

- Once you log into OASIS, click on Applications-> **“Pass/Fail Application”** button.

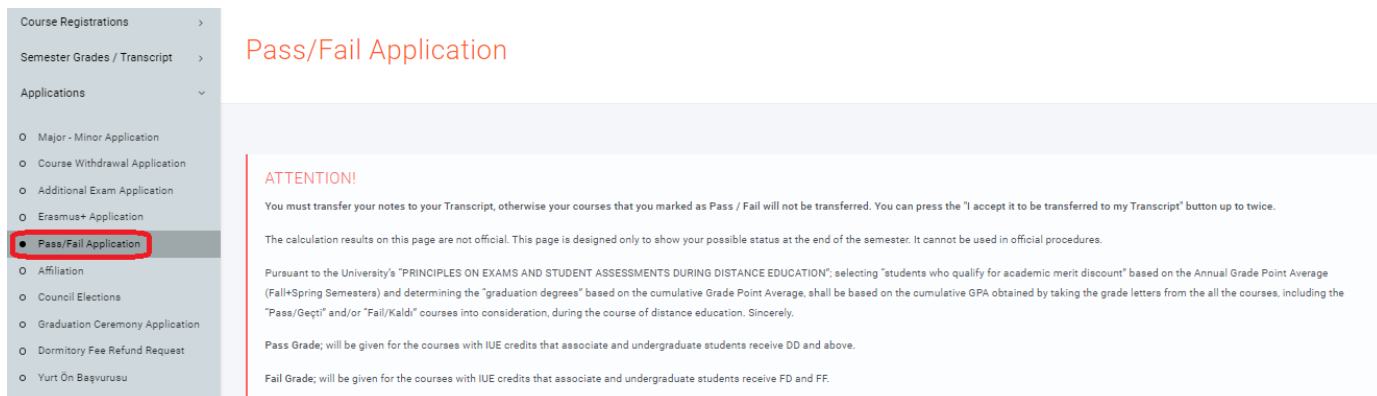


Figure 1: Entering “Pass/Fail Application” page

On the screen you will see:

- All other courses except for courses with P, S, U, NP and W grades taken by Graduate Program students in the relevant semester,
- All other courses except for course with W grade taken by Associate/Undergraduate Program students in the relevant semester.

Major Department									
Course Code	Course Name	Credit	ECTS	Grade	Points	Convert to Pass/Fail	Last Grade	Status of Advisor's Comment(s)	Advisor's Comment(s)
MATH 203	Introduction to Probability Theory I	3	6	DD	6	<input type="checkbox"/>	DD	-	
MATH 207	Intro. to Differential Equations I	3	5	DD	0	<input type="checkbox"/>	DD	-	
IUE 100	Academic and Social Orientation	1	1	AA	4	<input type="checkbox"/>	AA	-	
HIST 100	Princ. of Atatürk and Hist. of Revol.	4	4	FD	0	<input type="checkbox"/>	FD	-	
SPN 201	Spanish Language III	3	4	CB	10	<input type="checkbox"/>	CB	-	
MATH 201	Advanced Calculus I	3	5	DD	5	<input type="checkbox"/>	DD	-	
MATH 105	Linear Algebra I	3	6	CC	12	<input type="checkbox"/>	CC	-	
GPA LIST (GPA) :				1.42		<input type="button" value="X Delete my preferences"/>	1.42		
CUM.GPA LIST(CUM.GPA) :				2.01			2.01		
Year-End Status by Letter Grade		Semester Credit : 20		Semester ECTS : 31		Total Point : 173		DNO: 1.42 GPA: 2.01	
Year-End Status by Pass/Fail Grade		ECTS credit to be added to GPA: 86		Total ECTS: 86		Total Point: 173		GPA: 2.01	

Figure 2: “Pass/Fail Application” page

- “Pass/Fail Application” page will not open for students with “I-Incomplete” grade. These students will be able to apply for a Pass / Fail until 12:00 on July 24, 2020, after the “I” (Incomplete) Grade has been announced on July 23, 2020.

- Students continuing Double Major and Minor Program will see two fields on their page: “Major Program” and “Double Major Program / Minor Program”. Applications must be made by making separate selections for both fields.

Major Department						Double Major Department				
Course Code	Course Name	Credit	ECTS	Grade	Points	Convert to Pass/Fail	Last Grade	Status of Advisor's Comment(s)	Advisor's Comment(s)	
PSIR 207	Introduction to Political Science	3	6	CB	15	<input type="checkbox"/>	CB	-		
PSIR 201	History and Institutions of European Union	3	5	CB	12.5	<input type="checkbox"/>	CB	-		
PSIR 203	Diplomatic History I	3	5	CB	12.5	<input type="checkbox"/>	CB	-		
PSIR 205	History of Political Thought	3	6	CC	12	<input type="checkbox"/>	CC	-		
FR 201	French Language III	3	4	BA	14	<input type="checkbox"/>	BA	-		
GEET 311	Politics of Human Rights	3	4	AA	16	<input type="checkbox"/>	AA	-		
GPA LIST (GPA) :					2.73	<input type="button" value="X Delete my preferences"/>	2.73			
CUM.GPA LIST(CUM.GPA) :					3.19		0			
Year-End Status by Letter Grade		Semester Credit : 18			Semester ECTS : 30		Total Point : 297		DNO: 2.73	GPA: 3.19
Year-End Status by Pass/Fail Grade		ECTS credit included in the CUM.GPA : 0			Total ECTS : 0		Total Point : 0		GPA : 0	

Figure 3: Students Continuing Double Major Program page

Major Department						Minor Department				
Course Code	Course Name	Credit	ECTS	Grade	Points	Convert to Pass/Fail	Last Grade	Status of Advisor's Comment(s)	Advisor's Comment(s)	
ETI 440	Audio-Visual Translation	3	5	BB	15	<input type="checkbox"/>	BB	-		
ETI 301	Translation Theory	3	5	CC	10	<input type="checkbox"/>	CC	-		
ETI 304	Translation of Legal Texts	3	5	BB	15	<input type="checkbox"/>	BB	-		
ITL 103	Italian Language I	3	4	AA	16	<input type="checkbox"/>	AA	-		
ETI 203	Translation of Texts on Economics	3	6	BB	18	<input type="checkbox"/>	BB	-		
ETI 307	Consecutive Interpreting I	3	5	BB	15	<input type="checkbox"/>	BB	-		
GPA LIST (GPA) :					2.97	<input type="button" value="X Delete my preferences"/>	2.97			
CUM.GPA LIST(CUM.GPA) :					2.92		0			
Year-End Status by Letter Grade		Semester Credit : 18			Semester ECTS : 30		Total Point : 470.5		DNO: 2.97	GPA: 2.92
Year-End Status by Pass/Fail Grade		ECTS credit included in the CUM.GPA : 0			Total ECTS : 0		Total Point : 0		GPA : 0	

Figure 4: Students Continuing Minor Program page

- Please activate the button on the “Convert to Pass/Fail” column for the course you want its grade to be converted to Pass/Fail.

Major Department									
Course Code	Course Name	Credit	ECTS	Grade	Points	Convert to Pass/Fail	Last Grade	Status of Advisor's Comment(s)	Advisor's Comment(s)
MATH 203	Introduction to Probability Theory I	3	6	DD	6	<input type="checkbox"/>	DD	-	
MATH 207	Intro. to Differential Equations I	3	5	DD	0	<input checked="" type="checkbox"/>	Pass		
IUE 100	Academic and Social Orientation	1	1	AA	4	<input type="checkbox"/>	AA	-	
HIST 100	Princ. of Atatürk and Hist. of Revol.	4	4	FD	0	<input checked="" type="checkbox"/>	Fail		
SPN 201	Spanish Language III	3	4	CB	10	<input type="checkbox"/>	CB	-	
MATH 201	Advanced Calculus I	3	5	DD	5	<input type="checkbox"/>	DD	-	
MATH 105	Linear Algebra I	3	6	CC	12	<input type="checkbox"/>	CC	-	
GPA LIST (GPA) :				1.42	<input type="button" value="Delete my preferences"/>		-		
CUM.GPA LIST(CUM.GPA) :				2.01			2.16		
Year-End Status by Letter Grade		Semester Credit : 20			Semester ECTS : 31		Total Point : 173	DNO: 1.42	GPA: 2.01
Year-End Status by Pass/Fail Grade		ECTS credit to be added to GPA: 77			Total ECTS: 86		Total Point: 166	GPA: 2.16	

Figure 5: Converting to Pass/Fail

- Once you activate the Pass/Fail button of the course, the score formed according to the letter grade of the course will be reset. Your GPA will be calculated according to the remaining score and will change accordingly. Based on the Pass/Fail grade, you will notice that your GPA will turn into **Green** if it increases, and it will turn into **Red** if it decreases.

Major Department									
Course Code	Course Name	Credit	ECTS	Grade	Points	Convert to Pass/Fail	Last Grade	Status of Advisor's Comment(s)	Advisor's Comment(s)
MATH 203	Introduction to Probability Theory I	3	6	DD	6	<input type="checkbox"/>	DD	-	
MATH 207	Intro. to Differential Equations I	3	5	DD	0	<input checked="" type="checkbox"/>	Pass		
IUE 100	Academic and Social Orientation	1	1	AA	4	<input type="checkbox"/>	AA	-	
HIST 100	Princ. of Atatürk and Hist. of Revol.	4	4	FD	0	<input checked="" type="checkbox"/>	Fail		
SPN 201	Spanish Language III	3	4	CB	10	<input type="checkbox"/>	CB	-	
MATH 201	Advanced Calculus I	3	5	DD	5	<input type="checkbox"/>	DD	-	
MATH 105	Linear Algebra I	3	6	CC	12	<input type="checkbox"/>	CC	-	
GPA LIST (GPA) :				1.42	<input type="button" value="Delete my preferences"/>		-		
CUM.GPA LIST(CUM.GPA) :				2.01			2.16		
Year-End Status by Letter Grade		Semester Credit : 20			Semester ECTS : 31		Total Point : 173	DNO: 1.42	GPA: 2.01
Year-End Status by Pass/Fail Grade		ECTS credit to be added to GPA: 77			Total ECTS: 86		Total Point: 166	GPA: 2.16	

Figure 6: GPA increase due to pass / fail conversion

Major Department									
Course Code	Course Name	Credit	ECTS	Grade	Points	Convert to Pass/Fail	Last Grade	Status of Advisor's Comment(s)	Advisor's Comment(s)
MATH 203	Introduction to Probability Theory I	3	6	DD	6	<input type="checkbox"/>	DD	-	
MATH 207	Intro. to Differential Equations I	3	5	DD	0	<input type="checkbox"/>	DD	-	
IUE 100	Academic and Social Orientation	1	1	AA	4	<input type="checkbox"/>	AA	-	
HIST 100	Princ. of Atatürk and Hist. of Revol.	4	4	FD	0	<input type="checkbox"/>	FD	-	
SPN 201	Spanish Language III	3	4	CB	0	<input checked="" type="checkbox"/>	Pass	✉	
MATH 201	Advanced Calculus I	3	5	DD	5	<input type="checkbox"/>	DD	-	
MATH 105	Linear Algebra I	3	6	CC	12	<input type="checkbox"/>	CC	-	
GPA LIST (GPA) :				1.42	<input type="button" value="X Delete my preferences"/>		-		
CUM.GPA LIST(CUM.GPA) :				2.01			1.99		
Year-End Status by Letter Grade		Semester Credit : 20			Semester ECTS : 31		Total Point : 173	DNO: 1.42	GPA: 2.01
Year-End Status by Pass/Fail Grade		ECTS credit to be added to GPA: 82			Total ECTS: 86		Total Point: 163	GPA: 1.99	

Figure 7: GPA decrease due to pass / fail conversion

- Instead of canceling your Pass / Fail selections one by one, you can reset all of them by clicking on the "Delete My Preferences" button.

Major Department									
Course Code	Course Name	Credit	ECTS	Grade	Points	Convert to Pass/Fail	Last Grade	Status of Advisor's Comment(s)	Advisor's Comment(s)
MATH 203	Introduction to Probability Theory I	3	6	DD	6	<input type="checkbox"/>	DD	-	
MATH 207	Intro. to Differential Equations I	3	5	DD	0	<input checked="" type="checkbox"/>	Pass	✉	
IUE 100	Academic and Social Orientation	1	1	AA	4	<input type="checkbox"/>	AA	-	
HIST 100	Princ. of Atatürk and Hist. of Revol.	4	4	FD	0	<input checked="" type="checkbox"/>	Fail	✉	
SPN 201	Spanish Language III	3	4	CB	10	<input type="checkbox"/>	CB	-	
MATH 201	Advanced Calculus I	3	5	DD	5	<input type="checkbox"/>	DD	-	
MATH 105	Linear Algebra I	3	6	CC	12	<input type="checkbox"/>	CC	-	
GPA LIST (GPA) :				1.42	<input type="button" value="X Delete my preferences"/>		-		
CUM.GPA LIST(CUM.GPA) :				2.01			2.16		
Year-End Status by Letter Grade		Semester Credit : 20			Semester ECTS : 31		Total Point : 173	DNO: 1.42	GPA: 2.01
Year-End Status by Pass/Fail Grade		ECTS credit to be added to GPA: 77			Total ECTS: 86		Total Point: 166	GPA: 2.16	

Figure 8: "Delete My Preferences" button

- Once you activate the Pass / Fail button, your academic advisor will be able to see your course (s) from his/her account and can only give advice if necessary. You can see your advisor's advisory comments at the "Advisor's Comment(s)" column. **There is no consent of the advisor's approval in transferring Pass / Fail grades to your transcript.**
- **After clarifying your course (s) in which you have activated the Pass / Fail button, you must transfer it to your Transcript. Otherwise, the courses you marked as Pass / Fail will not be transferred.**

After checking the "I accept the accuracy of my preferences." box, you need to click on the "I accept it to be transferred to my transcript" button.

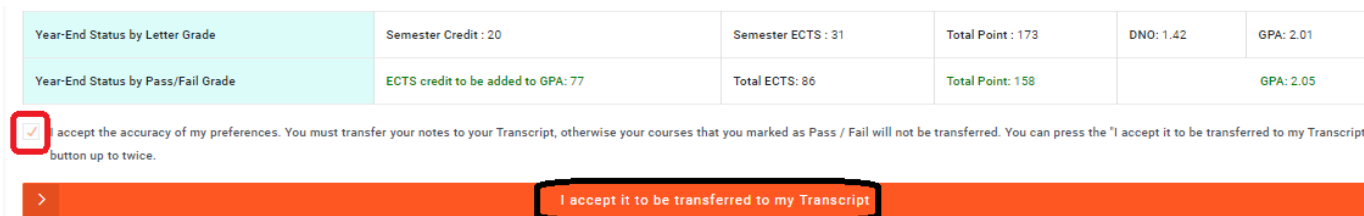


Figure 9: " I accept it to be transferred to my transcript " button

- You can click on "I accept it to be transferred to my transcript" button twice at most. Once you have clicked on it, you can undo it and make changes to your choices and must click on the "I accept it to be transferred to my transcript" button again. You cannot undo it again if you click on second time. Therefore; we highly recommend you click on the " I accept it to be transferred to my transcript" button after you **clarify your choices.**

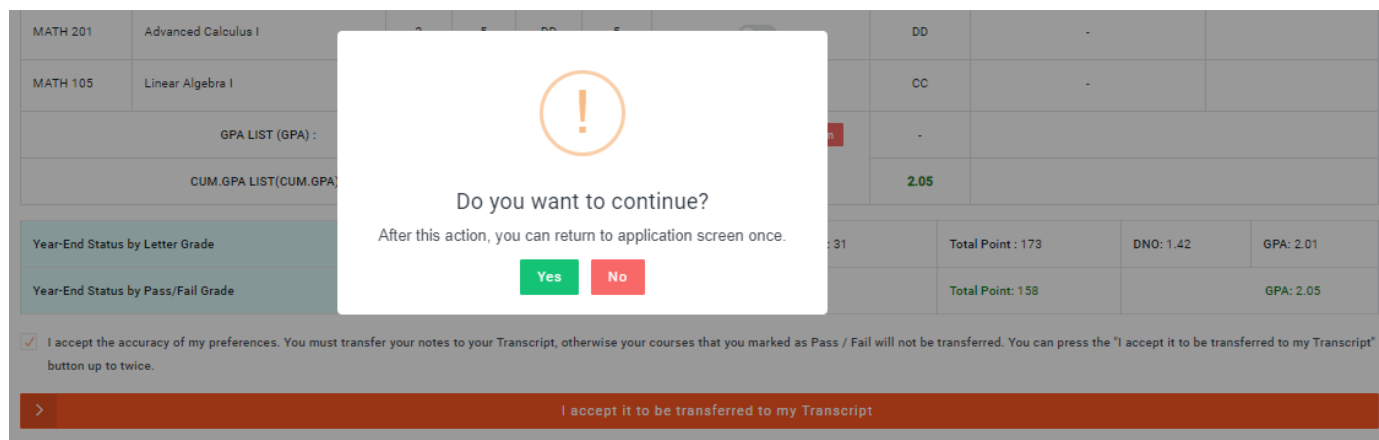


Figure 10: Warning message once you click on "I accept it to be transferred to my transcript" button

IN THE EVENT OF MAKING A “PASS” AND/OR “FAIL” APPLICATION

- If “Pass/Geçti” and “Fail/Kaldı” grade system is preferred, grade letters will not be indicated in the transcript, it will only say “Pass/Geçti” or “Fail/Kaldı” for these courses in the transcript.
- Students are required to take the course with the “Fail/Kaldı” grade until they are successful.
- Student’s Semester **GPA calculation** will be done by **indicating the grade letters**, of all the courses student has enrolled in the semester concerned, **in the transcript**. If the student has even one “Pass/Geçti” and “Fail/Kaldı” grade in the semester concerned, his/her **Semester GPA will not be calculated**. However, **ECTS credits of “Pass/Geçti” and “Fail/Kaldı” courses will be included in the total semester ECTS credit**.
- Courses with “Pass/Geçti” and “Fail/Kaldı” grades will not be included in the **Student’s Semester GPA calculation**. However, the ECTS Credit of “Pass/Geçti” and “Fail/Kaldı” courses will be included in the **general total ECTS credit**.
- If a student requests “Pass/Geçti” and “Fail/Kaldı” grade **for all the courses** taken during distance education, **student’s cumulative GPA as of the previous semester will be taken into consideration**.
- In the event of repeating a course with “Pass/Geçti” and “Fail/Kaldı” grade **in the coming semesters** (*due to failure or raising grades*) and obtaining a letter grade for the course, **the final letter grade** for the course will be taken into consideration in the **calculation of semester GPA and cumulative GPA**.
- In the event of not receiving a letter grade for a course with “Pass/Geçti” grade (*if not repeated*), this course will never contribute to the calculation of semester GPA and cumulative GPA.
- Contribution of a course with “Fail/Kaldı” grade to the semester GPA and cumulative GPA calculation will be valid **as of the semester a letter grade is issued for the course concerned**.
- In the event of obtaining a “Pass/Geçti” or “Fail/Kaldı” grade for a course, in which the student re-enrolled, which was taken **before** 2019-2020 academic year spring semester due to *failure or raising grades*, the **letter grades and ECTS credit obtained** for the course concerned **before the 2019-2020 academic year spring semester, will not be included in the cumulative GPA calculations** (*because when grade point average is calculated, the final grade for a repeated course is taken into consideration*).
- In cases such as *moving to an upper grade, applying for double major-minor programs, continuing with double major-minor programs, applying for intra-institutional transfer* that are **based on cumulative GPA**, the **cumulative GPA** will be calculated with courses with letter grades, excluding the courses with “Pass/Geçti” and “Fail/Kaldı” grades.
- Even if a student has only one “pass” grade in a given semester, he or she will not be able to become an **honor/high-honor student** since the DNO of that semester cannot be calculated.
- Selecting “**students who qualify for academic merit discount**” based on the Annual Grade Point Average and determining the “**graduation degrees**” based on the cumulative Grade Point Average,

shall be based on the cumulative GPA obtained by taking the grade letters from the all the courses, including the “Pass/Geçti” and/or “Fail/Kaldı” courses into consideration, during the course of distance education.

- In the event of a course with “Pass/Geçti” and “Fail/Kaldı” grade being a prerequisite of another course, prerequisites will be arranged as below:

If the prerequisite is “passing a course”, it will be arranged as	“DD or <u>Pass/Geçti</u> ”,
If the prerequisite is “following a course”, it will be arranged as	“FF or <u>Fail/Kaldı</u> ”,
If the prerequisite is “failing a course”, it will be arranged as	“FF/FD or <u>Fail/Kaldı</u> ”.