KADIR HAS UNIVERSITY
REGULATIONS CONCERNING THE APPLICATION FOR AND THE AWARDING OF GRADUATE STUDENT SCHOLARSHIPS

Aim
Article 1 - The aim of these regulations is to stipulate the procedures and principles concerning the scholarship applications, as well as the principles of evaluating the applications of students who are recognized to have the right to study at a graduate program as outlined in the terms of the Kadir Has University Regulation for Graduate Studies Education.

Content
Article 2 - These regulations cover the administration of scholarships for KHU graduate students.

Article 3 – Scholarships defined within the scope of these regulations do not cover the academic preparation or the English language preparation programs which the students may need to attend before starting their graduate education. Students who attend these programs must pay 2/3 of their graduate program’s tuition fee for the relevant semester at the current rate specified by the Board of Trustees.

Article 4 – Scholarships defined within the scope of these regulations are not valid for graduate programs which KHU offers in collaboration with international partners. Scholarships for those programs cannot be combined or used together with scholarships defined within the scope of these regulations.

Legality
Article 5 - These regulations are based on Kadir Has University Regulations for Graduate Studies which was published in the Official Gazette dated 28.07.2012 and numbered 28367.

Types of scholarships
Article 6 - Kadir Has University offers the following types of scholarships for graduate studies: Kadir Has Scholarship, Outstanding Achievement Scholarship, Achievement Scholarship, Project Scholarship and Alumni Scholarship.

Kadir Has Scholarship: Kadir Has Scholarships will be awarded to students of thesis-track Master’s programs and Doctorate programs who have been awarded the Outstanding Achievement Scholarship and who have met the eligibility criteria based on the relevant
department’s recommendation, the relevant Institute’s Administrative Board decision and the approval of the Rectorate.

Students who receive Kadir Has Scholarships receive, during their standard course of studies (4 semesters for Master’s and 8 semesters for Doctorate programs), compensation for living expenses, the amount of which shall be stipulated by the Board of Trustees.

Students who receive Kadir Has Scholarships must be dedicated to their studies full-time, be regularly present at the university, and support the educational activities (giving lectures and seminars, laboratory work, exam proctoring etc.) of their department/faculty and/or graduate program and support the research activities of faculty members and in general assist the academic work of his/her unit for a minimum of twenty hours per week.

Before completing their studies, Doctorate students receiving Kadir Has Scholarships must publish at least one article in an academic journal indexed in SCI, SSCI or AHCI and present a paper at an academic conference which has a selection committee. The publication of a paper in a refereed journal instead of presenting at a conference may be acceptable. Master’s students receiving this scholarship must publish at least one article in a refereed journal before completion of their program of study.

Kadir Has Scholarship recipients are not allowed to hold any part-time or full-time job with institutions other than Kadir Has University. Scholarship recipients are entitled to fourteen days of holiday per year during semester breaks.

The duties of Kadir Has Scholarship recipients are determined by the directors of the relevant department/faculty, who notifies the relevant institute of these duties.

After they pass the Qualification Examination and their dissertation proposal gets accepted by the Dissertation Monitoring Committee, Kadir Has Scholarship recipients will be given compensation to participate at one conference during the standard course of studies. The amount of this compensation shall be at the rate of the BAF Average specified by the University’s Regulation for Scholarly Research Funds (BAF) and it shall be given on condition that a paper is presented at a domestic or foreign conference and the title of the paper is listed with Kadir Has affiliation in the general program of the conference.

If a student receiving a Kadir Has Scholarship also receives a TÜBİTAK scholarship, then he/she shall no longer be entitled to compensation for living expenses; however, the student shall continue receiving the Outstanding Achievement Scholarship, during his/her standard course of studies and will receive support for research once a year, the amount of which shall be stipulated by the Board of Trustees. This financial support must be utilized in line with the terms and conditions of the Regulation for Scholarly Research Funds (BAF). Other responsibilities of these students stemming from the Kadir Has Scholarship will continue.

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If a student receiving the Kadir Has Scholarship cannot complete his/her studies within the standard period of study then he/she shall no longer be entitled to compensation for living expenses; however, the student shall continue receiving the Outstanding Academic Achievement Scholarship for two more semesters to enable the completion of his/her thesis. If this amount of time is exceeded, the scholarship expires and the student must pay the tuition fee of the relevant semester at the current rate.

The quota for Kadir Has Scholarships for the relevant programs are determined by the Rectorate every May and announced by the Institutes.

**Outstanding Achievement Scholarship:**
Outstanding Achievement Scholarships which confer a 100% tuition waiver during the standard course of studies (4 semesters for Master’s and 8 semesters for Doctorate programs) will be awarded to students of thesis-track Master’s programs and Doctorate programs who have met the eligibility criteria with the relevant department’s recommendation, relevant Institute’s Administrative Board decision and the Rectorate’s approval. Students awarded Outstanding Achievement Scholarships are not permitted to work full time at any other institution and they are required to support the educational activities of their department/faculty and/or graduate program for a minimum of 10 hours per week. If recipients of this scholarship decide to work at a full-time job after they are awarded the scholarship then their Outstanding Achievement Scholarship must be terminated; they may still be awarded the Achievement Scholarship upon the recommendation of the Department and the approval of the Rectorate.

Doctorate students receiving Outstanding Achievement Scholarships are expected to publish at least one article in an international refereed journal, and Master’s students receiving this scholarship are expected to publish at least one article in a refereed journal before completing their studies.

If a student receiving the Outstanding Achievement Scholarship cannot complete his/her studies within the standard course of studies (4 semesters for Master’s and 8 semesters for Doctorate programs), may be given an additional semester to complete their thesis providing that he/she has legitimate and valid reasons, the Department’s decision, the Institute’s Board of Directors’affirmation and the Rectorate’s approval. If this period of time is exceeded, the scholarship expires and the student must pay the tuition fee of the relevant semester at the current rate.

**Achievement Scholarship:**
Students of Master’s and Doctorate programs who have met the eligibility criteria may be awarded with a tuition waiver of up to a 50% with the relevant department’s recommendation, the relevant Institute’s Administrative Board decision and the Rectorate’s approval. Students receiving an Achievement Scholarship do not receive compensation for living expenses.

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Project Scholarship:
Project Scholarships shall be awarded to Master’s and Doctorate students for tuition and/or living expenses upon the recommendation of project supervisors on the condition that such projects have been funded through external, non-university sources; such students shall carry out their relevant duties for research projects launched by full-time faculty members at Kadir Has University.
Students may not be simultaneously awarded a Kadir Has Scholarship and a Project Scholarship. Where a student receiving a Kadir Has Scholarship is also awarded a Project Scholarship, then his/her compensation for living expenses granted under the Kadir Has Scholarship shall be suspended for the duration of the project, however their Outstanding Achievement Scholarship will continue. The responsibilities of these students stemming from the Kadir Has Scholarship will continue.

If students of graduate programs who pay a tuition fee or who have an Achievement Scholarship are also awarded a Project Scholarship, they may receive the Outstanding Achievement Scholarship in addition to compensation for living expenses providing these expenses are covered by the project budget. The requirements for obtaining the Outstanding Achievement Scholarship award for these students may be reduced by 15% for only one of the criteria with the justified recommendation of the relevant project director and the approval of the Institute Administrative Board.

Alumni Scholarship:
Students who graduate from KHU undergraduate programs with one of the top three GPAs of the University and register to a graduate program of the university will be awarded Kadir Has Scholarships and Outstanding Achievement Scholarships; while those with one of the top three GPAs of the department will be awarded Outstanding Achievement Scholarships. Students who graduate with a GPA of 3,50 and above will be awarded a 50% Achievement Scholarship.

Graduates of KHU Master’s programs who meet the Outstanding Achievement Scholarship criteria and who are in the top three of their Institutes will be awarded Kadir Has Scholarships without being subject to quotas.

KHU graduates who do not meet the above criteria will be awarded 25 % Achievement Scholarships for all programs. HASMED members who do not meet the above criteria will be awarded 30 % Achievement Scholarships for all programs.

Alumni Scholarships cannot be combined with any other scholarship except Project Scholarships.
Kadir Has Scholarships provided as Alumni Scholarships are evaluated separately from the quotas announced by the Rectorate for the relevant department.
Institutional Scholarship: A 20 % discount shall be granted to applicants from partner institutions and for group applications consisting of five or more applicants from an institution.

Eligibility criteria for Scholarship Applications

Article 7 – Individuals who would like to apply as Kadir Has Scholarship and Outstanding Achievement Scholarship students for graduate programs at Kadir Has University must meet the following GPA (Grade Point Average) requirements: applicants for Master’s programs must have a minimum 3.00/4.00 GPA for their undergraduate studies; applicants for Doctorate programs must have a minimum 3.25/4.00 GPA for their master’s degree studies; and, applicants for Doctorate programs who do not have a master’s degree must have a minimum 3.50/4.00 GPA for their undergraduate studies.

Applicants must obtain a minimum score of 70 from the ALES exam (Akademik Personel ve Lisansüstü Eğitimi Giriş Sınavı) for the area of study he/she wishes to pursue for a master’s degree; applicants with a master’s degree must obtain a minimum score of 75 from the ALES exam for Doctorate programs, while those without a master’s degree must obtain a minimum score of 80 from this exam; if the applicant has not taken the ALES exam, he/she must submit equivalent scores from the GRE or GMAT exams.

Applicants must have a minimum score of 75 from the YDS language exam (Yabancı Dil Bilgisi Seviye Tespit Sınavı) or an equivalent score from TOEFL or IELTS.

Individuals who would like to apply as Achievement Scholarship students for graduate programs at Kadir Has University must meet the following GPA (Grade Point Average) requirements: applicants for master’s programs must have a minimum 2.50/4.00 GPA for their undergraduate studies; applicants for Doctorate programs must have a minimum 3.00/4.00 GPA for their master’s degree studies; and, applicants for Doctorate programs who do not have a master’s degree must have a minimum 3.25/4.00 GPA for their undergraduate studies.

Applicants must have a minimum score of 65 on the ALES exam for the area of study he/she wishes to pursue for a master’s degree; applicants with a master’s degree must have a minimum score of 70 on the ALES exam for Doctorate programs, while those without a master’s degree must have a minimum score of 80 from this exam; if the applicant has not taken the ALES exam, he/she must submit equivalent scores from the GRE or GMAT exams.

Applicants must have a minimum score of 65 from the YDS language exam (Yabancı Dil Bilgisi Seviye Tespit Sınavı) or an equivalent score from TOEFL or IELTS.

Applications

Article 8- Applications shall be submitted to the related institute’s director and must include all of the necessary documentation as stipulated in the application announcement.

Evaluation of Applications

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Article 9 – Scholarship applications of graduate students who have been accepted to programs of study at the university shall be evaluated by the related department. The list of applicants who are considered for scholarships shall be sent to the relevant Institute. Final decisions regarding scholarships shall be made based upon the decision of the Institute Administrative Board and the approval of the rector. Accepted applications shall be processed according to the terms of Kadir Has University’s Regulations for Graduate Education.

Decisions regarding scholarship requests from students who are currently registered in a graduate program, as well as reassignment of scholarships which have been unclaimed for any reason, shall also be submitted for the approval of the Rector upon the recommendation of the department head and the decision of the related Institute Administrative Board.

Supervision of Scholarship Recipients and Termination of Scholarships

Article 10- Scholarships awarded by KHU are evaluated separately and scholarship processes are supervised independently from each other.

Graduate students receiving scholarships must submit an activity report, by filling in the relevant form in duplicate, to the relevant department heads and deans by May 15th of every year. Department heads and deans are required to submit these forms together with their opinions to the Institute administration within three days. Institutes submit these documents together with their Administrative Board decisions for the Rector’s approval by May 31st.

Article 11 – Graduate scholarships shall be terminated for the following reasons, and any students whose scholarships have been terminated must pay the standing rate of tuition for the following semester; if they are the recipients of compensation for living expenses, this too shall be rescinded.

All types of scholarships shall be terminated where a student is subject to disciplinary punishment or fails to meet the requirements stipulated for that given scholarship.

Students receiving Kadir Has Scholarships and Outstanding Achievement Scholarships must remain regularly enrolled. If a student does not register or her/his registration is suspended, then her/his compensation for living expenses shall be immediately suspended, and her/his tuition waiver shall be revoked at the end of the semester in which the student did not register.

Students receiving Kadir Has Scholarships and Outstanding Achievement Scholarships shall have their scholarships rescinded if their GPA falls below 3.00/4.00 for master’s programs and 3.25/4.00 for Doctorate programs.

Doctorate students receiving Kadir Has Scholarships and Outstanding Achievement Scholarships must take the first qualifying exam made available after the completion of their courses; if the student fails the exam, she/he must take the next qualifying exam. If the student fails the qualifying exam twice, then her/his compensation for living expenses shall be
immediately suspended. If the student does not take the exam for the third time or fails the exam, then her/his tuition waiver shall also be revoked and the student will then be required to pay tuition.

The scholarships of Doctorate students holding Kadir Has Scholarships and Outstanding Achievement Scholarships shall be revoked if they receive two consecutive negative reports from the Dissertation Monitoring Committee, and the student will then be required to pay full tuition in the following semesters.

Students holding Kadir Has Scholarships are not permitted to work, part-time or full-time, at any other institution. If it is determined that a student has engaged in such employment, their scholarships shall be rescinded.

**Provisionary Articles**

**Article 12** - The changes below will apply to the statuses of scholarship students who are currently registered at KHU graduate programs, and who have the following statuses as stipulated in the Kadir Has University Regulations Concerning Graduate Student Scholarship Applications, Terms of Use and Registration published on May 9th, 2012 and November 7th 2012.

The status of Type A Graduate Scholarship (Full Academic Achievement Scholarship) recipients shall be changed to Kadir Has Scholarship recipients. These students are expected to fulfill the requirements of the Kadir Has Scholarship.

The status of Type B1 Graduate Scholarship (Partial Academic Achievement Scholarship) recipients or students who for other reasons have been awarded a 100% tuition waiver shall be changed to Outstanding Achievement Scholarship recipients. These students are expected to fulfill the requirements of the Outstanding Achievement Scholarship.

Scholarship students who were not awarded Type B1 Graduate Scholarships but who for other reasons were awarded a 100% tuition waiver are given one semester to meet the requirements of this regulation. If these students cannot achieve this by the end of one semester their status will be reduced to a 50% tuition waiver Achievement Scholarship status and they will be expected to make the necessary payment at the current rate.

Status of B2 Partial Academic Achievement Scholarship recipients shall be changed to Achievement Scholarship recipients.

Status of Type C Graduate Scholarship (Project Scholarship) recipients shall be changed to Project Scholarship recipients. These students are expected to fulfill the requirements of the Project Scholarship.
The status of Type D Graduate Scholarship (Graduate/Alumni Scholarship) recipients shall be changed to Alumni Scholarship recipients.

**Article 13-** The changes below will apply to the statuses of scholarship students who are currently registered at KHU graduate programs, and who have the following statuses as stipulated in the Kadir Has University Regulations Concerning Graduate Student Scholarship Applications, Terms of Use and Registration published on March 17th, 2010;

The status of Type A Graduate Scholarship (Full Academic Achievement Scholarship) recipients shall be changed to Kadir Has Scholarship recipients. These students are expected to fulfill the requirements of the Kadir Has Scholarship, excluding the condition regarding publication.

The status of Type B1 Graduate Scholarship (Partial Academic Achievement Scholarship) recipients who have been awarded a 100% tuition waiver shall be changed to Outstanding Achievement Scholarship recipients while the status of others who receive this scholarship shall be changed to Achievement Scholarship recipients. These students are expected to fulfill the requirements of the Outstanding Achievement Scholarship excluding the condition regarding publication. If they cannot achieve this, their tuition fee requirement is determined to be a 50% tuition waiver and their status shall be changed to Achievement Scholarship recipient. They are given one semester to meet the requirements of this regulation and if they cannot achieve this by the end of one semester they must make the necessary payment at the current rate.

The rights of recipients of Type C Graduate Scholarships (Project Scholarship), Type D Graduate Scholarships (Graduate/Alumni Scholarship), Type E Graduate Scholarships (Institutional Scholarship) continue unchanged.

**Validity**
**Article 14-** These regulations, certain articles of which were modified at a University Senate meeting, number 2014/10, on the 7th of July, 2014 entered into force on that date and thereby superseded the regulations of the 7th of November, 2012.

**Implementation**
**Article 15 –** The provisions of these regulations shall be implemented by the Rector of Kadir Has University.

“This text is a translation of the original Turkish regulation, and is solely intended to provide information concerning that regulation. The terms, conditions and stipulations in the original Turkish-language regulation shall be legally binding if any disputes of meaning should arise.”

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