

TÖMER AGREEMENT CONDITIONS

- 1. Before registering for the courses, a placement test is taken.**
- 2. Course registration fee is paid within 3 working days at the latest.**
- 3. Course fees are taken in Turkish Lira .**
- 4. At TÖMER, courses are given for 4 days, 12 months a year, with morning and evening programs for 4-5 hours . Courses that coincide with official and religious holidays are completed within the same course period. Course hours canceled due to TÖMER are compensated.**
- 5. In order for a class to be opened, the minimum number of trainees determined for the courses by the TÖMER Executive Board must be reached. At least 5 people are required for the course to be opened.**
- 6. At the end of each level, a course completion exam is held . Students who fail the final exam take the failed course again in order to pass to the higher course.**
- 7. In order for the trainee to be considered successful in all levels in the course exam, he/she must take the following grades:**

SKILL	HIGHEST GRADE
LISTENING	25
READ	25
SPEAKING	25
WRITTEN EXPRESSION	25
TOTAL	100

- 8. The trainees who successfully complete the certificate courses are entitled to receive a certificate approved by the TÖMER Principal.**

9 . The result of the Placement Exam is valid for 4 months.

10. The fee paid cannot be cancelled, and there is no refund fee.

11. There is an obligation to attend classes at a rate of 6/8. The trainee who exceeds the absenteeism rate without a valid excuse is not taken to the course completion exam and is deemed to have failed the relevant course. Course fee will not be refunded for the days and hours that the course is not attended.

12.TÖMER students are not given IETT transportation cards.

13. Trainees who have registered for at least 4 courses can apply for a short-term residence permit. TÖMER Unit will give a document to them.

14. The trainee who has registered for the courses at TÖMER is deemed to have accepted all the above practices and conditions.

First Name:

Last name:

E-mail address:

Phone number:

Passport number / TR ID number :

Please write “I have read, understood and accepted” below in your handwriting and sign it.

Istanbul Medipol University

Turkish Teaching Practice and

Research Center

