programs, passed all classes they have taken and had a GPA greater than 3.50.

(2) Students admitted to Altınbaş University via undergraduate (internal) transfer or via external transfer are required to complete two semesters in Altınbaş University in order to be eligible for an honour scholarship.

(3) In the event that a student, who is entitled to receive an honours scholarship, does not register, cancels registration, or is dismissed for any reason; the scholarship shall not be transferred to another recipient.

(4) When calculating GPA of top-ranking students for the respective academic year, the grades they received at summer school shall be excluded.

(5) Department of Health, Culture and Sports shall conduct an evaluation at the end of each academic year to determine the recipients of honours scholarship. Students do not need to apply for this type of scholarship. Department of Health, Culture and Sports shall determine the recipients and notify them in writing. Honour Scholarships shall be allocated as follows:

Ranking	Scholarship Amount
First rank student in class	Full tuition waiver
Second rank student in class	Fifty percent tuition waiver
Third rank student in class	Twenty-five percent tuition waiver

(6) In the event of equal GPA, two criteria are respectively given priority over others: total ECTS credits completed by the student in his/her programme of study at Altınbaş University and students' dates of birth. The younger candidate with more ECTS credits will be given priority.

(7) In the event that a student, who is deemed eligible for an honours scholarship, is already receiving a full-tuition scholarship; s/he shall not be entitled to a grant above the amount of full (100%) scholarship.

(8) Students who have sat a make-up exam shall not be entitled to an honours scholarship.

(9) Honours scholarship shall not apply to summer school.

(10) Students who start their studies in the Spring semester (students who will complete the Preparatory Programme at the end of the Fall semester and will start their undergraduate studies in the Spring semester) shall not be awarded an honours scholarship at the end of the Spring semester. Their academic standing will be taken into consideration at the end of the next fall and spring semester (June).

(11) This scholarship is not available for students who have been placed in Altınbaş University with a full admission scholarship.

#### **Scholarship awarded by the Board of Trustees:**

**Article 10** (1) Students placed in scholarship programs (including preparatory class students) or programs requiring tuition payment may be awarded an additional/merit-based 25% discount on their tuition fees upon recommendation from the President's Office and approval of the Chair of the Board of Trustees. Students awarded with the said scholarship shall be entitled to maintain it throughout the normative duration of their studies, provided their GPA is 3.00 and above. Otherwise, student's scholarship status shall be reset to its former status. Students who suffer a fundamental change in their financial situation (bankruptcy, death of a person who covers their financial expenses, etc.) after entering the university and who can prove their situation with valid documentation document can apply for this scholarship.

#### **Sibling Discount:**

**Article 11** (1) A discount of 15% shall be made on tuition fees to be paid by each of the siblings who concurrently study in Altınbaş University English Preparatory Program, associate and/or undergraduate degree programs or the same rate of discount will be offered to the sibling(s) of students who graduated from the said programs (except for graduate programs), provided that they apply for the discount at the beginning of each academic year, before the add/drop period concludes. In order to continue to benefit from sibling discount, a renewal application shall be made at the Department of Health, Culture and Sports at the beginning of each academic year. This discount applies also to legally adopted persons.

#### **Scholarships Based on University Preference:**

**Article 12** (1) This type of scholarship is awarded to students studying in specified programs. The scholarships amounts are determined by the President's Office for each academic year and are subject to the approval from the Chair of the Board of Trustees.

(2) The duration of this scholarship shall be the same with the durations set forth in the sub article 5 of Article 4.

(3) Scholarships Based on University Preference shall not apply to summer school.

### **PART THREE Graduate Scholarships**

#### **Graduate Admission Scholarships:**

**Article 13** (1) A scholarship quota may be allocated to some graduate programs deemed appropriate by the decision of University Administrative Board and upon the recommendation of the Administrative Board of the relevant Graduate School.

#### **Merit Scholarships:**

**Article 14** (1) These scholarships are awarded to the highest-ranking graduating students in their respective undergraduate degree programs at Altınbaş University. Among students admitted to

graduate degree programs, first ranked student in his/her department shall be awarded a full tuition scholarship; second ranked student in his/her department shall be awarded 75% tuition scholarship and the third ranked student in his/her department shall be awarded 50% tuition scholarship. In the event that an Altınbaş University graduate is admitted to a graduate program at Altınbaş University, a 15% scholarship discount will apply to the tuition fee that the candidate is required to pay.

**Contractual Scholarships for Same Group Employees:**

**Article 15** (1) In the event that employees working at the same company/organization/institution are admitted to any graduate program in Altınbaş University, discount rate to be applied shall be determined by agreement between the relevant company/organization/institution and the University. Apart from that, the University may announce scholarship opportunities for a certain company/organization/institution by unilateral engagement.

**Duration of Scholarships:**

**Article 16** (1) Students awarded graduate scholarships are entitled to maintain their scholarships throughout the normative duration of graduate studies, if they achieve good academic standing. However, students who are required to repeat courses due to failure, for credit or to improve grades shall make payment for credits of classes they retake. Scholarship shall not cover repeated courses.

(2) At least 15% of students enrolled in a thesis-based master's degree programme or a PhD degree programme will be granted a scholarship, if they meet a certain set of requirements. The highest placement score achieved by students will be taken into consideration when offering master's and PhD degree scholarships.

(3) Starting from the semester when degree courses of the student's programme are first offered, the normative duration of studies shall be four years in thesis-based master's programmes (except for preparatory year), eight years in doctoral programmes (except for preparatory year), and ten semesters for undergraduate programmes and for students who have been admitted directly to a PhD programme, regardless of whether a student has enrolled or not for each semester.

(4) Master's and PhD degree students' qualification for a scholarship will be determined based on the measurement and assessment grade they have been given before admission to the programme. Accordingly, the student ranking will be based on the average of 50% of their ALES (Academic Personnel and Graduate Education Exam) score and 50% of their GPA.

(5) In the event that a student who is subject to this article transfers to another master's or PhD degree programme at Altınbaş University or at another University, their scholarship status will be determined based on the recommendation of Altınbaş University Institute of Graduate Studies Administrative Board, the approval of the Senate and the decision of the Board of Trustees.

(6) In the event that a beneficiary student quits their thesis-based master's or PhD degree programme, a new student will be offered a scholarship.

(7) In the event that a student fails to graduate by the end of expected graduation term, s/he shall pay the tuition fee for the extended study period.

**PART FOUR**  
**General Provisions**

**Staff Discount:**

**Article 17** (1) University employees admitted to any degree program in Altınbaş University shall be exempted from paying 75% of tuition fee; their spouses and children shall be exempted from paying 50% of tuition fee. Should employee status be lost due to resignation or involuntary termination of employment, tuition waiver benefits shall be cancelled as of the ending date of employment.

(2) Staff discount shall continue throughout summer school.

**Private Scholarships:**

**Article 18** (1) By donating to Altınbaş University, natural and/or legal persons may award conditional or unconditional scholarships on their own behalf, or on behalf of living or deceased family members.

(2) All donations, regardless of their origin, made by natural and/or legal persons shall be transferred to Private Scholarships Fund.

(3) The Fund consists of financial aids and scholarships for covering textbooks costs, housing, and food expenses of students in need.

(4) All scholarships included in Private Scholarships Fund are awarded on an annual basis, and they are non-repayable. Students are required to reapply each academic year for a renewal.

(5) Scholarship applications submitted by students shall be evaluated by the Scholarship Committee and finalized by the President's approval.

(6) Evaluation criteria shall be set forth by the University Administrative Board for each academic year.

**Termination of Scholarships and Tuition Discounts due to Disciplinary Penalty:**

**Article 19** (1) Except for admission scholarships stated in the Article 4 of this Directive; if a student, who is awarded scholarship, is subject to temporary dismissal due to a violation of institutional rules, s/he shall not be entitled to receive scholarship in the following semester. If a student is subject to temporary dismissal for the second time, or s/he is sentenced to prison due to an infamous crime s/he committed, his/her scholarship shall be decisively terminated.

**Scholarship Committee:**

**Article 20** (1) Chaired by the Vice President for Student Affairs, the Scholarship Committee shall consist of three faculty members assigned by the Senate and the Head of Health, Culture and Sports.

(2) The Head of Health, Culture and Sports shall act as the rapporteur of the Committee.

(3) All committee decisions shall be submitted to the University President for approval.

(4) Committee shall make decisions governing associate, bachelor's, and graduate degree scholarships.

The secretarial works concerning scholarships and discounts shall be carried out by the Health, Culture and Sports Office. All other procedures regarding payment and tracking shall be carried out by the Budget and Finance Office.

**Effective Date:**

**Article 21** (1) This Directive was approved by the University Senate June 13<sup>th</sup>, 2011 and became effective on the afore-mentioned date.

**Execution**

**Article 22** (1) The provisions of this Directive shall be executed by the President of Altınbaş University.