	EPOKA UNIVERSITY				
	DOUBLE MAJOR PROGRAMS DIRECTIVE				
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Purpose

Article 1: Purpose of Double Major Program of Epoka University, is offering the opportunity for successful students to attend at the same time a second study program in the university and thereby obtain a second degree.

Application

Article 2: DMP contingent is published a month before the start of the semester in the academic year by the concerned Faculty Board. Annual contingent cannot exceed over 20% of the number of students registered that year in that program.

Article 3: The student may apply to DMP no earlier than the 3rd semester and no later than the fifth semester, and should have successfully completed all subjects taken in the previous semester, average grade of at least 3:50 and to be ranked among the first 20% of successful students in the classroom. The student may not register in more than a Double Major Program nor attend both Double Major Program and Double Minor Program.


Article 4: The application for Double Major Programs should be done two weeks before the start of the semester, in written manner, by the faculty to whom the second program of study belongs. The application is reviewed by the Administrative Board of the Faculty and the accepted students are announced. Accepted students should register in both the programs of study. The accession process to the Double Major Program is administered by the Program Advisor.

Schedule

Article 5: The advisers of the Double Major Program prepare a joint program for students admitted to the Double Major Program. During preparation of the program the following criteria should be considered:

- The student who attends a Double Major Program, is obliged to take all subjects of the first program
- (After starting the Double Major Program, a student must take all of the common subjects that have the highest credits.)
- If there is no clash with the first program, the student is obliged to take all compulsory subjects of the second program.
- The student gets those elective courses in the two programs in the amount judged necessary by the programs advisors.
- The final project of the student in both programs and the realization of the course practice is defined in the program.
- The student cannot receive less than 36 credits and not more than 78 credits in the second program of study. If the program does not meet the maximum credit limit the student cannot attend a second program.

Drafting Unit	Controlling Unit	Approving Unit
Senate	Academic Evaluation and Quality Improvement Board	Higher Board

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- The program which is prepared for each student separately is reviewed in advance by the two Boards of the Departments, and later by the Faculties Administrative Board.

Article 6: Double Major Program are determined by the proposal of the concerned Faculty and approval of the Senate.

Article 7: Undergraduate students must have an average grade of at least 3:50, in order to continue a Double Major Program.

Students who have an average grade under 3.50 (to be provided not less than 3.00) gain the right to continue their DMP in the next semester. To those students is given permission to continue DMP provided to achieve an average over 3:50 in the subjects of their primary program. If the student's average grade falls below 3:00 the DMP student registration is canceled.

Article 8: Students can leave the Double Major Program at any time after having first submitted a written request. Students who fail to complete the program within the time specified, are excluded from the DMP by the proposal of the Department that provides the main or second program and the approval of the Administrative Board of the Faculty. The decision to exclude a student from the DMP is notified to the Dean's Office of the second program. Additional courses taken by the student until the expulsion from DMP are reflected in the transcript along with other grades, but these grades are not taken into account in calculating the graduation average grade. Some of these subjects by the decision of the Administrative Council of the Faculty of the first program can be categorized as elective subjects taken by the student.

Graduation


Article 9: The student who has earned the right to graduate from the first program, is provided with a degree in this program and recorded as transferred to the second program of study. The student registration process is followed by the Faculty of the second program of study and continues for most two semesters. This term may be extended by the Administrative Board of the Faculty. The above mentioned students, under the main program may apply to graduate studies programs. The student after gaining the right of graduation in the second program of study is provided with the second degree. The student who has failed to successfully graduate from the first program of studies cannot be provided with a diploma in the second program.

Article 10: All courses attended by the student in the DMP are reflected in a single study document. In this document is reflected the average grade of all the attended courses in the first program of study, and the average grades of all the courses attended in the second program of study; the first average regulates the ranking in the first major program and the second average regulates the ranking in the second major program.

Other provisions

Article 11: If the student has benefited scholarships for the first program of study, the scholarships may be extended for a period of 5 years due to the DMP.

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Article 12: Double Major Program students due to the second branch do not earn the right to make horizontal transfer to the second program.

Article 13: This directive enters into force after the acceptance by the Senate and the approval by the Higher Board.

Article 14: The implementation of this regulation is ensured by the Rector of Epoka University.

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