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TEKNİK ÜNİVERSİTESİ

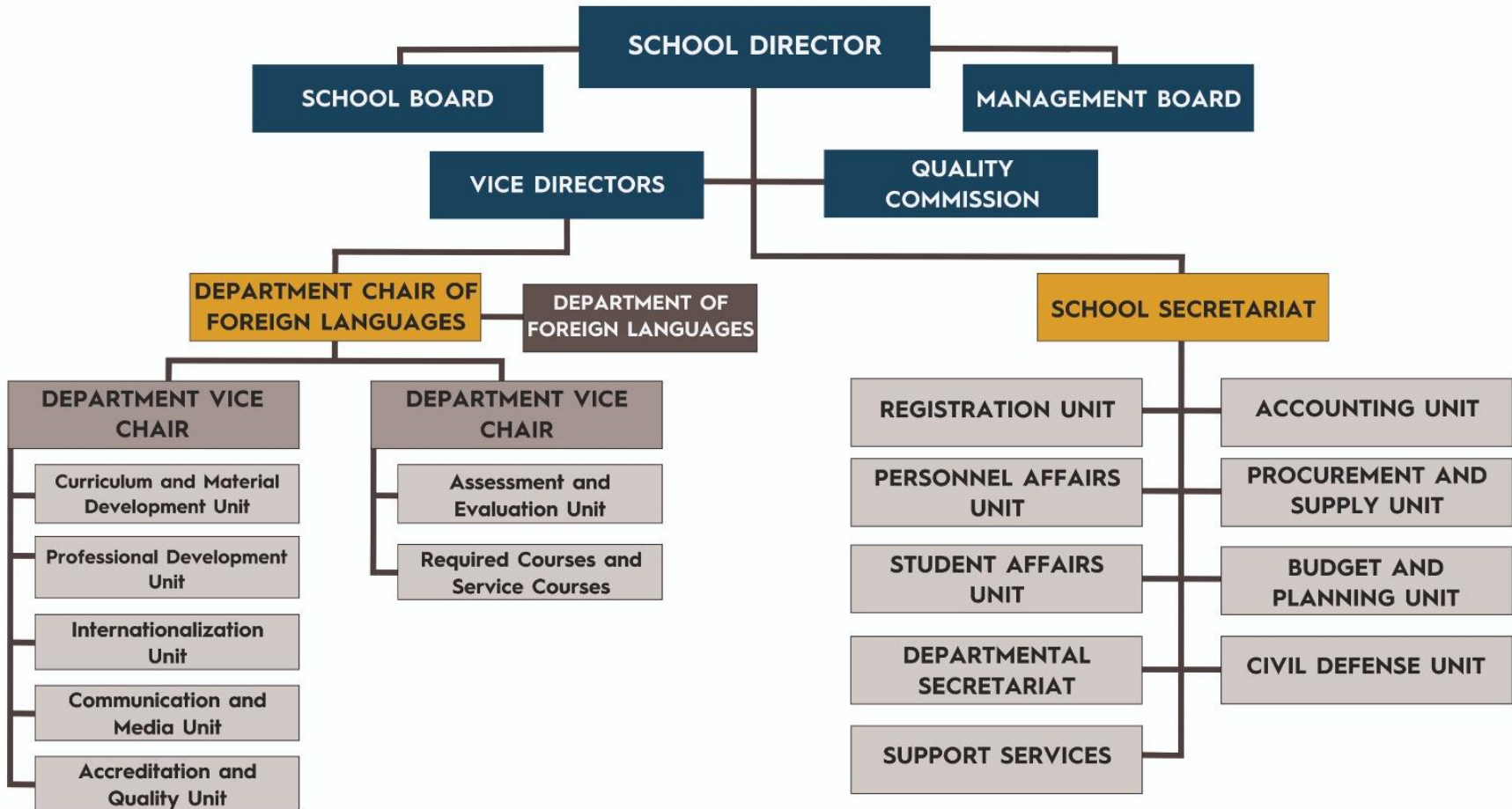


SCHOOL OF FOREIGN LANGUAGES
DEPARTMENT OF FOREIGN LANGUAGES
ENGLISH PREPARATORY PROGRAM

KTU School of Foreign Languages Department of Foreign Languages offers English preparatory education services in accordance with the European Union Common Language Framework Criteria to undergraduate students who are eligible to study in the departments of the University that provide 30% and 100% English education, and to students who are accepted for graduate education. Students who are not exempt after the English Preparatory Program Exemption Exams are taught in classes of 20-25 people, depending on their level, in an interactive environment using modern educational technologies.

KTU School of Foreign Languages Department of Foreign Languages also coordinates service courses at A1 and A2 levels in accordance with the European Union Common Language Framework Criteria, as well as Advanced English courses as a continuation of the preparatory class education in the relevant departments.

Our School is a dynamic educational institution that closely follows the current literature on foreign language education and is open to quickly implementing the steps regarding developments.





CERTIFICATE OF ACCREDITATION

*Karadeniz Technical University
English Preparatory Program*

*is accredited by
DEDAK- The Association for Language Education, Evaluation and Accreditation
for the period May 2024 through May 2026.*



*Didem Mutçahoğlu
DEDAK Chair*

Karadeniz Technical University English Preparatory Program has been accredited by DEDAK (Language Education, Evaluation and Accreditation Board) for the period May 2024 –May 2026 and agrees to maintain DEDAK accreditation criteria for the specified period.

DEDAK is recognized by the Higher Education Quality Board (YOKAK) as the national accreditation body for English language programs and institutions in Türkiye.

To get more information about this accreditation, you can contact info@dedak.org and <https://www.dedak.org>.

The Department of Foreign Languages uses the CFR standard (Common European Framework of References for Languages) as an evaluation criterion. Under CEFR standards, six reference levels of English (A1-A2-B1-B2-C1-C2) are widely accepted as the global standard for rating an individual's language proficiency.

KTU School of Foreign Languages Department of Foreign Languages offers English preparatory education services to undergraduate and graduate students, starting from A1 level and including B2 level and basic academic skills, in accordance with the European Union Common Language Framework Criteria.

Students who are not exempt after the Exemption Exams are taught in classes of 20-25 people according to their level groups, in an interactive environment, using modern educational technologies. Students who successfully complete Module 4 (B2+Academic Skills) are deemed to have successfully completed the compulsory preparatory class education.

Exemption Exams are held twice a year – at the beginning of the academic year and at the end of the Fall semester. Who can take the exams and the exams dates and times are stated in detail in the academic calendar and application directive. Sample exams can be found on our website.

Newly registered undergraduate and graduate students and students who wish to attend the preparatory class optionally take the Placement Exam. Students who studied in the preparatory class in the previous academic year but failed can take the Exemption Exam without taking the Placement Exam. If they are not successful, they can continue their education from the module they failed in the previous academic year. Those students can also take the Exemption Exam at the end of the Fall Semester.

Exam results are announced via the KTU BYS system. Students who take the Exemption Exam and are successful move on to their departments. Students who will participate in the Preparatory Program are placed in Preparatory Program classes according to their level.

You can find the Placement and Exemption Exams Application Principles and sample exams in the «Exemption» tab on our website. You can see the exam dates and times in the academic calendar published at the beginning of each academic year.

For further information, see <https://www.ktu.edu.tr/sfl/regulations>

IMPORTANT NOTE: In accordance with the directive, no excuse exams will be held for the Exemption Exams.

Muafiyet
Sınavı

KPDS/UDS/YDS/e-YDS scores, which are accepted as equivalent to Cambridge C2 Proficiency, Cambridge C1 Advanced, TOEFL IBT and PTE Academic exams, are announced in the International Foreign Language Exams Equivalence Document on OSYM website.

Passing Grade for Exemption Exams:

«60» for 30% Compulsory English Departments and Programs

«70» for 100% English Departments and Programs

MODULE	CEFR	LEVEL	DURATION
1	A1/A2	ELEMENTARY	8 weeks
2	A2/B1	PRE-INTERMEDIATE	8 weeks
3	B1/B2	INTERMEDIATE	8 weeks
4	B2/Academic Skills	UPPER- INTERMEDIATE	8 weeks

The Department of Foreign Languages implements the academic calendar as 4 periods and 4 modules by dividing the total weeks of Fall and Spring semesters into four. Semester break date is the same as our University's academic calendar.

MODULE	CEFR	LEVEL	COURSE	LESSON HOURS
1	A1/A2	ELEMENTARY	COURSEBOOK	24
2	A2/B1	PRE-INTERMEDIATE	COURSEBOOK	24
3	B1/B2	INTERMEDIATE	COURSEBOOK WRITING PACK	24
4	B2/Academic Skills	UPPER- INTERMEDIATE	COURSEBOOK WRITING PACK SPEAKING PACK	16 4 4

MODULE	CEFR	LEVEL	COURSE MATERIALS
1	A1/A2	ELEMENTARY	English File Elementary 4th ed.
2	A2/B1	PRE-INTERMEDIATE	English File Pre-Intermediate 4th ed.
3	B1/B2	INTERMEDIATE	English File Intermediate 4th ed. Writing Pack
4	B2 / Academic Skills	UPPER- INTERMEDIATE	English File Upper-Intermediate 4th ed. Writing Pack Speaking Pack

Students who have non-original course materials within the University are obliged to cover the legal and financial sanctions and losses that may occur against the University in this regard.

MODULE PASSING GRADE	65/100 (%30 Eng.)	70/100 (%100 Eng.)
SPEAKING PORTFOLIO	% 8	% 8
ONLINE ACTIVITIES/DIGITAL READERS	% 5	% 5
IN-CLASS PERFORMANCE GRADE	% 5	% 5
WRITING PORTFOLIO	% 7	% 7
MIDTERM	%30	%30
END-OF-MODULE EXAM	%45	%45

Students whose level average is below '64.50' (for 30% English) / '69.50' (for 100% English) re-take the module.

For the exams above, there is a Make-up Exam for only the Midterm Exam. There is no Make-up Exam for the End-of-Module Exam.

Students who fail in their module due to absenteeism and / or grades re-take that module. Students who are unsuccessful due to their grades can re-take that module for two academic years until they succeed in Module 4.

Students who fail to meet the attendance requirement within the same module twice in an academic year in which they receive preparatory class education fail the preparatory class due to absenteeism. They can continue their education from the beginning of the next academic year.

When re-taking a module, the same course materials are used.

Unlike in other levels, Module 4 Proficiency Exam (M4 Proficiency Exam) is an exam equivalent to the Proficiency Exam held at the beginning of each academic year.

Module 4 Proficiency Exam is an exam in which four language skills are measured in different sessions.

M4 Proficiency

Session 1 (Use of English + Reading)

Session 2 (Writing + Listening)

Session 3 (Speaking)

At the end of the 4th period, a Make-up Exam is held for Module 4 Proficiency Exam.

See Placement and Proficiency Exams Academic Calendar

Objection to exam results is made to the School of Foreign Languages Student Affairs, with a petition, within 5 working days following the announcement of the grades.

The objection is forwarded to the exam commission by the School Directorate. If a material error is detected as a result of the examination to be carried out by the evaluation commission of objection to exam results, the necessary correction is made in the exam grade within one week.

Objections related to mistakes made by the student during optical coding in multiple choice exams are not accepted.

A ready-to-print Objection Petition can be found on our website.

Attending lessons is compulsory in the Preparatory Program. The lessons can be conducted in blocks if determined so by the School Board. Students are obliged to attend at least 80% of the lessons in every module that they are studying. The attendance records of students are announced via KTU BYS in the fifth and the last weeks of each period. The instructors are not authorized to give permission to students.

The maximum hour of lessons students may miss is 40 for each module. Students who miss 42 hours of lessons fail due to absenteeism. The attendance record in one period cannot be transferred to another period.

It will be sufficient to apply to our secretariat for the Preparatory Class Certificate of Achievement. The document is available in Turkish and in English.

Ready-to-print petitions
to take the Exemption Exam,
to take the Make-up Exam, and
for objection to exam grades
can be obtained from the secretariat or from our website.

ydyo/ktu.edu.tr – Dilekçeler

Students have to keep track of their attendance themselves.

Students have to bring course materials to class.

Students have to be present in the classroom before the Instructor arrives; late arrivals are not accepted to class and those students are recorded as absent by the instructor.

Students have to follow daily news and updates from the screens and notice boards inside the building, from the website and the social media accounts of our school.

Students have to pay close attention to exam dates, assignment and presentation deadlines (Those dates are announced on our website).

When necessary, they can apply to the Head of Department by filling out the relevant petition sample on our website or in the School of Foreign Languages Student Affairs.

All students are subject to the provisions of the Higher Education Institutions Student Disciplinary Regulation.



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For further information, see the Student's Handbook on the STUDENT tab of our website



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Thanks!