

T.C.
ANKARA MEDİPOL UNIVERSITY FACULTY OF PHARMACY
COURSE CREDIT TRANSFER AND EQUIVALENCY WORKFLOW*

Student Application: The student must fill out the Course Credit Transfer Request Form (**ANK-ECF-F062**) along with their transcript from their previous university, student certificate, certified course syllabi, and other documents required in the announcement and submit them to the faculty secretariat.

Faculty Secretariat Procedures: The faculty secretariat will receive applications and their attachments and forward them to the Transfer and Adaptation Commission.

Credit Transfer and Equivalency Commission: Applications will be reviewed, and a separate Course Credit Transfer and Equivalency decision form (**ANK-ECF-F021**) will be prepared for each student. Then, the class to which the student will be placed will be determined.

Faculty Board Review: The commission's decision will be reviewed and finalized by the Faculty Board.

Student Affairs Procedures: The Faculty Board's decision regarding class placement will be sent to the Student Affairs Office. The Faculty Secretariat will register course exemptions into the Medipol Education Information System (MEBIS).

Appeal Process: If a student wishes to appeal the exemption and equivalency results, they must submit their appeal in writing to the faculty secretariat within 7 days of the results being processed in MEBIS.

Appeal Review and Finalization of Results: The relevant commission will re-examine the appeals, and the process will be finalized with a decision from the Faculty Board of Directors.

*These points outline the general workflow and will be carried out in accordance with relevant guidelines and regulations.