**T.C.**

ISTANBUL MEDIPOL UNIVERSITY ACADEMIC UPGRADE AND APPOINTMENT INSTRUCTION\*

**Aim**

**ARTICLE 1**- The aim of this instruction; is to regulate the criteria to be applied in academic promotion and appointments at Istanbul Medipol University.

# Scope

**ARTICLE 2-** This instruction includes the criteria for promotions and appointments to Assistant Professor, Associate Professor and Professor positions at Istanbul Medipol University.

# Base

**ARTICLE 3**- The basis of this instruction is the Higher Education Law No. 2547 and the Regulation on Promotion and Appointment to Faculty Members.

# Basic Principles

**ARTICLE 4-** The principles to be considered in using the Academic Promotion and Appointment Instruction are set out below.

* 1. The minimum criteria for promotion and appointment determine the necessary criteria for all Istanbul Medipol University faculty members.
	2. The minimum criteria for Promotion and Appointment are used only during the pre-review process of applications. These criteria are not a stand-alone evaluation element. Meeting these criteria is only a prerequisite for promotions and assignments.
	3. A detailed and analytical examination of the candidate's academic qualification is mandatory in the evaluation of applications. In the evaluation, the candidate's scientific performance, contribution to education, publications, professional experience, contributions to the management at the university and other academic activities are considered.

# Application

**ARTICLE 5-** Candidates who will apply for academic staff positions after the vacancy announcement, together with the information and documents stipulated by Law No. 2547 and the Regulation on Promotion and Appointment to Faculty Members, fill in the Academic Staff Evaluation Form required within the scope of the "Istanbul Medipol University Academic Promotion and Appointment Instruction" and submit it to the relevant unit.

# Conditions Required for Appointment to Assistant Professorship

**ARTICLE 6-** The following conditions are sought for candidates who will apply to be appointed as assistant professors:

1. To have the general conditions in Article 48 of Law No. 657.
2. Having the title of Doctor, Specialization in Medicine and Dentistry or proficiency in art;
3. Succeeding in the foreign language exam covering a translation of 150-200 words from Turkish to a foreign language, from a foreign language to Turkish, to be held in the candidate's field of science by a jury of three people, one of whom will be a faculty member of that language, by the faculty board of directors, by getting at least 50 points out of 100 total points;
4. To meet the minimum score determined for assistant professors by the University Senate, one of the Academic Personnel Evaluation criteria in Annex-1. This minimum score may be defined differently by the Senate, depending on the characteristics of the academic programs.
5. To meet the additional criteria required by the relevant academic unit for the announced position and included in the announcement text.

# Conditions Required for Appointment to Assistant Professorship

**ARTICLE 7-** Candidates applying to be appointed to associate professor positions must meet the following minimum requirements.

1. To have the general conditions in Article 48 of Law No. 657.
2. To have the title of associate professor.
3. To have met the minimum conditions imposed by the Interuniversity Board for associate professorship applications. Those who hold a position equivalent to an associate professorship abroad must have received a document indicating that the Interuniversity Board has approved this equivalence.
4. To meet the minimum score determined for assistant professors by the University Senate, one of the Academic Personnel Evaluation criteria in Annex-1. This minimum score may be defined differently by the Senate, depending on the characteristics of the academic programs.
5. To meet the additional criteria required by the relevant academic unit for the announced position and included in the announcement text.

# Conditions Required for Promotion and Appointment to Professorship

**ARTICLE 8-** For the application to be promoted and appointed to the professorship, in accordance with the Higher Education Law No. 2547,

1. To have the general conditions in Article 48 of Law No. 657.
2. To have served in the professorship for not less than two (2) years or to have worked in the field of science or art related to the vacant professorship for at least five years after receiving the title of Associate Professor;
3. To have made original publications at the international level in the relevant field of science and to have practical studies in the fields of application,
4. To meet the minimum score determined for assistant professors by the University Senate, one of the Academic Personnel Evaluation criteria in Annex-1. This minimum score may be defined differently by the Senate, depending on the characteristics of the academic programs.
5. To meet the additional criteria required by the relevant academic unit for the announced position and included in the announcement text.

# Application

**ARTICLE 9-** If there are reasons such as ensuring the continuity of education, opening a new program, continuing the service being carried out, the Rectorate has the authority to stretch or suspend the criteria determined as a prerequisite in this instruction.

**ARTICLE 10-** The criteria specified in this directive are only a prerequisite, and the members will make the scientific evaluation of the jury. Academic promotions and appointments will also be based on the scientific evaluations of the jury members.

# Enforcement

**ARTICLE 11-** This instruction enters into force on the date approved by the Istanbul Medipol University Senate.

# Execution

**ARTICLE 12-** This instruction is executed by the Rector of Istanbul Medipol University.

\*Adopted by the University Senate's decision dated 17/01/2017 and numbered 2017/03-04

Annex 1: Istanbul Medipol University Academic Staff Evaluation Form