

	GEBZE TECHNICAL UNIVERSITY GTU 101 PRINCIPLES OF IMPLEMENTATION FOR EXTRACURRICULAR ACTIVITIES	Document No	YÖ-0094
		Date Released	22 Feb 2023
		Date Revised	04 Jan 2024
		Revision No	1
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Purpose

ARTICLE 1. The purpose of this Directive is to determine the implementation and evaluation principles of the GTU 101-Coded Extracurricular Activity Course, which will be offered for Gebze Technical University (GTU) bachelor's degree programs. The aim of the course is to support students in engaging in extracurricular scientific, cultural, artistic, and social activities, analyzing their activities, fostering students' ability to work effectively individually and/or in teams in real-life processes, assisting students in developing effective communication skills with counterparts in different disciplines through practice, and supporting students in acquiring the ability to follow global developments and continuously renew themselves through non-curricular sources.

Scope

ARTICLE 2. It covers the conversion of the educational, social, scientific, cultural, artistic, and sports activities directly participated by the bachelor's degree students enrolled in the university into elective course credits during their period as students.

Basis

ARTICLE 3. This Directive has been prepared based on the GTU Regulation on Bachelor's Degree Level Education and Teaching.

Principles of Implementation

ARTICLE 4.

(1) The activity course, with the code GTU 101, is opened separately for each department in every academic semester with sufficient demand as a non-technical common elective course worth 3 (three) ECTS credits for all bachelor's degree programs. Each department assigns an instructor competent to teach the course in line with the medium of instruction of the department.

(2) The activity course includes participation in any kind of scientific, social, and cultural activity, including employment and career days, scientific (such as TÜBİTAK and so on), cultural, social projects and working groups, participating congresses, symposiums, conferences, panels, seminars, workshops, community service activities, exhibition events, museum visits, fairs, biennials, triennials, festivals, national and international competitions, participating in activities organized on campus by student clubs, serving as a representative in the student council, attending courses and trainings offered by the divisions within GTU, official and private institutions, non-university events, and so on, both on and off-campus.

(3) Activities taking place within the scope of any course opened at the university and/or activities that are a compulsory component of the curriculum for which the student is responsible do not fall within the scope of this course.

(4) Activities participated by the student from the first day of enrollment at GTU, regardless of the academic year and semester, may be added to the course report.

(5) Before registering for the course, students are required to submit a report containing the activities they have participated since the first day of enrollment at GTU, along with supporting documents, to the instructor teaching the course and obtain the consent of the same instructor. The instructor providing the course sends the list of students to whom consent has been given to Student Affairs through the relevant department head's offices and dean's offices before the end of the add/drop period of each semester. The Student Affairs removes students who are not on this list from the registration list.

Method of Evaluation

ARTICLE 5.

(1) An "Extracurricular Activity Report" is prepared by the student for each activity. Supporting documents verifying participation are attached to the prepared activity participation certificate. The student compiles a report (Extracurricular Activity Course Report) containing all the activities participated, and along with their documents, submits it to the instructor teaching the course by the first Friday of the final's week of the semester for which he/she is enrolled.

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(2) The evaluation jury of the activity course consists of the instructor in charge of the course, the student's advisor, and the head of department. The jury evaluates the report submitted by the student and records the appropriate letter grade using the "Extracurricular Activity Course Evaluation Form."

(3) For the student's activity report to be accepted for evaluation by the jury; it is to be submitted with relevant forms and attachments declaring that the activities participated fall outside the scope specified in the 3rd paragraph of Article 4 and that the student directly participated in at least 8 (eight) different types and topics of activities listed in the 2nd paragraph of Article 4.

(4) The official letter of assignment or participation certificate attached by the student to the activity participation certificate is checked by the instructor of the course, and a copy of these documents is kept. The originals of these documents are returned to the student.

(5) Students who have earned the right to study at GTU through horizontal and vertical transfer cannot report within the scope of this course the activities they participated in before enrolling at GTU.

Abolished Directive

ARTICLE 6- The "Gebze Technical University GTU 101-Extracurricular Activity Principles of Implementation," accepted by the GTU Senate meeting decision dated 02/02/2023 and session number 2023/03, has been abolished.

Enforcement

ARTICLE 7. This Directive is effective from the 2023-2024 Academic Year Spring Semester.

ANNEXES: FR-0676 Extracurricular Activity Report
FR-0677 Extracurricular Activity Course Report
FR-0678 GTU 101 Extracurricular Activities Evaluation Form

Date and Number of the Senate Where the Directive Was Accepted	
Date	Number
02/02/2023	2023/03
Date and Number of the Senate Which Amended the Directive	
Date	Number
21/12/2023	2023/35