

ATILIM UNIVERSITY
GRADUATE SCHOOL OF NATURAL AND APPLIED SCIENCES
FORM FOR TAKING POST-GRADUATE COURSES OUT OF DI DURING M.SC./PH.D

Sent to : Directorate of Graduate School
 Sent by : Head of DI (Department of Graduate School)
 Name-Surname: Post-Graduate Student No:
 Registered Programme:..... M.Sc. (with thesis) M.Sc. (without thesis)
 Integrated Ph.D. Ph.D.
 Date of Starting the Programme; Academic Year: Semester:
 Last Registered Academic Year : Semester:

Requested Course						
Code	Name	Credit	Year	ECTS	Semester	*Type of the Course

* Please select course type for Phd Programmes (if needed) “must”, “core”, “focus”or, “elective”

- In case master students continuing their studies in master programme wish to take courses from higher education institute other than the University, they may take courses from such institutes with proposal of the advisor, approval of head of EABD and decision of concerned EYK.
- The students may take maximum three master programme courses from other universities to be counted as course load of the programme attended by them with EABD’s proposal and EYK’s decision.
- The students may take maximum four master programme courses from other universities to be counted as course load of the programme attended by them with EABD’s proposal and EYK’s decision.
- In order to fill in the form, approval of the university from which the courses would be taken shall be previously obtained.
- The student shall be responsible for handing in the approval to the university where the course/s would be taken and submitting the grade taken from the course to the related DI at the end of the semester.
- **M.Sc. and Ph.D. Transcripts and payment receipt shall be added to the form.**

Other University/Institute Where the Course Has to be Taken:
 Head of DI :
 M.Sc. Course Ph.D. Course **(The certified content of the course to be taken shall be added to the form.)**

Name-Surname of the Student Advisor:
 Student’s attached M.Sc./Ph.D. transcript has been investigated and it is confirmed that s/he has received (number of the courses)/has not received any other post-graduate courses from other universities or other DI Departments of Atılım University. The aforementioned student’s application to take the course stated above and his/her grade points inclusion in his M.Sc./Ph.D.

Approved Not Approved Signature of Student Advisor:

Name-Surname of the Thesis/Dissertation Supervisor:

Remarks : Signature of Thesis/Dissertation Supervisor:
 : Approved Not Approved
 Ground for Objection :

Opinion of the DI : Approved Not Approved
 Ground for Objection :

 Date Head of DI
 DI Document No: _____ Appendix: _____

DECISION OF THE BOARD OF GRADUATE SCHOOL: Date: _____ Number of Decision: _____

 Date Director of Graduate School

Three copies shall be filled in.