**APPLICATION FOR COURSE EXEMPTION**

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#  TO THE DEAN’S OFFICE

**FACULTY OF AERONAUTICS & ASTRONAUTICS**

I request that I be exempt from the courses shown in the table below, which I have passed successfully as shown in my transcript of records I have received from the University/Faculty/School of ..............................................................................................................................

Sincerely.

**Student Information**

|  |  |
| --- | --- |
| National ID Number |  |
| Student Number |  |
| Full name |  |
| Department |  |
| Phone number |  |

**Courses requested exemption**

|  |  |  |  |
| --- | --- | --- | --- |
| **Code** |  **Name** | **Code** |  **Name** |
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**ATTACHMENTS:**

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|  | **Attachment-1** |  ***Transcript of records*** |
|  | **Attachment-2** | Course contents |

**Iskenderun Technical University
Regulation for Instruction and Examination of Associate and Bachelor Degrees**

Signature

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ARTICLE 14 - (1) Upon demand, during the initial registration into the university, students are offered a test of exemption from courses specified by the Presidency. Students who receive a mark of CC and higher from the test are considered to have been successful in these courses, and their test results are registered as course completion grades.

(2) Students who have registered into a department of the university may be exempt from courses, only if the courses they have taken from a previous higher education body comply with the course program of the currently registered unit in terms of course content and credits, and the marks specified in this regulation are registered in the automation system. Course exemptions are only accepted one time, at the beginning of the first semester of the student, upon recommendation of the exemption committee and decision of the administration of the relevant department.

(3) Students are required to complete their applications for exemption and adjustment within the deadlines in the academic calendar into their registered departments. Applications completed after the deadlines will not be accepted. If the total exempted credits of students, including the common mandatory courses, are equal to or higher than half of the total credits of the first year courses, the second year courses are adjusted accordingly. For the third year courses to be adjusted, students are required to be exempt from 2/3 of the total credits of the first year courses or at least half of the total credits of the second year courses.

(4) Course exemption adjustments and their respective years are decided by the administration of the relevant department according to the 3rd item of this article. The equivalent period accepted is deducted from the period of instruction. Students with their course adjustments completed are initially to take non-exempted sub-year courses, if any.