

# EASTERN MEDITERRANEAN UNIVERSITY

## PRINCIPLES FOR GRADUATE PROGRAM FEE APPLICATION

### I. GENERAL PROVISIONS

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| <b>Aim</b>   | 1. The aim of these regulations is to define the principles for Eastern Mediterranean University's postgraduate (master's) and doctoral degree program tuition fee applications.                                                                                                                                  |
| <b>Scope</b> | 2. These principles cover postgraduate students, either currently registered or with frozen or awaiting registration, who registered or have registered or are going to register for Eastern Mediterranean University's postgraduate programs either during or as of the 2009-2010 Academic Year Spring Semester. |

### II. TUITION FEES

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| <b>Specification of the Tuition Fee and Fees</b><br>BOT 18.01.2018<br>17-18/11-5 | 3. (1) Graduate studies in Eastern Mediterranean University is charged. Fees for graduate level courses, thesis, the semester project, qualification exam, and scientific preparation and English or Turkish support courses for thesis and non-thesis postgraduate programs as well as doctoral degree programs are annually determined by the Board of Trustees and announced by the Rector's Office.                                                                                                                                                                 |
| BOT 04.03.2016<br>15-16/12(c)-3                                                  | (2) In postgraduate programs with thesis requirements, students are required to pay the thesis registration fee for each semester they register for the thesis course.                                                                                                                                                                                                                                                                                                                                                                                                  |
| BOT 18.01.2018<br>17-18/11-5                                                     | (3) First time registration to the non-credit seminar courses in postgraduate programs is free of charge. In the event of re-registering to the seminar course due to lack of success, the student is required to pay the registration fee equal to 20% of the fee specified for a postgraduate course in thesis programs during the relevant semester.                                                                                                                                                                                                                 |
| BOT 04.03.2016<br>15-16/12(c)-3                                                  | (4) In postgraduate programs, the fee specified for seminar courses with credit is equal to the fee specified for a postgraduate course (course credit)/3.                                                                                                                                                                                                                                                                                                                                                                                                              |
| BOT 04.03.2016<br>15-16/12(c)-3                                                  | (5) In non-thesis postgraduate programs, first time registration to the semester project is free of charge. In the event re-registration due to the semester project not being completed within a semester or lack of success, the registration fee becomes equal to half of the fee specified for a postgraduate course during the relevant semester.                                                                                                                                                                                                                  |
| BOT 04.03.2016<br>15-16/12(c)-3                                                  | (6) In doctoral degree programs, thesis registration carrying the purpose of the preliminary preparation for the thesis topic taking place prior to the semester when the registration for the qualification exam takes place is free of charge. During the semester when the registration for the doctoral degree qualification exam takes place, for thesis registration carrying the purpose of the preliminary preparation for the thesis and doctoral degree qualification exam, the student is required to pay the tuition fee specified for thesis registration. |
| <b>Tuition Fee</b>                                                               | (7) Those students who have successfully passed the qualification exam in doctoral degree programs are required to register for the thesis during the following semesters, without any intervals.                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Tuition Fee</b>                                                               | 4. (1) Regardless of their academic status (e.g., full-time, part-time, special or                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

## Payments

visiting), postgraduate students are required to pay the tuition fee corresponding with the number of registered courses per semester, thesis, the second time registration for the seminar course and the semester project, qualification exam and thesis preparation study.

- (2) Students registering for the first time are required to gain “access” by paying the fees for minimum two postgraduate courses and the remaining ones are subject to the payment of the fees for minimum one postgraduate course.
- (3) Students are required to pay all outstanding dues until the end of the first week following the last day of the course add-drop period. Late payment interest is applied for the outstanding payments.
- (4) No refunds are issued for the first time registering students who take less than two courses during the first semester. The remaining amount is transferred to the student’s account and can be used for course fee payment purposes during the upcoming semester.
- (5) No refunds for the tuition fees are issued to first time registering international students if they cancel their registration from the University.
- (6) While carrying out registration procedures every semester, students are also required to pay premiums and funds (e.g., student activity fund, health insurance and so forth) specified for each academic semester by the University.

### English or Turkish Course Fees

BOT 18.01.2018  
17-18/11-5

### Fees for the Scientific Preparation Courses

### Fees for Courses Taken during the Summer Period

5. Courses taken within the framework of the English or Turkish Support Program and English or Turkish elective courses for postgraduate students are charged. Students wishing to take these courses are required to pay the amount specified for each English or Turkish course during the relevant semester.
6. Students registering for the scientific preparation courses are required to pay the course fees specified for the scientific preparation courses during the relevant semester.
7. Fees for the courses taken during the summer school within the scope of the postgraduate program are equal to the fees specified per course in the registered program, regardless of the amount specified per course for the summer school,

### III. VARIOUS PROVISIONS

### Fees for Exempted Courses

### Fees for Courses Taken Outside the University

### Transfers between

8. No fees are charged for exempted courses taken from another institution of higher education prior to the student’s commencement of postgraduate studies in EMU.
9. Students who take courses from another institution of higher education during their postgraduate education in EMU are subject to the fees specified within the framework of the “By-law for Taking Courses Outside the University” and the “By-law for Tuition Fee Application”.
10. (1) Students who transfer between programs within the University are not subject to any transfer fees and exempted courses are transferred to the

- Programs** new program.
- (2) Students transferring from a non-thesis program to a program with thesis requirements are required to pay the difference in fees per course.
- Awaiting and Cancelled Registrations, Leave of Absence**
11. Those students with incomplete or cancelled registrations, on a leave of absence (frozen registration) or who have left the University are required to pay the fees specified in the By-law for Tuition Fee Application.
- Students on Scholarship**
12. Scholarships of students registered to postgraduate programs (including the horizontal transfers between thesis and non-thesis programs with identical program titles) continue during their studies at their registered programs.
- Inexplicit Matters**
13. Matters that are not clearly stated in these principles are evaluated within the framework of the By-law for Tuition Fee Application.

#### **IV. TEMPORARY PROVISIONS**

- Temporary Provision**
1. Following the date these principles take effect, "Package Program Fee Application" falls into desuetude.
- Temporary Provision**
2. In the event of the existence of postgraduate students having registered and paid for thesis within the framework of the "Package Program Fee Application", the payment covers for thesis registrations for two semesters. Registrations for thesis for the third time and more are charged for students falling into such category.
- Temporary Provision**
3. Following the date these principles take effect, payments already made for the thesis registration of doctoral degree students who have not taken the qualifying exam yet are used for their further registrations.
- Temporary Provision**
4. These principles take effect as of the 2012-2013 Academic Year Spring Semester.
- Temporary Provision**  
BOT 04.03.2016  
15-16/12(c)-3
5. Thesis registration fee for postgraduate and doctoral degree students who have registered to Eastern Mediterranean University prior to the Fall Semester of the 2016-2017 Academic Year is equal to the fee specified for a postgraduate course in programs with thesis requirements.

#### **V. FINAL PROVISIONS**

- Executive Power**
14. These principles are executed by EMU Rectorate.
- Coming into Force**
15. These principles take effect following their approval of the Board of Trustees.