

DIRECTIVE ON THE ENGLISH PREPARATORY CLASS EDUCATION, INSTRUCTION, AND EXAMINATIONS OF THE SCHOOL OF FOREIGN LANGUAGES
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Senate	
Date	08/08/2019
No	22

KÜTAHYA DUMLUPINAR UNIVERSITY

**DIRECTIVE ON EXEMPTION FROM THE FOREIGN LANGUAGE
PREPARATORY CLASS AND COMPULSORY FOREIGN LANGUAGE COURSES**

Purpose and Scope

ARTICLE 1– (1) The purpose of this Directive is to regulate the principles governing exemption from the Foreign Language Preparatory Class conducted by the School of Foreign Languages at Kütahya Dumlupınar University and from compulsory foreign language courses included in associate and undergraduate programs, as well as the principles regarding the conversion of grades obtained from the Foreign Language Proficiency Examination (YDYS) and the Compulsory Foreign Language Course Exemption Examination into letter grades.

(2) This Directive covers the procedures and principles to be applied in exemption processes from the compulsory foreign language preparatory class and from compulsory foreign language courses included in associate and undergraduate programs at Kütahya Dumlupınar University.

Legal Basis

ARTICLE 2– (1) This Directive has been prepared pursuant to Article 5, paragraph (1) of the Higher Education Law No. 2547 dated 4/11/1981; the Regulation on the Principles to Be Observed in Foreign Language Teaching and Instruction in a Foreign Language in Higher Education Institutions published in the Official Gazette dated 23/03/2016 and numbered 29662; the Kütahya Dumlupınar University Associate and Undergraduate Education and Examination Regulation; and the Regulation on Foreign Language Preparatory Class Education, Instruction, and Examinations at Kütahya Dumlupınar University.

Definitions

ARTICLE 3– (1) For the purposes of this Directive:

a) **Senate:** the Senate of Kütahya Dumlupınar University,

b) **University:** Kütahya Dumlupınar University,

c) **University Administrative Board:** the Administrative Board of Kütahya Dumlupınar University,

ç) **Foreign Language Proficiency Examination (YDYS):** a two-stage examination administered for students to be exempt from or deemed successful in the foreign language preparatory class; the first stage measures grammar, reading, and listening comprehension, and the second stage measures writing and speaking skills,

d) **School of Foreign Languages (YDYO):** the School of Foreign Languages at Kütahya Dumlupınar University,

e) **Compulsory foreign language courses:** the courses offered in associate and undergraduate programs within academic units, including English I, English II, German I, German II, French I, French II, Russian I, and Russian II,

f) **Compulsory Foreign Language Course Exemption Examination:** the examination administered by the School of Foreign Languages for students placed by ÖSYM who request exemption from compulsory foreign language courses,

g) **Compulsory foreign language preparatory class:** the foreign language education that students are required to attend in programs where the language of instruction is wholly or partially a foreign language.

Exemption from the Compulsory Foreign Language Preparatory Class

ARTICLE 4– (1) In order for students to be exempt from or deemed successful in the foreign language preparatory class, they must obtain at least 65 out of 100 in both stages of the two-stage Foreign Language Proficiency Examination (YDYS). Students who fail to obtain at least 65 out of 100 in the Stage 1 Examination of the YDYS shall not be allowed to take the Stage 2 Examination. The preparatory class success grade shall be calculated as 50% of the Stage 1 score and 50% of the Stage 2 score.

(2) Students who meet one of the following conditions shall be exempt from the foreign language preparatory class upon request:

a) Students who have successfully completed at least the last three years of their secondary education in institutions attended by nationals of the country where the target foreign language is the native language, and who can document this;

b) Students who have obtained at least the minimum scores specified in Table 1 from national or international foreign language examinations taken outside the University and recognized as valid by the Council of Higher Education.

Table 1. Minimum scores for equivalency to YDYS

EXAMINATION	SCORE

CAE	A
CPE	C
PTE Academic	78
TOEFL IBT	96

c) **(Added by Senate Decision dated 02/09/2019 and numbered 24)** Students who have been transferred to the University after successfully completing the foreign language preparatory program of any higher education institution offering such education within the last five years, provided that this is documented.

(3) Students who meet one of the following conditions shall, upon request, be exempt from the Stage 1 Examination of the YDYS and directly take the Stage 2 Examination:

a) Students who have completed and documented the successful completion of a foreign language preparatory program at any higher education institution within the last five years;

b) Students who have obtained at least the minimum scores specified in Table 2 from national foreign language examinations recognized as valid by the Council of Higher Education.

Table 2. Minimum scores for equivalency to YDYS Stage 1

EXAMINATION	SCORE
YDS/e-YDS	80
YÖKDİL	80

(4) In order for the scores obtained from the examinations listed in Table 1 and Table 2 to be considered valid, the examination validity period determined by the relevant administering institutions shall apply. In cases where no validity period is specified, the validity period shall be determined by the Council of Higher Education.

Exemption from Compulsory Foreign Language Courses

ARTICLE 5– (1) Students placed at the University by the Student Selection and Placement Center (ÖSYM) who meet one of the following conditions shall, upon request, be exempt from compulsory foreign language courses in the relevant language:

- a) Students who take and successfully pass the Compulsory Foreign Language Course Exemption Examination administered by the School of Foreign Languages (YDYO) at the beginning of each academic year,
- b) Students who are exempt from or have successfully completed the foreign language preparatory class,
- c) Students who have obtained at least the minimum scores specified in Table 3 from national and international foreign language examinations taken outside the University and recognized as valid by the Council of Higher Education.

Table 3. Minimum Scores for Exemption from Compulsory Foreign Language Courses

F o r e i g n L a n g u a g e	Examination Name	Sc o r e
Ger ma n	DSD	C1
	Goethe-Zertifikat	Au sre ich en d (6 0–

		69)
	TELC Deutsch	C1 – Au sre ich en d
	TestDAF – TDN	Le vel 3
	YDS/e-YDS	65
	YÖKDİL	65
Fre nch	DELF & DALF	D A LF C1
	YDS/e-YDS	65
	YÖKDİL	65
En glis h	CAE	Gr ad e C
	CPE	Gr ad e C
	PTE Academic	67
	TOEFL IBT	78
	YDS/e-YDS	65
	YÖKDİL	65
Ru ssia n	TORFL	Le vel 3 (6 6– 74)
	YDS/e-YDS	65

(2) In order for the scores obtained from the examinations listed in Table 3 to be considered valid, the validity period determined by the relevant administering institutions shall apply. Where no validity period is specified, the validity period shall be determined by the Council of Higher Education (YÖK).

Conversion of Achievement Grades into Letter Grades

ARTICLE 6– (1) The conversion of achievement grades obtained from the Foreign Language Proficiency Examination (YDYS) and the Compulsory Foreign Language Course Exemption Examination into letter grades for compulsory foreign language courses in associate and undergraduate programs shall be carried out in accordance with the “Assessment and Grades” provisions of the Kütahya Dumlupınar University Associate and Undergraduate Education and Examination Regulation. The letter grades of the relevant courses shall be converted into their equivalent in the 100-point grading system and recorded in the transcript. The local credits and ECTS values of the exempted courses shall remain unchanged.

ARTICLE 7–

(1) A student who has been exempted from the compulsory Foreign Language I (English) and Foreign Language II (English) courses based on the YDYS result, but wishes to improve their grade, may apply in writing and take the Compulsory Foreign Language Course Exemption Examination conducted in accordance with the “Kütahya Dumlupınar University Directive on Admission to Associate/Undergraduate Programs, Initial Registration, and Course Equivalency Procedures.”

(2) Students who obtain exemption from compulsory foreign language courses through the YDYS or the Compulsory Foreign Language Course Exemption Examination may, if they wish, retake these courses for grade improvement by applying to their departments in writing. In such cases, the provisions of the “Kütahya Dumlupınar University Academic Performance Evaluation Directive” shall apply for determining the course grade.

(3) Within the scope of this Article, the most recent grade obtained shall be considered valid.

Cases Where No Provision Exists

ARTICLE 8– (1) In cases where no provision exists in this Directive, the decisions of the University Administrative Board and the Senate shall apply.

Repealed Directive

ARTICLE 9– (1) The “Directive on Exemption from the English Preparatory Program and Compulsory Foreign Language Courses” of Dumlupınar University, adopted by the Senate on 28.06.2018 and numbered 15, has been repealed.

Adaptation (Transitional Provision)

TEMPORARY ARTICLE 1– (1) For students enrolled in the Foreign Language Preparatory Class prior to the 2019–2020 Academic Year, in order to be exempt from or deemed successful in the Foreign Language Preparatory Class, they must obtain at least 65 out of 100 in the single-stage YDYS administered at the beginning and end of each academic year.

In addition, students who have obtained at least the minimum scores specified in Table 4 from national or international foreign language examinations recognized as valid by the Council of Higher Education (YÖK) shall also be deemed exempt from the foreign language preparatory class.

Table 4. Minimum Scores for YDYS Equivalency Applicable to Students Enrolled in the Foreign Language Preparatory Class Prior to the 2019–2020 Academic Year

EXAMINATION	SCORE
YDS/e-YDS	65
YÖKDİL	80
CAE	B
CPE	C
PTE Academic	67
TOEFL IBT	68

Force

ARTICLE 10– (1) This Directive shall enter into force on the date of its adoption by the Senate of Kütahya Dumlupınar University.

Execution

ARTICLE 11– (1) The provisions of this Directive shall be executed by the Rector of Kütahya Dumlupınar University.