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ISTANBUL MEDIPOL UNIVERSITY

SCHOOL OF FINE ARTS, DESIGN AND ARCHITECTURE SPECIAL TALENT EXAMS INSTRUCTION\*

 **Aim**

**ARTICLE 1 –** (1) It determines the procedures for the special talent entrance exams of the School of Fine Arts, Design and Architecture of Istanbul Medipol University.

# Scope

**ARTICLE 2 –** (1) This instruction covers the provisions regarding the execution of the procedures regarding conducting, evaluating, finalizing and announcing the results of special talent exams.

# Base

**ARTICLE 3 – (1)** This instruction has been prepared in accordance with the 14th ARTICLE of the Higher Education Law numbered 2547 and Istanbul Medipol University Associate and Undergraduate Education Regulations.dated 17.08.2012 and numbered 28387.

 **Definitions**

**ARTICLE 4 – (1)** Entrance Exams Executive Committee: A committee consisting of at least three lecturers to be elected by the Faculty Board and the Faculty Secretary, under the chairmanship of a faculty member to be assigned by the Faculty Board,

1. SFADA: Istanbul Medipol University School of Fine Arts, Design and Architecture,
2. Examination Jury: The jury consisting of academic staff determined by the Dean of the School of Fine Arts to conduct the exams of the candidates,

ç) Examination Executive Board: Represents the committee established to conduct special talent exams.

# Quotas and Exam Schedule

**ARTICLE 5** - (1) The special talent exams of the candidates are organized and conducted by the Dean's Office of SFADA.

1. The quotas are reported to the Faculty Board by the relevant departments. The proposal of the Faculty Council is submitted to the University Senate for approval.
2. The exam schedule is submitted for the approval of the University Senate in line with the recommendation of the Faculty Board.

# Application Requirements

**ARTICLE 6 -** (1) The special talent exam in the Assessment Selection and Placement Exam Guide is published by ÖSYM every year, and the application conditions for the institutions that accept students are valid.

1. These conditions and additional conditions are included in the SFADA Entrance Exams Guide approved by the Faculty Board.
2. In order for the candidate to apply for the Special Talent Entrance Exams, it is sufficient to take the YGS exam held that year, to get the base score or above determined in the ÖSYS guide of that year from one of the YGS score types, and to get the score or above determined for them in the ÖSYS guide, provided that the disabled students certify that they are disabled.
3. Applications to this program(s) of students who have a disability that will make the program's education to be applied impossible will be deemed invalid.
4. Being entitled to enter a teaching program due to YGS and LYS does not prevent participation in Special Talent Entrance Exams.
5. Foreign students are subject to the "Instruction on the Admission of Students from Abroad to Associate and Undergraduate Degree Programmes".

# Application Documents

**ARTICLE 7** – (1) Documents that candidates must submit in the application:

1. The original or photocopy of the diploma or graduation certificate from the institution,
2. Original and photocopy of identity card
3. Two passport size photographs taken in the last six months,
4. The original and photocopy of the Transition to Higher Education Examination (YGS) document, which determines the sufficient score determined by the Faculty Board for the year in which the exam was held,

(2) If any situation that does not reflect the truth is seen in the application information and documents of the candidates, even if the candidate has passed the exam, the exam is cancelled, and legal action is taken against him.

# Entrance Exams Guide

**ARTICLE 8** (1) The Entrance Exams Guide, prepared by the Examination Executive Board, is finalized after being discussed by the Faculty Board in June of each year.

# Announcement of the Exams

**ARTICLE 9 -** (1) Exam dates are announced by the Faculty or the Rectorate at least 15 days before the pre-registration date.

# Pre-Registrations of the Candidates

**ARTICLE 10** - (1) Pre-registration dates and required documents are announced online at ([www.medipol.edu.tr)](http://www.medipol.edu.tr/).

# Exam Admission Document

**ARTICLE 11 -** (1) Candidates with an official identity card with a photo are taken to the exam.

# Examination Executive Board

**ARTICLE 12 -** (1) Examination executive committee consists of at least three lecturers to be elected by the Faculty Board and the Faculty Secretary, under the chairmanship of a faculty member to be assigned by the Faculty Board.

1. Duties of the Examination Executive Board:
	1. Conducting special talent exams in accordance with the provisions of this instruction,
	2. To determine the examination jury,
	3. Selecting and assigning exam supervisors and inspectors, informing them about the exam practice rules,

ç) To determine and prepare the halls where the exam will be taken and the working places of the juries,

* 1. To provide the materials to be used in the exam according to the requests of the exam juries, to distribute them to the halls with the exam questions,
	2. Ensuring that the entire process from the admission of the candidates to the exam halls to the conclusion of the exams is carried out in an orderly manner,
	3. To receive the exam results from the jury, to prepare the final results and to send these results to the Dean's Office,
	4. Submitting all the documents related to the exam and the report on the exam process to the Dean's Office,

ğ) To examine the objections submitted by the Dean's Office to the Entrance Exams Executive Committee and to report the results to the Dean's Office.

# Exam Juries

**ARTICLE 13** (1) The Examination Executive Board consists of at least 3 (three) principal and 2 (two) substitute members of the Examination Jury from inside and/or outside faculty members.

1. Examination Juries are responsible to the Examination Executive Board.
2. Examination Juries appoint one of the jury members as the chairman.
3. Those who work in official and private courses for special talent exams or give private lessons are not assigned to the Exam Juries.

# Application, Measurement and Evaluations

Exam Stages

**ARTICLE 14 –** (1) Exams are held in two stages for all departments that admit students with Special Talent Exam, except for the Music Department;

**First Stage:** All candidates who pre-register for this exam participate. For all departments except Music Department **first stage** is a qualifying one.

**Second Stage:** It consists of topics and questions related to the field exams of the departments.

# Evaluation

**ARTICLE 15 –** (1) (All departments except Music Department)

**First Stage Exam:** Evaluation of the exam is made out of 100 (one hundred) total points. The scores of all Sections are ranked from largest to smallest. Candidates with 3 (three) times the total quota of each department within this scope are entitled to enter the second stage exams. If more than one candidate has scored the last candidate's score, all of these candidates are taken to the second stage.

**Second Stage Exam:** This exam, which is based on measuring the skill in the field, is evaluated over 100 (one hundred) points. Students whose field exam success score is 50 or more out of 100 points are taken into consideration. Candidates with a second stage score below 50 (fifty) will not be evaluated. The sum of the Special Talent 1st and 2nd stage exam results (only the music department special talent exam result for the music department) is called the Special Talent Exam Score (ÖYSP).

# Music Department Special Talent Exam

**ARTICLE 16** - (1) In the entrance exams, basic and advanced qualifications required by the relevant program of SFADA are evaluated. Evaluation is made out of 100 points.

1. Candidates who do not have an ÖYSP score of at least 70 (Seventy) in the entrance exam are considered unsuccessful and will not be listed for placement.\*\*

# Turkish Music Department Entrance Exam

**ARTICLE 17 -** (1) Candidates' sense of melody and rhythm, hearing one voice, two voices, three voices and oral interviews are evaluated.

# Hearing a Voice:

* + Hearing a voice (1 point): 10 questions (10 points total),
	+ Hearing two voices (5 points): 2 questions (10 points in total),
	+ Hearing three voices (5 points): 2 questions (10 points in total),

# TOTAL: 30 points.

Memory:

* + Rhythmic memory (5 points): 4 questions (20 points in total)
	+ Melodic memory (5 points), 6 questions (total: 30 points)
		- 3 questions: vocalization of TM quintets,
		- 3 questions: How to sing the melodies about these quintets.

# TOTAL: 50 points.

Oral Interview

* + Interview: 10 points.
	+ Candidate's vocalization of any work of his choosing: 10 points

# How the Exams work

**ARTICLE 18 -** (1) Juries come together before the exam and make the necessary preparations, observing the confidentiality required by the exam.

1. No one except the officials can enter the meeting place of the juries.
2. Candidates cannot enter the exam hall with audio and video recording devices, mobile phones, cameras and similar electronic devices.
3. Attendance in the exams is done by comparing the exam application list with the official photo identification document.
4. Exam results are announced on the Istanbul Medipol University website.

# Placement Score

**ARTICLE 19 -** (1) Candidates' Special Talent Achievement Score (ÖYSP); Placement Score (YP) is obtained by calculating the OBP additional score to be applied to candidates who graduated from high schools that implement a vocational program, if they match with the Secondary Education Achievement Score (OBP) and area codes, within the framework of the relevant principles in the ÖSYS Application Guide.

* 1. Candidates are ranked according to their FC, starting from the highest score.
	2. The coefficients related to the OBPs of the candidates placed in the formal higher education program with the YGS/LYS score or the result of the special talent exam in the previous year's ÖSYS are applied according to the relevant ARTICLE in the ÖSYS Application Guide.

# Explanations on Final Evaluation for All Sections

**ARTICLE 20** – (1) To calculate the score that is the basis for the placement, the following three scores will be multiplied by certain weights and summed.

1. ÖYSP Standard Score (ÖYSP-SP)
2. Secondary Education Achievement Score
3. 2013-YGS Score (YGS-P) (the largest of the YGS scores)

For the Special Talent Exam Score (ÖYSP) to be weighted, these scores must be converted to standard scores. In order to convert ÖYSPs to standard scores, first the mean and standard deviation of the ÖYSP distribution will be calculated. Then ÖYSP Standard Score will be calculated for each candidate using the formula below.



In this case, each candidate will have an ÖYSP Standard Score (ÖYSP-SP). The mean of the ÖYSP-SP distribution is 50, and its standard deviation is 10.

The score that will be the basis for the placement (Placement score = FC) will be calculated using the formula below.

1. If the candidate comes from the same field (For example, if the candidate for the Art Teaching program comes from the Painting field of Fine Arts High School)

YP = (1.17 x ÖYSP-SP) + (0,11 x OBP) + (0,22 YGS-P) + (0,03 x OBP)

1. If the candidate comes from other fields (For example, if the candidate for the Art Teaching program comes from the Social Sciences field of the general high school)

FC = (1,17 x ÖYSP-SP) + (0,11 x OBP) + (0,22 YGS-P)

All relevant rules in the guide are explained in detail in the Special Talent Exam Conditions and Principles. If there is no provision in the Guide, the decision made by the Faculty Board is included in the Special Talent Exam Conditions and Principles and is applied. The total scores obtained from all these evaluations are ordered from the highest to the lowest. Starting from the top, the number of students admitted to the department is announced to the list of winners, and the others to the reserve list. The candidate is on only one main list in order of preference. In case of a tie between those who took the last place in the winners' list **YGS,** The candidate with the highest score is selected.

# Final Registration and Substitute Process

**ARTICLE 21 -** (1) Final registrations are made within the announced periods.

1. In case the main quota is not filled, reserve lists are announced on the internet.
2. Candidates in the reserve list are placed in order according to their FC, starting from the highest score.
3. It is not possible to register with missing documents.
4. Candidates who do not register within the deadline lose their rights.
5. Empty quotas do not have to be filled.

# General Provisions

**ARTICLE 22 -** (1) Applications of candidates who make false statements or are found to mislead the administration with any action or transaction during the Medipol University School of Fine Arts, Design and Architecture Special Talent Entrance Exams and registration being rejected. The registrations of these candidates will be cancelled if they have been registered.

# Enforcement

**ARTICLE 23 -** (1) This instruction enters into force on the date of approval by the Istanbul Medipol University Senate.

# Execution

**ARTICLE 24 -** (1) This instruction is executed by the Dean of the School of Fine Arts, Design and Architecture of Medipol University on behalf of the Rector of Istanbul Medipol University.

\*Accepted by the University Senate's decision dated 17.06.2014 and numbered 2014/20-03.

\*\* Accepted by the University Senate's decision dated 02.09.2014 and numbered 2014/26-01.