

FOUNDATION ENGLISH PROGRAMME

STUDENT HANDBOOK

THE FOUNDATION ENGLISH PROGRAMME

The Foundation English Programme aims to provide the necessary language and study skills in order for students to pursue their academic studies. The required level of proficiency is equivalent to the CEFR's (Common European Framework of Reference for Languages) B1 or B1+ (for Graduate Students, the Department of Pilotage and the Department of English Language and Teaching) level.

Students who do not achieve the required grade in the Proficiency Test (75% for the Department of Pilotage, 70% for the Department of English Language and Teaching, and 60% for the other departments) must attend the classes in the FEP.

The FEP includes courses on three different levels:

Level 1A

Students who score between 0-29 in the Placement Test are placed in a two-semester programme. They complete A1 and A2 Levels at the end of the Fall Term. They complete B1 Level (for regular groups) or B1+ Level (for Pilotage, Graduate and ELT students) at the end of the Spring Term.

Level 1B

Students who score between 30-59 in the Placement Test are placed in a two-semester programme. They complete A2 Level at the end of the Fall Term. They complete B1 Level (for regular groups) or B1+ Level (for Pilotage, Graduate and ELT students) at the end of the Spring Term.

Level 2

Students who score 60 or over in the Placement Test but fail to achieve the required score in the Proficiency Test are placed in a one-semester programme. They complete B1 Level at the end of the Fall Term.

Attendance

Students must attend 85% of the course hours. Students are informed of the designated attendance allowance for each semester.

Those who go over the designated attendance allowance will be unable to participate in the Final Exam. They may take the Re-sit Exam at the end of each semester. Students may claim attendance allowance for no more than 3 days during each semester if they have valid medical documentation.

ASSESSMENT

The passing grade is 75/100 for the Department of Pilotage; 70/100 for the Department of English Language and Teaching and Graduate Students; and 60/100 for the other programmes.

Assessment Criteria:

Classroom Performance (homework and portfolio)	10%
Quizzes	10%
Mid-term Exam	30%
Final Exam	50%

Exams**Level 1:**

Level 1 (Level 1A and Level 1B) students are placed in a two-semester (one academic year) programme. Students must take a mid-term exam and a final exam during each semester. If they fail to complete the programme, they may take the Re-sit Test at the end of each semester.

Those who complete the programme during the Fall Term proceed to Level 2 in the Spring Term.

Those who fail to complete the programme during the Fall Term may take the Re-sit Test and proceed to Level 2 if they pass. Those who fail the Re-sit at the end of the Fall Term must repeat Level 1 during the Spring Term.

Those who fail to complete Level 1 or Level 2 in the Spring Term may attend the Summer School Programme or take the Proficiency Test at the beginning of the following Academic Year.

Level 2:

Level 2 students are placed in a one-semester programme. Students must take a mid-term exam and a final exam during the Fall Semester. The level of the final exam is equivalent to the level of the Proficiency Test.

Those who fail to complete the programme may take the Re-Sit Test at the end of the Fall Term.

Those who complete the programme may proceed to their departments.

Those who fail the programme may repeat Level 2 during the Spring Term. Those who fail to complete Level 2 in the Spring Term may attend the Summer School Programme or take the Proficiency Test at the beginning of the following Academic Year.

Students may take the Make-up Exam if they have valid medical documentation.

For announcements visit:

<https://kyrenia.edu.tr/home/academic/the-foundation-english-programme>

Students are required to activate their University of Kyrenia email accounts.

Exam DATES

2019-2020 FALL

18 & 19 November 2019	Mid-term
2 December 2019	Mid-term Make-up
7 & 8 Jan 2020	Final Exam
22 Jan 2020	Re-sit

2019-2020 SPRING

17 February 2020	classes commence
13 & 14 April 2020	Mid-term
22 April 2020	Mid-term Make-up
2 & 3 June 2020	Final Exam
16 June 2020	Re-sit