



**FENERBAHÇE UNIVERSITY
GRADUATE SCHOOL
COURSE EXEMPTION, EQUIVALENCY, AND TUITION PROCEDURES AND
PRINCIPLES**

PART ONE

Purpose, Scope, Basis, and Definitions

Purpose

ARTICLE 1- (1) The purpose of these procedures and principles is to regulate the processes related to course exemption, equivalency, and tuition fees for students admitted to the diploma programs of the Fenerbahçe University Graduate School.

Scope

ARTICLE 2- (1) These procedures and principles cover the provisions regarding course exemption, equivalency, and tuition fees for students admitted to the diploma programs of the Fenerbahçe University Graduate School.

Basis

ARTICLE 3- (1) These procedures and principles have been prepared based on the Fenerbahçe University Postgraduate Education and Training Regulation and Article 14/b of the Higher Education Law No. 2547.

Definitions

ARTICLE 4- (1) Definitions in these procedures and principles are as follows:

- a) ECTS: European Credit Transfer and Accumulation System,
- b) Graduate School: Fenerbahçe University Graduate School,
- c) GPA: Grade Point Average,
- d) Equivalency: The procedures required for one course to be recognized in place of another,
- e) Exemption: The removal of a course from a student's course requirements by recognizing it as equivalent to another course,
- f) OIS: Fenerbahçe University Student Information System,
- g) Student: A student enrolled in the Graduate School programs,
- h) Program: Master's with thesis, non-thesis master's, and PhD programs,
- i) Rector: Fenerbahçe University Rector,
- j) Senate: Fenerbahçe University Senate,
- k) University: Fenerbahçe University,

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- 1) Regulation: Fenerbahçe University Postgraduate Education and Training Regulation.

PART TWO

Exemption and Equivalency Procedures

Application

ARTICLE 5- (1) For postgraduate programs, applications for course exemption must be submitted within the date range specified in the academic calendar.

(2) The application for exemption procedures is submitted by the student in person.

(3) During the application, the exemption form, the course descriptions approved by the higher education institution previously attended by the student, and the transcript must be submitted to the Graduate School. If the submitted documents are unapproved or incomplete, the application will not be processed.

Evaluation

ARTICLE 6- (1) The exemption evaluation is carried out by taking into account the credit and ECTS values of the courses, their letter grade equivalents, and their course descriptions. If the ECTS value and/or letter grade is not indicated on the transcript, the evaluation is carried out based on the other available criteria. The course content must be at least 70% compatible, and the learning outcomes must be comparable. If these conditions are met for all relevant courses, the courses to be exempted are determined in consultation with the student.

(2) It is not required that the course for which the exemption is requested has the same name as the course considered equivalent, nor that the courses are taught in the same language or classified as compulsory or elective.

(3) For a student to be exempted from a course, they must have received a grade considered “successful” according to the grading system of the university where the course was taken, and the equivalent grade at Fenerbahçe University must be at least a “passing” grade.

(4) A maximum of eight (8) previously completed master’s level courses with a passing grade may be transferred into the non-thesis master’s program, and a maximum of six (6) may be transferred into the master’s program with thesis. The semester project course and the master's thesis cannot be exempted.

(5) A maximum of six (6) previously completed PhD level courses with a passing grade may be exempted in the PhD program. The PhD qualifying exam, thesis monitoring, and the PhD dissertation cannot be exempted.

(6) The exemption request is finalized based on the recommendation of the division chair and the decision of the Institute Administrative Board.

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(7) The student must continue to meet all course selection and other course-related requirements until the exemption application is decided by the Institute Administrative Board.

(8) The exemption decision is communicated to the Registrar's Office by the Graduate School and then processed by the Registrar's Office in the OIS. No separate notification will be sent to the student.

(9) Courses from which a student is exempted may not be retaken during their studies at the University.

Equivalency

ARTICLE 7- (1) Courses from which the student is exempted are included in the GPA calculation and are shown on the transcript.

(2) The equivalency procedures for exempted courses are carried out in accordance with the Regulation.

Objection

ARTICLE 8- (1) The student may submit a written objection to the Graduate School Secretariat within three (3) working days from the date the exemption decision is announced in the OIS.

(2) The Institute Administrative Board shall accept or reject the objection within three (3) working days. If the objection is accepted, the new decision is final, and the Graduate School will communicate it to the Registrar's Office and notify the student.

Maximum duration

ARTICLE 9- (1) If a student granted course exemption is exempt from 4-6 courses in the non-thesis master's program, one semester is deducted from the program duration. If the student is exempt from 7-8 courses, two semesters are deducted. In master's with thesis and PhD programs, one semester is deducted from the program duration for students who are exempt from 3-6 courses.

(2) In cases not covered by the first clause, no deduction is made from the maximum program duration.

Tuition

ARTICLE 10- (1) For each course from which the student is exempt, a tuition fee discount of 7% is applied for non-thesis master's programs, 5% for master's programs with thesis, and 3% for PhD programs.

(2) Graduate tuition fees cover 3 semesters for non-thesis master's programs, 4 semesters for master's programs with thesis, 8 semesters for PhD programs admitted with a master's degree, and 10 semesters for PhD programs admitted with a bachelor's degree.

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(3) This period also includes scientific preparation, non-renewal of registration, absences, and similar cases.

(4) A student who cannot complete the relevant program within this period must pay 25% of the current program fee for each additional semester in master's programs with thesis, and 15% in PhD programs.

(5) If a student enrolled in a master's program requests to withdraw before the start of the second semester, 60% of the tuition fee is refunded. If the request is made before the start of the third semester, 30% of the tuition fee is refunded.

In subsequent semesters, no tuition refund will be granted to a student who withdraws from the university for any reason.

(6) If a student enrolled in a PhD program requests to withdraw before the start of the second semester, 70% of the tuition fee is refunded. If the request is made before the start of the third semester, 45% is refunded, and if before the start of the fourth semester, 20% is refunded. In subsequent semesters, no tuition refund will be granted to a student who withdraws from the university for any reason.

PART THREE

Miscellaneous and Final Provisions

PROVISIONAL ARTICLE 1- (1) Students who enrolled before the spring semester of the 2025-2026 academic year are exempt from the provisions of these procedures and principles concerning maximum program duration and tuition fees.

Effective Date

ARTICLE 11- (1) These procedures and principles take effect on the date of their approval by the Senate.

Implementation

ARTICLE 12- (1) These procedures and principles are implemented by the Rector of Fenerbahçe University.

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