

**GIRNE AMERICAN UNIVERSITY
REGULATIONS FOR FOUNDATION ENGLISH SCHOOL PROGRAMS,
EDUCATION AND EXAMINATIONS**

Purpose

Article 1. The purpose of English Foundation Programs is to measure the English language level of students admitted to the University's faculties and schools and bring their knowledge of English to a sufficient level to continue their education in English.

Scope

Article 2. For the issues which are not mentioned in these regulations, "Girne American University Regulations for Entrance, Undergraduate Education and Examinations" and for the issues regarding discipline "Girne American University Regulations for Student Discipline" are applied.

Classification and Proficiency

Article 3. The proficiency level of English and the classification of the students who are admitted to the university are tested and conducted at the beginning of each academic year by the Foundation English School's Placement Exam. Those found not successful are admitted to the Foundation English Programs. However, those successful register for their faculties or vocational schools.

For Classification, Proficiency and English Foundation School Programs, the provisions of articles 12 and 13 are reserved.

(See "Girne American University By-Laws for Associate and Bachelor's Degrees Education and Examinations", Articles 20.1 and 20.2)

The pass mark for proficiency exam is minimum 60 out of 100.

Proficiency in External Exams

Article 4. The English proficiency level of students can also be determined through international exam results. These exams and the minimum pass marks for proficiency are determined and announced by the English Foundation School. Prior to the approval of the external exam results which are submitted, an investigation about these results may be possible if needed. The discretion for the validity of the documents exceeding the period of two years belongs to Foundation English School.

(See "Girne American University By-Laws for Associate and Bachelor's Degrees Education and Examinations", Article 29).

Classrooms

Article 5. The Education at Foundation English School is based on Common European Framework (CEF) and therefore the students are aimed to be at least at Level B (independent user). Students who fail to pass the placement exam continue their education at Foundation English School classes at the level determined by the Placement Exam in order to bring their English level to the standards required by their faculties and schools.

Levels

Article 6. English Foundation Programs consist of A1, A2 (basic user) and B1, B2 (independent user) levels.

Normally the duration of each of these levels is one academic semester and every semester, if necessary, all of these levels are available for education.

Tests

Article 7. At the beginning of each academic year, English Foundation School announces the duties of the students. Students who have completed these duties get the chance to sit level pass tests in order to go to the upper level depending on their test result.

Those who cannot sit the test because of low attendance repeat their level. Those who fail the test either repeat their level or will be placed in the programs especially designed by considering the extent of their failure and the areas in which they failed.

Proficiency Exams

Article 8. Foundation English School students who complete Level B will sit the Proficiency Exam which is held at the end of each semester. Those who pass this exam will have the right to register for their faculty or school at the beginning of the following semester.

There is no make-up exam for the Proficiency Exam.

Students who fail in the summer semester Proficiency Exam will have the chance to sit the Proficiency Exam at the beginning of the following academic year. The pass mark for the Proficiency Exam is 60 out of 100.

Duration of Education

Article 9. The maximum duration of education at Foundation English School is two years. Each academic year has two semesters (14 weeks each) and a summer semester program (35 weeks total in one academic year) when required. Students who are unsuccessful by the end of two years are dismissed from the University.

Obligatory Attendance

Article 10. Students at Foundation English School are obliged to attend the classes by a minimum of 85%. Those who fail to obey this rule lose their right to sit the level exam and are considered unsuccessful and repeat their level.

Leave of Absence

Article 11. Students who continue their education at Foundation English School may apply for leave of absence for one or two semesters for valid and acceptable reasons.

Students who apply for leave of absence may not sit any exam during their leave.

At the end of their leave of absence these students have the right to sit the Proficiency Exam if they pass the Level B exam given to them. Those who pass the Proficiency Exam may register for their faculty or school. Those who fail the Proficiency Exam are subjected to Article 9 provisions concerning the duration of education.

Miscellaneous Rules

Article 12. Special Foundation English School programs can be organized for students who gained the right to register for departments such as English Language Teaching, English Literature and English-Turkish Translation. For these departments the minimum pass mark of Proficiency Exam is 80 out of 100.

Article 13. Level of English of graduate, post-graduate students and of those who wish to transfer from other universities may be determined by English Foundation School if requested by a faculty or school.

Validity

Article 14. These Regulations will be applied to students who registered at Girne American University as of the beginning of the 2007-2008 academic year.

Execution

Article 15. These Regulations are executed by the Rector of Girne American University.