



To the Attention of Our Students Studying in the English Program of our Faculty...

Steps to be followed by the students who could not/will not be able to enter the midterm exams held/to be held between 16.11.2024 and 24.11.2024 due to an excuse...

- Make-up exam applications will be made personally (by hand) to the Dean of our Faculty until 02 December 2024. Applications of students who declare an excuse after this date will not be accepted.
- Make-up exam applications of students who cannot attend the exams due to their health report will be accepted.
- There will be no make-up exam for the courses whose exam type is Homework/Project.
- Students who will request a make-up exam due to a medical excuse must submit the make-up exam application form to the Dean's Office within 5 working days following the issuance date of the health report.
- Students who are doing Double Major in our faculty and who will request a make-up exam due to an exam conflict are required to submit the Mebis screenshot showing that the exams conflict, as an attachment to the make-up exam application form, to the Dean of our Faculty **within 3 business days** from the date the exam schedule is announced.
- Make-up exams will be held between 16-22 December 2024, and the exam schedule will be announced later.