Dear Students,

The exemption process for ENG 111/112; YAD 103/104 courses will take place in two stages:

The first stage is the registration for the exemption exam.

The second stage is for successful students to apply for exemption after receiving the exam results.

**Stage 1:**

A. Registration for the Exemption Exam

**a.** To apply for the exam, you need to click on the link provided in item number 1 below.

**b.** The link contains the registration link for the exemption exam. Ensure that your school email address is active on the device you use to access the link.

**c.** Read the explanation at the beginning of the form carefully.

**d**. Make sure you enter the correct information.

**e**. Follow the website for information regarding the exemption exam fee.

**f**. The exam fee is 1000 TL. IBAN: TR69 0004 6006 0388 8000 1797 23

**g.** When making the payment, write your student number in the description section.

**h.** After making the payment via the IBAN number specified on the page, be sure to obtain the receipt.

**i.** The exam registration form requires you to upload the receipt by yourself. Upload the receipt to the form. Applications without receipts will not be accepted.

**j.** The exam will be held on **Friday, September 29, 2023. The exam time is 17:00.**

**k.** The exam will take place at OSTIM Technical University Main Building (not at the Preparatory School building).

**[1]** Exam Registration Link 1: <https://forms.office.com/Pages/ResponsePage.aspx?id=bKpFMJcAB0q2-_dlF2IcGRwdeS7HRaRIq3vnphnRlTFUOFdJWUlGOUIxVldGVzVCVkVJQU43WlMzSy4u>

**[2]** Exam registration will only be accepted through this link, and no other application methods will be considered.

**[3]** **The deadline for registration is September 26, 2023, at 17:00.**

**[4]** The exam room assignment for registered students will be announced on the website.

**[5]** All announcements regarding the exam location and time are carefully made, and it is your responsibility to follow the page."

**Stage 2:**

A. Application for Exemption by Students Who Achieved Success in the Exam

[1] After the exam results are announced, if you have obtained a sufficient score to qualify for exemption, you must submit an exemption application through link number 2.

[2] Students who have taken the exam and achieved the required exemption score but fail to complete the form at link number 2 will not have their exemption procedures processed.

[3] Successful students from the exemption **exam must upload a signed petition stating their intention to be exempt from the courses,** with the heading 'To the Department of Common Courses,' to the form.

[4] Once exemption is granted, students cannot register for these courses again under any circumstances, and exemptions cannot be revoked.

[5] The deadline for the second phase of those who scored enough points in the exemption exam is October 6, 2023, at 5:00 PM.

* 90-100: AA
* 85-89: BA
* 80-84: BB
* 70-79: CB
* 60-69: CC

Exemption Application Link 2: <https://forms.office.com/Pages/ResponsePage.aspx?id=bKpFMJcAB0q2-_dlF2IcGRwdeS7HRaRIq3vnphnRlTFUMUhRSE9GR1BYR1FNSjRJMDFBVFpQTEE2VC4u>

Best regards

[Microsoft Forms](https://forms.office.com/Pages/ResponsePage.aspx?id=bKpFMJcAB0q2-_dlF2IcGRwdeS7HRaRIq3vnphnRlTFUMTRHTlY1VlM0TEtMWE0zVjVKRFZLOTIyWi4u) 1

Microsoft Forms 2

<https://forms.office.com/Pages/ResponsePage.aspx?id=bKpFMJcAB0q2-_dlF2IcGRwdeS7HRaRIq3vnphnRlTFUMUhRSE9GR1BYR1FNSjRJMDFBVFpQTEE2VC4u>