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| OSTİM TECHNICAL UNIVERSITY**GRADUATE SCHOOL OF ENGINEERING AND SCIENCES** SPECIAL STUDENT COURSE REGISTRATION FORM......./......./20….TO THE HEAD OF THE DEPARTMENT OF …………….……….My personal information is given below and I would like to take the lessons listed below as a special student. Kindly submitted for necessary action.

|  |
| --- |
| Special Student's:  |
| Name & Surname |  |
| Department the student applied to |  |
| Educational Status | [ ] Undergraduate Degree | [ ] Master's Degree Graduate | [ ] Other University/Institute Student |
| Address |  |
| Phone Number | Mobile Phone Number: Home/Business: |
| e-mail |  |

|  |  |  |
| --- | --- | --- |
| Registration Information |  |  |
| Academic Year | 20......./20…. | [ ] I paid the student registration fee      [ ]   Protocol |
| Term | [ ] Fall | [ ] Spring |

Courses I Want to Take:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Course Code | Course Name | Lecturer | Credit |
| 1. |  |  |  |  |
| 2. |  |  |  |  |

Name-Surname Signature Special Student......./....../20.....TO THE DIRECTORATE OF INSTITUTE NATURAL AND APPLIED SCIENCESThe request of the student, whose information is given above, to take the courses was approved. I kindly request that it is registered to your records. Title / Name Surname SignatureHead of the DepartmentEXPLANATION:IN ACCORDANCE WITH OSTİM TECHNICAL UNIVERSITY GRADUATE EDUCATION AND TRAINING REGULATION,1. Students enrolled in a graduate, doctoral or artistic qualification program at another higher education institution may be accepted as special students with the approval of the head of the department/arts department of the institute they are enrolled in. The exemption procedures of the courses that the students who are accepted to the graduate courses take as special students and are successful are carried out by the directory of the institute/head of the department where they are registered. ( Article 9/1)
2. In the admission of special students, entrance exams are not held, grade level and language examination conditions are not sought. Special students cannot enroll in seminars, semester projects and theses. Those who take courses in special student status cannot benefit from student rights, scholarship or wage discount. (ARTICLE9/2-3)
3. Those who are graduates or students of a higher education institution and want to increase their knowledge on a particular subject can be accepted as special students for postgraduate courses with the approval of the relevant Institute and Head of the Department. (ARTICLE 9/4)
4. Being a special student is not an education type aimed directly at obtaining a degree in the relevant program, and its duration cannot exceed two semesters.ARTICLE 9/5)
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