

UNIVERSITY OF KYRENIA
REGULATION ON PROMOTION AND APPOINTMENT OF
FACULTY MEMBERS

Scope

Article-1 This Regulation sets out the conditions for the promotion and appointment of academic staff working at the University of Kyrenia to the titles of "**Assistant Professor**", "**Associate Professor**", and "**Professor**" and the principles regarding the use of titles earned at other universities.

Basis

Article-2 This regulation is based on the "TRNC Higher Education Institutions Regulation on Promotion and Appointment to Academic Membership" made under Article 20 of the Northern Cyprus Higher Education Law No. 65/2005 and the University of Kyrenia Regulation on Academic Organization and Functioning.

General Provisions

Article-3 The criteria specified in this regulation are only decisive at the preliminary evaluation stage, which will result in the acceptance or rejection of promotion and appointment applications. In the evaluation of the applications, the academic qualifications and performance of the candidate must be examined in detail. In this evaluation, the candidate's place and potential in the field of science, his/her contribution to education, professional experience and social contribution, the contributions he/she has made or may make to the objectives of the unit to which he/she applies, his/her contribution to the management and institutional structure of the university and other university services, personal and social characteristics are also taken into consideration in terms of his/her suitability for the position to be appointed.

Preliminary Evaluation Commission

Article-4 Preliminary evaluation commission is the commission formed by the Rectorate of University of Kyrenia to fulfill the preliminary evaluation procedures of the applications. The commission consists of 5 professors from different fields. In case there are not enough faculty members with the title of professor, the commission is formed by assigning as many members from other units as necessary.

Duties of the preliminary evaluation commission;

- a) The scientific studies and other academic activities documented by the candidates in their applications are evaluated quantitatively according to the scoring system in Annex 1 and the minimum requirements system in Annex 2.
- b) Evaluates the file of all applicants within 10 (ten) days from the last day of the application date.
- c) During the 10-day period determined for the evaluation, the Commission will contact the relevant candidate officially and request information and documents regarding the evaluation when it deems necessary or in case of doubt. The requested documents must be submitted to the relevant commission within 1 (one) week at the latest. Documents not submitted to the commission within the specified period will not be evaluated.

Preliminary evaluation criteria

Article-5 In the preliminary evaluation stage, the application files of the candidates must be prepared

in accordance with the "University of Kyrenia Academic Promotion and Appointment Criteria Annex-1 (Score table)" and Annex-2 (Minimum Requirements for the Basic Fields of Educational Sciences and Teacher Training, Science-Mathematics, Engineering, Health Sciences, Social Administrative and Humanities, Philology, Architecture, Law). The points specified in the table in Annex-1 are the minimum points for appointment and promotion to the academic staff of University of Kyrenia.

Article-6 University of Kyrenia may define and apply different criteria for the relevant basic field or fields within the framework of the model in Annex-2, in line with the objectives of Annex-1 of the score levels applicable to academic promotion and appointment. In order for such different criteria to be applied, they must be approved by the Senate. The distribution of duties and authorities regarding which units can define different criteria for which core areas is determined by the Rectorate.

Appointments and promotions to faculty members in Vocational Schools are made by the Rectorate with the same procedures and principles.

Article-7 During the preliminary evaluation stage, 1 (one) electronic and 1 printed file together with the original of the candidate's application petition is submitted to the rectorate. In addition, the application files of all internal or external candidates, prepared as specified in **Article 5**, are sent digitally to the members of the Preliminary Evaluation Commission separately by the candidate.

Article-8 The Promotion and Appointment Criteria determined by the University Senate determine the minimum level required for the academic units of the University of Kyrenia and the fact that the candidate has passed the preliminary evaluation according to these criteria cannot be accepted as an acquired right. The University Senate reserves the right to make changes in the criteria depending on the developments.

Applications

Article-9 In order for the appointment and promotion applications of the candidates to be processed, there must be a need for a staff member with this qualification in the unit applied for, and the Rectorate must have given approval for the allocation of a staff member with this title.

Before submitting an application, each candidate must evaluate his/her own work in accordance with the criteria set out in **Article 5** and, if the prescribed conditions are met, submit an application.

If there are missing documents in the promotion and appointment application files of the candidates, their applications will not be taken into consideration.

Application Requirements

Article-10 University of Kyrenia faculty members and staff who meet the application requirements for professorship, associate professorship and assistant professorship, except for the minimum period of time required to work in the relevant field, may make their applications in the previous application period in which they have not yet completed their minimum period of time, if they will complete their minimum period of time between the promotion and appointment application periods held twice a year. The evaluation processes of the applications made within this framework are initiated after the completion of five (5) years for applications for the title of professor and three (3) years for applications for the title of associate professor.

Promotion and Appointment to Assistant Professor

Article-11 To apply for assistant professorship;

It is a must to have a doctorate degree or to be a specialist in medicine, dentistry, pharmacy and veterinary medicine or to have gained proficiency in one of the branches of art to be determined by the GÜ Senate.

Article-12 Those who fulfill the conditions stipulated in Article 2 of this Regulation;
They have received the training of trainers organized by universities,

Those who have been working at GÜ for more than one (1) year must have published at least one (1) article under the name of GÜ, and those who have been working for less than one (1) year must have published at least one (1) article in journals within the scope of 1A, 1B and 1C under the name of a different institution.

Article-13 In order to be appointed as an assistant professor; a foreign language score of at least 55 from YDS or YÖKDİL or equivalent foreign language score from exams approved by YÖDAK and/or YÖK, or a minimum score of 55 from the graduate foreign language exam organized by the Rectorate of GÜ. (The foreign language documents to be submitted must have a foreign language exemption of at least one year including the application date. Foreign language certificates approved by YÖK have a maximum of 5 years exemption in accordance with the equivalency table of our University).

Article- 14 Candidates who apply for assistant professorship and who are approved by the GÜ. Preliminary Evaluation Commission submit 1 printed and 1 electronic file to the GÜ. Rectorate

Article-15 Together with the application files, a petition stating the unit (department / department / department of art / art branch, if any) and the field to be evaluated and a declaration stating that there are no missing documents in the application file should be submitted as a separate file.

Application File for Promotion and Appointment to Assistant Professor

- Curriculum Vitae in YÖK Format,
- A copy of the Annex 3 form, completed and scored as required
- Documents proving that the candidate's articles are scanned in SCIE, SSCI, ACHI, ESCI, SCOPUS, TR index,
- A copy of the doctoral diploma, certificate of specialization or proficiency in art and, if available, the certificate of assistant professorship,
- A sample of the candidate's work,
- Final acceptance certificate or DOD number for works that have been accepted but not yet published at the date of application.
- Foreign language certificate (original, notarized copy or certified by GÜ Education Unit)
- Training of Trainer certificate,
- Printing contract if the publication is a book,
- It is mandatory to attach documents proving citations and refereeing.

Article-16 The dean in faculties, the directors in institutes or colleges affiliated to the rectorate, one of whom is the director of that unit, and one of whom is from outside GÜ, establish a jury of 3 people to examine the status of the assistant professor candidate or candidates approved by the preliminary examination commission. The jury consists of three professors and/or associate professors related to the field of science to which the candidates apply. The dean's office or directorate sends a copy of the candidate's application file for promotion and appointment to assistant professor, which has the content defined in **Article 15**, to the jury members electronically (e-mail or flash memory) and asks them to submit their written opinions in a report. The dean or the relevant director presents the opinions at the first Faculty Administrative Board and/or School Administrative Board meeting after all written opinions are received and receives separate opinions about the candidate or candidates. In case more than one candidate applies for a vacancy, the Board of Directors states its preference with justification. The dean or director submits the decision of the Board of Directors to the rector together with the file containing the opinions and recommendations. Based on this report on the determinations for appointment to assistant professorship, the Board of Directors decides to appoint the applicant to assistant professorship. Appointment procedures are carried out by the Rectorate.

Promotion and Appointment to Associate Professor

Article- 17 The following conditions are required for promotion and appointment as Associate Professor;

- a) Obtaining a doctorate, specialization in medicine, dentistry, pharmacy and veterinary medicine or proficiency in art
- a) Having worked full-time in a higher education institution for at least 2 (two) years,
- b) At least three (3) years of experience in the relevant field of science,
- c) In order to be appointed to the position of Associate Professor, it is required to have a foreign language score of at least 55 from YDS or YÖKDİL or equivalent foreign language score from exams approved by YÖDAK and/or YÖK, or a minimum score of 55 from the graduate foreign language exam organized by the Rectorate of GÜ. (The foreign language documents to be submitted must have a foreign language exemption of at least one year including the application date. Foreign language documents approved by YÖK have a maximum of 5 years of exemption in accordance with the equivalency table of our University). [In accordance with this regulation, foreign language documents previously submitted to the Rectorate in order to be appointed as Assistant Professor are also valid for the application for this position within the valid exemption periods],
- d) For University of Kyrenia faculty members and staff, to have published at least 2 articles in journals within the scope of 1A, 1B and 1C under the name of GÜ.
- e) To be approved by the "GÜ Preliminary Evaluation Commission" according to the scoring system in Annex 1 and the minimum requirements system in Annex 2 in terms of the quantity of scientific works and other academic activities.

Article- 18 Examination for Promotion to Associate Professorship;

Candidates applying for the associate professorship exam submit 1 printed and 1 electronic file containing their CV, scientific studies and works to the Rectorate of GÜ.

Article- 19 Scientific Jury for Promotion to Associate Professorship Examination,

- a) The Science Jury consists of 5 full and 2 substitute members, the majority of whom are selected from among the professors working at other universities, according to the specialization and research subject of the science branch to which the candidate applies. The GÜ Board of Directors decides who the science jury will consist of. If there are not enough members in the same branch of science or if the candidate's branch of science or specialization and research subjects make it compulsory, jury members can be selected from nearby branches of science.
- b) A copy of the candidate's application file for promotion to associate professor with the content defined in **Article 20** is submitted to the jury members electronically (e-mail or flash drive).
- c) The members of the scientific jury prepare comprehensive reports on the originality, relevance to the field of science, contribution to the field of science and integrity of the scientific works presented in the candidate's file before the meeting. The Science Jury convenes in full number, elects a chairperson from among themselves, evaluates the submitted reports and decides positively or negatively by majority vote.
- d) The scientific jury subjects the candidate to an oral exam or, if necessary, to a practical and applied exam. In the oral exam, based on the works submitted by the candidate, the candidate's knowledge of the discipline to which the candidate has applied is evaluated and the candidate is decided to be successful or unsuccessful by unanimous or majority vote.
- e) Candidates whose scientific works are deemed sufficient, but who fail the oral exam, can take the oral exam for the second time at least 6 months later. Candidates who fail the oral exam for the second time can take the associate professorship exam again only after a full year.

Article-20 The science jury notifies the candidate orally and in writing (together with the reports of the jury members and a detailed examination report) to the Rectorate of the University. The GÜ Board of Directors takes the decision to promote the candidate to associate professorship in line with the decision of the scientific jury. An Associate Professorship success certificate is given to the candidate by the Rectorate of the University.

Application File for Promotion to Associate Professor

The candidate must submit a petition to the Rectorate of the University of Kyrenia, together with the application files, stating the unit (department / department / department of art / art branch, if any) and the Academic Title they want to be promoted and a declaration stating that there are no missing documents in the application file.

- Curriculum Vitae in YÖK Format,
- A copy of the Annex 3 form, completed and scored as required
- Documents proving that the candidate's articles are scanned in SCIE, SSCI, ACHI, ESCI, SCOPUS, TR index,
- Doctorate diploma, certificate of specialization or proficiency in art,
- One copy of each of his works,
- Final acceptance certificate or DOI number for accepted but not yet published works on the date of application. (At least 70% of the applicant's articles within the scope of the mandatory requirement of the title applied for must be published)
- Foreign language certificates (original, notarized copy or certified by the U. G. Education Unit)
- Training of Trainer certificate (for applicants from universities other than University of Kyrenia),
- Printing contract if the publication is a book,
- It is mandatory to attach documents proving citations and refereeing.

Appointment as Associate Professor

Article-21 In order to determine the status and scientific or artistic qualifications of the candidate/candidates applying for the appointment of associate professor, the Board of Directors of the Faculty of Economics and Administrative Sciences constitutes a jury consisting of professors from other universities, one of whom is the director of that unit, related to the field of science or art of the announced staff. The jury consists of 3 full and 1 substitute member. The jury members examine the documents in the file submitted by the candidate(s) and prepare a report separately for each candidate and state their preferences if there is more than one candidate applying for appointment to the position. In these reports, the scientific or artistic qualifications and works of the candidates are evaluated, their managerial, constructive and developmental qualities and their efforts to train men of science and art are stated in detail. The Board of Directors of GÜ decides on the appointment of the applicant based on these reports related to the determinations of promotion to associate professorship. Appointment procedures are carried out by the Rectorate.

Article-22 Candidates submit 1 printed and 1 electronic file to the Rectorate of GÜ.

Article-23 When submitting their application files, candidates submit a petition to the Rectorate in a separate file stating the unit (department / department / department of art / branch of art, if any) and the field to be evaluated and a declaration stating that there are no missing documents in the application file.

Article-24 In the event that the field of application of the candidate applying for the appointment of Associate Professor is different from the department and/or the relevant department at the University of Kyrenia, the written opinion of the head of the department to which the candidate will apply is taken.

Application File for Appointment as Associate Professor

The application file for appointment to Associate Professorship includes all the documents included in the application file for promotion to Associate Professorship and the **Associate Professorship Certificate in addition.**

Promotion and Appointment to Professorship

Article-25 The following conditions are required for promotion and appointment to professorship:

a) Having worked in the relevant field of science for at least five (5) years, including at least three (3) years full-time in a Higher Education Institution, and having published at least three (3) articles in journals within the scope of 1A, 1B and 1C under the name of GÜ for candidates who are faculty members and staff of University of Kyrenia.

b) To be approved by the "GÜ Preliminary Evaluation Commission" according to the scoring system in Appendix 1 and the minimum requirements system in Appendix 2 in terms of the quantity of scientific studies and other academic activities.

c) To have original works in his/her field of science and to have practical studies in branches with application areas.

e) In order to be appointed to the professorship; a foreign language score of at least 55 from YDS or YÖKDİL or equivalent foreign language score from exams approved by YÖDAK and/or YÖK, or a minimum score of 55 from the graduate foreign language exam organized by the Rectorate of GÜ. (The foreign language documents to be submitted must have a foreign language exemption of at least one year including the application date. Foreign language documents approved by YÖK have a maximum of 5 years of exemption in accordance with the equivalency table of our University). [In accordance with this regulation, foreign language documents previously submitted to the Rectorate in order to be appointed as Associate Professor are also valid for the application for this position within the valid exemption periods],

Article-26 1 printed and 1 electronic file is delivered to the Rectorate of University of Kyrenia.

Article-27 When submitting their application files, candidates submit a petition to the Rectorate in a separate file stating the unit (department / department of art / branch of art, if any) and the field to be evaluated and a declaration stating that there are no missing documents in the application file.

Application File for Promotion and Appointment to Professorship

- Curriculum Vitae in YÖK Format,
- A copy of the Annex 3 form, completed and scored as required
- Documents proving that the candidate's articles are scanned in SCIE, SSCI, ACHI, ESCI, SCOPUS, TR index,
- A copy of the doctoral diploma or certificate of specialization,
- Associate Professorship certificate,
- One copy of his works before and after associate professorship,
- Final acceptance certificate or DOI number for accepted but not yet published works on the date of application. (At least 70% of the applicant's articles within the scope of the mandatory requirement of the applied title must be published)
- Foreign language certificate (original, notarized copy or certified by the Education Unit)
- Train the Trainer certificate (for applicants from universities other than University of Kyrenia)

- Printing contract if the publication is a book,
- It is mandatory to attach documents proving citations and refereeing.

Article-28 In the event that the field of application of the candidate applying for professorship is different from the department and/or the relevant department at the University of Kyrenia, the written opinion of the head of the department to which the candidate will apply is taken.

Article-29 In order to determine the status and scientific or artistic qualifications of the candidates applying for professorship, the GÜ Board of Directors selects 3 full and 1 substitute member, one of whom is the director of that unit, from among the professors from other universities related to the field of science or art of the advertised position. These members examine the documents in the dossier submitted by the candidate or candidates and prepare a report separately for each candidate, and if there is more than one candidate applying for appointment, they state their preferences. In these reports, the scientific or artistic qualifications and works of the candidates are evaluated, their managerial, constructive and developmental qualities and their efforts in raising men of science and art are stated in detail. Based on these reports, the Board of Directors decides on the appointment of the applicant associate professor to professorship. Appointment procedures are carried out by the Rectorate.

Article-30 A copy of the candidates' application file for promotion and appointment to professorship with the content defined in **Article 27** is sent to the jury members electronically (e-mail or flash memory).

Article-31 Candidates who apply for promotion and appointment to assistant professorship, associate professorship and professorship, but are found unsuccessful by the scientific and appointment jury formed after their applications are accepted, cannot apply for the same position again until one year has passed.

Open and Reappointment

Article-32 Applications for open and reappointment to professorship, associate professorship and assistant professorship positions are evaluated by the Rectorate of the University of Kyrenia and the appointment procedures are carried out by the Rectorate.

Open and reappointment application file

- The application petition submitted by the candidate to the Rectorate (indicating which branch of science he/she is applying for),
- Candidate's Curriculum Vitae (CV) and list of works,

Enforcement

Article-33 This regulation shall apply as of **November 2024**.

Annex 1.

PROMOTION CRITERIA (SCORE TABLE)

EVENT	SCORE
1ST INTERNATIONAL ARTICLE	
A. Article published in a journal in SCIE or SSCI	
	Q1* 30*
	Q2* 20*
	Q3* 15*
	Q4* 10*
B. Article published in an ACHI journal	20*
C. Article published in a journal in ESCI or Scopus	10*
D. Article published in a journal indexed in other international indexes	4*
E. Letter to the editor, research note, case report, abstract or book review published in journals within the scope of A, B, C and D of this article	3*
For associate professorship applications, it is compulsory to have published at least 1 article in Q1, Q2 and Q3 journals after obtaining a doctorate and the title of specialist in medicine, dentistry, pharmacy and veterinary medicine.	
2. NATIONAL ARTICLE	
A. Article published in TR indexed journal	6*
B. Articles published in University of Kyrenia Journals	5*
C. Article published in other refereed journals	4*
D. Letter to the editor, research note, case report, abstract or book review published in University of Kyrenia Journals	3*
E. Letter to the editor, research note, case report, abstract or book review published in other refereed journals	2*
3. PRESENTATION	
A. Full text / abstract presented at an international scientific meeting and published in CPCI in printed / electronic form	6*
B. Full text/abstract of a paper presented at other international and national scientific meetings and published in print/electronic format	3*
4. ATTRIBUTION	
A. Citation in SCIE, SSCI, ACHI, ESCI and SCOPUS	2 for each citation
B. Citation in a book within the scope of BKCI	1 for each citation
C. Citation in a journal in TR index	1 for each citation
D. Citation in other international or national books or journals	0.5 for each citation
5. PROJECT	
A. Successfully completed EU framework program / TÜBİTAK scientific research project	
	Being a Coordinator/Executive 10
	Being a researcher 8
	Becoming a counselor 5
B. To be an Executor/Researcher/Consultant in a successfully completed international supported scientific research project	8
E. To be an Executive / Researcher / Consultant in a successfully completed R&D, P&D based scientific research project with public institutions / private organizations other than universities	5
F. Successfully completed projects of universities within the scope of BAP	
	Being a Coordinator/Executive 6
	Being a researcher 3
	Becoming a counselor 1
* Cooperation with other universities in the project	3
6. POSTER	
A. Presented at conferences indexed in SCIE, SSCI, ACHI, ESCI and SCOPUS databases	3/YS
B. Presented at other international conferences	2/YS
C. Presented at national conferences	1/YS
7. BOOK (Scientific, Professional and Textbook)	
A. Book authorship within BKCI	20
B. Authorship of a chapter in a book within the scope of BKCI	15
C. Other international/national book authorship	10
D. Authorship of chapters in other international/national books	5
E. Scientific Book Translation	5
F. Translating a chapter in a scientific book	3

G. Monograph books in the form of associate professorship thesis, professorship presentation thesis	25**
I. Gift Book Section	7**
8. EDITORSHIP	
A. Editing in journals within the scope of SCIE, SSCI, ACHI, ESCI and SCOPUS	3
B. Editing a book in BKCI and SCOPUS	2
C. Editorial editorship in a journal in TR index	1
9. PATENT	
A. Registered International patent	20
B. Registered National patent	10
10. CURATING	3
A. International	2
B. National	2
11TH ARCHITECTURAL PROJECT AWARD	
Grade A.	5
B. Honorable Mention	3
12TH CONGRESS/SYMPOSIUM	
In congresses/symposiums scanned in SCIE, SSCI, ACHI, ESCI and SCOPUS databases	
A. President	8
B. Keynote/Plenary Speaker	6
C. Chairperson	4
D. Member/Secretary	3
E. Participation	2
Other International and National congresses/symposiums	
F. President	5
G. Keynote/Plenary Speaker	4
H. Chairperson	3
I. Member/secretary	2
J. Participation	1
13TH WORKSHOP	
International	
A. Regulation	3
B. Participation	2
National	
C. Regulation	2
D. Participation	1
14. SEMINAR/PANEL/DISCUSSION/COURSE/COMPETITION/COMMUNITY SERVICE PRACTICES	
A. National or international seminar/panel/discussion/course/competition/community service applications	2
B. Seminar/panel/discussion/course/competition/community service practices conducted at the university	1
C. Seminar/panel/discussion course/competition/community service practices outside the university	1
15. AWARD	
A. YÖK Awards (Doctoral thesis of the year award or Outstanding Achievement Award)	25
B. TÜBİTAK Awards (Science Award or Incentive Award)	25
C. TUBA GEBIP award	5
D. TÜBA TESEP Award	3
E. Scientific and artistic awards from other international organizations	4
F. Scientific and artistic awards from other national organizations	2
16. GRADUATE THESIS SUPERVISION	
Doctorate, specialization in medicine, dentistry, pharmacy and veterinary medicine	
A. Completed	10/DS

B. Under management	4/DS
Master's Degree	
C. Completed	5/DS
D. Under management	2/DS
17. MEMBERSHIP	
A. Membership to Scientific/Professional Organizations	2
B. Science Committee Membership	2
18. JURY	
International	
A. Scientific/Professional Jury Presidency	3
B. Scientific/Professional Jury Membership	2
National	
C. Chairmanship of Scientific/Professional Jury	2
D. Scientific/Professional Jury Membership	1
19. REFEREEING	
A. Journals indexed in Web of Science or Scopus databases refereeing	4
B. Refereeing in journals indexed in field indexes	3
C. Other Refereeing in internationally reviewed journals	2
D. Refereeing in journals indexed in Ulakbimde	1
20. ADMINISTRATIVE OFFICE (For each year and maximum 3 years in total)	
A. Chairman of the Board of Trustees	25
B. Member of the Board of Trustees/Vice Director	20
C. Dean/Institute Director/Head Physician	15
D. Secretary General	12
E. University Coordinator (Open, Joint, Elective Courses, BAP, Center of Excellence)	10
F. College/Vocational School/School Director	10
G. Assistant Dean / Deputy Director of the Institute	5
H. School/Vocational School/Assistant School Principal	4
I. Head of Department/Division (TIP)	5
J. Deputy Head of Department/Division (TIP)	2
K. Head of Research Center	3
L. Term Coordinator (TIP)	3
M. Assistant Term Coordinator (TIP)	2
N. Chairperson or Coordinator of Other Commissions, Boards and Committees (TIP)	2
O. Coordinator	2
21. EDUCATION	
A. To have taught undergraduate/graduate courses in four different semesters in semester programs.	1
B. To have taught undergraduate/graduate courses in two different years in annual programs.	1
TOTAL	

YS = Number of Authors

DS = Number of Consultants

*** The DOI number or the final acceptance document (a document indicating the volume and issue of the work to be published) must be scanned on the date of issue.**

**** For Law Core Area**

SCORE TABLE FOR WORKS WITH ONE OR MORE AUTHORS

Number of Authors in the Work	First Author %	2. Author %	3. Author %	4. Author %	5. Author %
Single Author	100				
2 Authors	80	80			
3 Authors	75	60	50		
4 Authors	70	60	50	40	
5 Authors	60	50	40	30	20
6 and above	Same as with FiveWriter				

EXPLANATIONS

1-Publication must be in indexed journals related to the candidate's field of application;

- a. Printed,
- b. Electronically published
- c. It should be a research article, review, "short communication=brief communication", case report, technical note, letter to the editor, letter to the editor, congress abstract/full text, book review, which has received DOI for publication and whose full text has been published electronically.

2- Main Author ;

- a. Name in single-author article
- b. The first ranked author among the authors of the article
- c. The author and advisor(s) of the thesis in publications produced from graduate theses (it must be documented that it is a thesis publication).
- d. If the author order is alphabetical, the primary author is determined according to the declaration signed by all authors (Appendix 4).

3- Corresponding Author;

- a- The senior author, who usually provides intellectual input and designs and approves the protocols to be followed in the study
- b- If the corresponding author is not the first author, he/she is awarded an additional 10% of the total score of the work.

4-Book/Book Section;

- a. The book must be related to the field of basic science/art to which the candidate applies.
- b. Encyclopedia chapters/articles are considered as book chapters.
- c. Points can only be awarded for authorship/translation of two chapters in the same book.
- d. If the author of the book chapter is the same person as the editor, only one chapter author can be awarded points in addition to the editorial points.
- e. The "Sense Ranking of Academic Publishers" classification in the year the book was published is valid.

5- Atif

- a. The maximum score under this heading is 20 points.
- a. Citations and cross-citations of the candidate's own publications are not evaluated.
- b. The citation score is calculated as indicated in the table.
- c. The candidate must document the citations scored
- d. Each publication receives one citation score, regardless of the number of times it is cited in the place of publication.
- d. For assistant professorship; citations to all publications of the candidate are evaluated. For associate professorship, all publications of the candidate; citations made after obtaining the doctorate degree and specialization degree in medicine, dentistry, pharmacy and veterinary medicine are evaluated. For professorship; all publications of the candidate, citations made after the date of receiving the title of associate professor are evaluated.

6-Managed and Completed Graduate Thesis

In case of more than one advisor, the "main author points" are shared.

7-Projects

Projects are considered "completed" only if there is an acceptance letter stating that they have been successfully

completed.

8- Patent

Patents that have been registered by international or national patent organizations; that have a research report indicating that the invention is new and contains an inventive step; that have been implemented in industry or commercialized are accepted. The patent score is divided by the number of right holders.

9- Impact Factor (IF) (Impact Factor);

For articles published in journals within the scope of SCIE, SSCI, AHCI and ESCI, the effect of the "Impact Factor" on the score is as follows;

$$\text{Net Score} = \text{Score indicated in the table} + (2 \times \text{Impact factor})$$

The Impact factor of the specified journal on the date of publication of the article is taken as the basis for scoring.

10- Multicenter and/or Multinational Studies;

a- Studies conducted in four or more centers are considered multicenter and multinational studies.

b- In multi-center studies, works published in journals with an Impact factor (IF) of 5 and above are evaluated.

c- In different multi-center / different multi-disciplinary studies (article authorship, book / book chapter authorship or book / book chapter translation, joint scientific studies and citations such as awards and patents), the score specified in the table is accepted separately for each center / discipline and divided as in the sample calculations below. Different centers / different disciplines are different faculties, different departments of different universities or different faculties of the same university.

d- Different branches of science within the same department are not different centers/different disciplines.

e- The department of the first author in the study is accepted as the main center / discipline, and the points deserved by the authors working in the main center / discipline are calculated as in the sample calculation below.

f- Disciplines other than the first author's department are considered as secondary centers/disciplines. In the calculation of the points deserved by the authors working in the secondary center / discipline, the score of the first author of the study is taken as the basis and this score is divided equally among the authors working in each secondary center / discipline. g- If there is only one author in the secondary center / discipline, this author receives 80% of the score received by the first author of the study.

h- For international collaborative publications, the candidate receives the same score as the first author.

Sample Calculation in Multicenter Studies

EXAMPLE:1

1. A. AHCI, SCI Expanded, SCI and SSCI indexed article indexed in Web of Science;

A center (Main center / discipline) : 15 points

First name in center A: $15 \times 80\% = 12$ points

Second name in center A: $15 \times 40\% = 6$ points

Center B (Secondary center / discipline) : 12 points [Points awarded to the first author of the study]

Each of the authors : $(12 \times 80\%) \div 3 = 3.2$ points

C center (secondary center/discipline) : 12 points [Points awarded to the first author of the study]

Authors each : $(12 \times 80\%) \div 3 = 3.2$ points

*If there is a single author in the secondary center(s), $9 \times 80\% = 7.2$ points (80% of the points received by the first author of the study)

*Impact Factor (IF) is added to the scores indicated in the table (**see explanations, item 9**).

ANNEX 2. MINIMUM CONDITIONS

1. BASIC EDUCATION SCIENCES AND TEACHER TRAINING AREA MINIMUM CONDITIONS

Minimum Requirements for Promotion and Appointment as Assistant Professor

CONDITION	SCORE
A total of at least 5 points within the scope of 1, 2 or 3, provided that there are at least 5 points within the scope of 1A, 1B and 1C A minimum of 10 points is mandatory under 1A.	15
TOTAL	15

Minimum Requirements for Promotion and Appointment as Associate Professor

CONDITION	SCORE
30 points within the scope of 1A, 1B and 1C A total of 30 points published after becoming an Assistant Professor, provided that he/she is the lead author* in one of the articles. A minimum of 10 points is mandatory under 1A.	40
Total for other activities	40
TOTAL	80
<p>Those who apply directly for associate professorship after obtaining the title of doctor of science must meet the points prescribed for Assistant Professor in addition to 80 points.</p> <p>In applications for promotion to Associate Professor, it is compulsory to have published at least 1 (one) article in Q1, Q2 and Q3 journals after obtaining the title of Doctor of Science.</p>	

Minimum Requirements for Promotion and Appointment to Professorship

CONDITION	SCORE
40 points within the scope of 1A, 1B and 1C A total of 40 points published after becoming an associate professor, provided that he/she is the lead author* in one of the articles. A minimum of 10 points is mandatory under 1A.	80
Total for other activities	80
TOTAL	160

INTERNATIONAL FIELD INDEXES IN THE BASIC FIELD OF EDUCATIONAL SCIENCES AND TEACHER TRAINING:

1. ISI Master Journal List- Thomson Reuters Web of knowledge (aka ISI Web of Knowledge) Database
2. Australian Education Index

[http:// www.acer.edu.au/library/ catalogues/aei.html](http://www.acer.edu.au/library/catalogues/aei.html)

3. British Education Index

<http://www.leeds.ac.uk/bei/bei.htm>

4. Journals Indexed in Eric

<http://www.eric.ed.gov>

5. Education Index (EI)

<http://www.hwwilson.com/>

2. SCIENCE MATHEMATICS BASIC FIELD MINIMUM REQUIREMENTS

Minimum Requirements for Promotion and Appointment as Assistant Professor

CONDITION	SCORE
A total of at least 5 points within the scope of 1, 2 or 3, provided that there are at least 5 points within the scope of 1A, 1B and 1C A minimum of 10 points is mandatory under 1A.	15
TOTAL	15

Minimum Requirements for Promotion and Appointment as Associate Professor

CONDITION	SCORE
30 points within the scope of 1A, 1B and 1C A total of 30 points published after becoming an Assistant Professor, provided that he/she is the lead author* in one of the articles. A minimum of 10 points is mandatory under 1A.	40
Total for other activities	40
TOTAL	80
Those who apply directly for associate professorship after obtaining the title of doctor of science must meet the points stipulated for Assistant Professor in addition to 80 points.	
In applications for promotion to Associate Professor, it is compulsory to have published at least 1 (one) article in Q1, Q2 and Q3 journals after obtaining the title of Doctor of Science.	

Minimum Requirements for Promotion and Appointment to Professorship

CONDITION	SCORE
50 points within the scope of 1A, 1B and 1C A total of 50 points published after becoming an associate professor, provided that he/she is the lead author* in one of his/her articles. A minimum of 10 points is mandatory under 1A.	80
Total for other activities	80
TOTAL	160

3. ENGINEERING BASIC FIELD MINIMUM REQUIREMENTS

Minimum Requirements for Promotion and Appointment as Assistant Professor

CONDITION	SCORE
A total of at least 5 points within the scope of 1, 2 or 3, provided that there are at least 5 points within the scope of 1A, 1B and 1C A minimum of 10 points is mandatory under 1A.	15
TOTAL	15

Minimum Requirements for Promotion and Appointment as Associate Professor

CONDITION	SCORE
30 points within the scope of 1A, 1B and 1C A total of 30 points published after becoming an Assistant Professor, provided that he/she is the lead author* in one of the articles. A minimum of 10 points is mandatory under 1A.	40
Total for other activities	40
TOTAL	80
Those who apply directly for associate professorship after obtaining the title of doctor of science must meet the points stipulated for Assistant Professor in addition to 80 points.	
In applications for promotion to Associate Professor, it is compulsory to have published at least 1 (one) article in Q1, Q2 and Q3 journals after obtaining the title of Doctor of Science.	

Minimum Requirements for Promotion and Appointment to Professorship

CONDITION	SCORE
50 points within the scope of 1A, 1B and 1C A total of 50 points published after becoming an associate professor, provided that he/she is the lead author* in one of his/her articles. A minimum of 10 points is mandatory under 1A.	80
Total for other activities	80
TOTAL	160

4. HEALTH SCIENCES BASIC FIELD MINIMUM REQUIREMENTS

Minimum Requirements for Promotion and Appointment as Assistant Professor

CONDITION	SCORE
A total of at least 5 points within the scope of 1, 2 or 3, provided that there are at least 5 points within the scope of 1A, 1B and 1C A minimum of 10 points is mandatory under 1A.	15
TOTAL	15

Minimum Requirements for Promotion and Appointment as Associate Professor

CONDITION	SCORE
40 points within the scope of 1A, 1B and 1C A total of 40 points published after becoming an Assistant Professor, provided that two of the articles are the lead author*. A minimum of 10 points is mandatory under 1A.	50
Total for other activities	30
TOTAL	80
<p>Those who apply directly for associate professorship after obtaining a PhD or the title of specialist in Medicine, Dentistry, Veterinary Medicine and Pharmacy must meet the points prescribed for Assistant Professor in addition to 80 points.</p> <p>In applications for promotion to associate professor, it is compulsory to have published at least 1 (one) article in Q1, Q2 and Q3 journals after obtaining the title of doctorate or specialist.</p>	

Minimum Requirements for Promotion and Appointment to Professorship

CONDITION	SCORE
50 points within the scope of 1A, 1B and 1C A total of 50 points for articles published after becoming an associate professor, provided that two of the articles have a lead author*. A minimum of 10 points is mandatory under 1A.	90
Total for other activities	70
TOTAL	160

INTERNATIONAL FIELD INDEXES IN THE BASIC FIELD OF HEALTH SCIENCES:

1. ISI Master Journal List- Thomson Reuters Web of knowledge (aka ISI Web of Knowledge) Database
2. IM : Index Medicus
3. DI Dental Index
4. EI: Engineering Index
5. CMCI: CompuMath Citation Index

5. SOCIAL, ADMINISTRATIVE AND HUMANITIES BASIC FIELD MINIMUM REQUIREMENTS

5.1. Departments of Economics, Marketing, Accounting, Organization, Finance, Tourism, Public Administration, Political Science, Social Policy, International Relations, European Union

Minimum Requirements for Promotion and Appointment as Assistant Professor

CONDITION	SCORE
A total of at least 5 points within the scope of 1, 2 or 3, provided that there are at least 5 points within the scope of 1A and 1B A minimum of 10 points is mandatory under 1A.	15
TOTAL	15

Minimum Requirements for Promotion and Appointment as Associate Professor

CONDITION	SCORE
15 points within the scope of 1A and 1B A total of 15 points published after becoming an Assistant Professor, provided that he/she is the lead author* in one of his/her articles. A minimum of 10 points is mandatory under 1A.	25
Total for other activities	35
TOTAL	60
Those who apply directly for associate professorship after obtaining the title of doctor of science must meet the points stipulated for Assistant Professor in addition to 80 points.	
In applications for promotion to Associate Professor, it is compulsory to have published at least 1 (one) article in Q1, Q2 and Q3 journals after obtaining the title of Doctor of Science.	

Minimum Requirements for Promotion and Appointment to Professorship

CONDITION	SCORE
30 points within the scope of 1A and 1B A total of 30 points published after becoming an associate professor, provided that he/she is the lead author* in one of the articles. A minimum of 10 points is mandatory under 1A.	40
Total under 1A, 2A, 2B, 2C, 3A or 3B	30
Total for other activities	50
TOTAL	120

5.2. Philosophy, Anthropology, Archaeology, History, Art History, Social Psychology, Clinical Psychology, Applied Psychology, Developmental Psychology, Sociology

Minimum Requirements for Promotion and Appointment as Assistant Professor

CONDITION	SCORE
A total of at least 5 points within the scope of 1, 2 or 3, provided that there are at least 5 points within the scope of 1A and 1B A minimum of 10 points is mandatory under 1A.	15
TOTAL	15

Minimum Requirements for Promotion and Appointment as Associate Professor

CONDITION	SCORE
15 points within the scope of 1A and 1B A total of 15 points published after becoming an Assistant Professor, provided that he/she is the lead author* in one of his/her articles. A minimum of 10 points is mandatory under 1A.	20
Total for other activities	50
TOTAL	70
<p>Those who apply directly for associate professorship after obtaining the title of doctor of science must meet the points stipulated for Assistant Professor in addition to 80 points.</p> <p>In applications for promotion to Associate Professor, it is compulsory to have published at least 1 (one) article in Q1, Q2 and Q3 journals after obtaining the title of Doctor of Science.</p>	

Minimum Requirements for Promotion and Appointment to Professorship

CONDITION	SCORE
30 points within the scope of 1A and 1B A total of 30 points published after becoming an associate professor, provided that he/she is the lead author* in one of the articles. A minimum of 10 points is mandatory under 1A.	40
Total for other activities	100
TOTAL	140

5.3. Departments of Linguistics and Applied Linguistics

Minimum Requirements for Promotion and Appointment as Assistant Professor

CONDITION	SCORE
A total of at least 5 points within the scope of 1, 2 or 3, provided that there are at least 5 points within the scope of 1A and 1B A minimum of 10 points is mandatory under 1A.	15
Total for other activities	5
TOTAL	20

Minimum Requirements for Promotion and Appointment as Associate Professor

CONDITION	SCORE
20 points within the scope of 1A and 1B A total of 20 points published after becoming an Assistant Professor, provided that he/she is the lead author* in one of his/her articles. A minimum of 10 points is mandatory under 1A.	30
Total for other activities	40
TOTAL	70
<p>Those who apply directly for associate professorship after obtaining the title of doctor of science must meet the points stipulated for Assistant Professor in addition to 80 points.</p> <p>In applications for promotion to Associate Professor, it is compulsory to have published at least 1 (one) article in Q1, Q2 and Q3 journals after obtaining the title of Doctor of Science.</p>	

Minimum Requirements for Promotion and Appointment to Professorship

CONDITION	SCORE
30 points within the scope of 1A and 1B A total of 30 points published after becoming an associate professor, provided that he/she is the lead author* in one of the articles. A minimum of 10 points is mandatory under 1A.	40
Total for other activities	100
TOTAL	140

6. PHYLOLOGY BASIC FIELD MINIMUM REQUIREMENTS

Minimum Requirements for Promotion and Appointment as Assistant Professor

CONDITION	SCORE
A total of at least 5 points within the scope of 1, 2 or 3, provided that there are at least 5 points within the scope of 1A and 1B A minimum of 10 points is mandatory under 1A.	15
TOTAL	15

Minimum Requirements for Promotion and Appointment as Associate Professor

CONDITION	SCORE
10 points within the scope of 1A and 1B A total of 10 points published after becoming an Assistant Professor, provided that he/she is the main author* in one of his/her articles. A minimum of 10 points is mandatory under 1A.	15
Total for other activities	30
TOTAL	60
Those who apply directly for associate professorship after obtaining the title of doctor of science must meet the points stipulated for Assistant Professor in addition to 80 points.	
In applications for promotion to Associate Professor, it is compulsory to have published at least 1 (one) article in Q1, Q2 and Q3 journals after obtaining the title of Doctor of Science.	

Minimum Requirements for Promotion and Appointment to Professorship

CONDITION	SCORE
20 points within the scope of 1A and 1B A total of 20 points published after becoming an associate professor, provided that he/she is the lead author* in one of his/her articles. A minimum of 10 points is mandatory under 1A.	30
Total for other activities	90
TOTAL	120

INTERNATIONAL FIELD INDEXES FOR THE BASIC FIELD OF PHYLOLOGY:

1. ISI Master Journal List - Thomson Reuters Web of Knowledge (aka ISI Web of Knowledge) Database
2. Australian Education Index
<http://www.acer.edu.au/library/catalogues/aei.html>
3. British Education Index
<http://www.leeds.ac.uk/bei/bei.htm>
4. Journals Indexed in Eric
<http://www.eric.ed.gov>
5. Education Index/EI
<http://www.hwwilson.com/>

7. MINIMUM REQUIREMENTS FOR THE BASIC FIELD OF ARCHITECTURE

Minimum Requirements for Promotion and Appointment as Assistant Professor

CONDITION	SCORE
A total of at least 5 points within the scope of 1, 2 or 3, provided that there are at least 5 points within the scope of 1A and 1B	15
TOTAL	15

Minimum Requirements for Promotion and Appointment as Associate Professor

CONDITION	SCORE
15 points within the scope of 1A, 1B and 1C A total of 15 points published after becoming an Assistant Professor, provided that he/she is the lead author* in one of his/her articles. A minimum of 10 points is mandatory under 1A.	20
Total for other activities	50
TOTAL	70
<p>Those who apply directly for associate professorship after obtaining the title of doctor of science must meet the points stipulated for Assistant Professor in addition to 80 points.</p> <p>In applications for promotion to Associate Professor, it is compulsory to have published at least 1 (one) article in Q1, Q2 and Q3 journals after obtaining the title of Doctor of Science.</p>	

Minimum Requirements for Promotion and Appointment to Professorship

CONDITION	SCORE
20 points within the scope of 1A and 1B A total of 20 points published after becoming an associate professor, provided that he/she is the lead author* in one of his/her articles. A minimum of 10 points is mandatory under 1A.	30
Total for other activities	90
TOTAL	120

ARCHITECTURE, PLANNING, DESIGN BASIC FIELD/FIELD INDEXES:

- International Construction Database (ICONDA)
- ISI Master Journal List-Thomson Reuters
- Ergonomics Abstracts (EA)
- Geobase
- Sociological Abstracts
- EBSCO Host Art & Architecture Complete

➤ Leisure Recreation and Tourism Abstracts

➤ Genamics

8. MINIMUM REQUIREMENTS FOR THE BASIC AREA OF LAW

Minimum Requirements for Promotion and Appointment as Assistant Professor

CONDITION	SCORE
A total of at least 5 points within the scope of 1A,B,C and 2A	5
Total for other activities	10
TOTAL	15

Minimum Requirements for Promotion and Appointment as Associate Professor

CONDITION	SCORE
10 points within the scope of 1A,B,C and 2A A total of 10 points published after becoming an Assistant Professor, provided that he/she is the main author* in one of his/her articles.	15
Total under 7	25
Total for other activities	35
TOTAL	75
<p>Those who apply directly for associate professorship after obtaining the title of doctor of science must meet the points stipulated for Assistant Professor in addition to 80 points.</p> <p>In applications for promotion to Associate Professor, it is compulsory to have published at least 1 (one) article in Q1, Q2 and Q3 journals after obtaining the title of Doctor of Science.</p>	

Minimum Requirements for Promotion and Appointment to Professorship

CONDITION	SCORE
20 points within the scope of 1A,B,C and 2A (maximum 20% of the total points) To be the main author* of one of the articles published after becoming an associate professor provided that the total	30
Total under 7	50
Total for other activities	40
TOTAL	120

Appendix 3

UNIVERSITY OF GUIRNE PROMOTION AND APPOINTMENT APPLICATION FORM

I. PERSONAL INFORMATION

Name Surname	
Date of Birth	
Graduated from university	
The university where he is currently working, faculty and department	

II. ACADEMIC DEGREES

Doctorate, Specialization in Medicine, Dentistry, Pharmacy and Veterinary Medicine, Proficiency in Art (University, thesis title and year)
Assistant Professor (Date of appointment and university)
Associate Professor (Date of appointment and university)

III. PUBLICATIONS AND ACADEMIC ACTIVITIES

EVENT	REALIZED and PRESENTED
1. INTERNATIONAL ARTICLE	
A. Article published in a journal in SCIE or SSCI	
B. Article published in an ACHI journal	
C. Article published in a journal in ESCI or Scopus	
D. Article published in a journal indexed in other international indexes	
E. Letter to the editor, research note, case report, abstract or book review published in journals within the scope of A, B, C and D	
2. NATIONAL ARTICLE	
A. Article published in journals covered by TR index	
B. Articles published in University of Kyrenia Journals	
C. Articles published in other refereed journals	

D. Letter to the editor, research note, case report, abstract or book review published in University of Kyrenia Journals	
E. Letter to the editor, research note, case report, abstract or book review published in other refereed journals	
3. PRESENTATION	
A. Full text / abstract presented at an international scientific meeting and published in CPCI in print / electronically	
B. Full text/abstract of a paper presented at other international and national scientific meetings and published in print/electronic format	
4. ATTRIBUTION	
A. Citation in SCIE, SSCI, ACHI, ESCI and SCOPUS	
B. Citation in a book within the scope of BKCI	
C. Citation in a journal in TR index	
D. Citation in other international or national books or journals	
5. PROJECT	
A. Successfully completed EU framework program / TUBITAK scientific research project	
Being a Coordinator/Executive	
Being a researcher	
Becoming a counselor	
B. To be an Executor/Researcher/Consultant in a successfully completed international supported scientific research project	
E. To be an Executive / Researcher / Consultant in a successfully completed R&D, P&D based scientific research project with public institutions / private organizations other than universities	
F. Successfully completed projects of universities within the scope of BAP	
Being a Coordinator/Executive	
Being a researcher	
Becoming a counselor	
* Cooperation with other universities in the project	
6. POSTER	
A. Presented at conferences indexed in SCIE, SSCI, ACHI, ESCI and SCOPUS databases	
B. Presented at other international conferences	
C. Presented at national conferences	
7. BOOK (Scientific, Professional and Textbook)	
A. Book authorship within BKCI	

B. Authorship of a chapter in a book within the scope of BKCI	
C. Other international/national book authorship	
D. Authorship of chapters in other international/national books	
E. Scientific Book Translation	
F. Translating a chapter in a scientific book	
G. Monograph books in the form of associate professorship thesis, professorship presentation thesis	
I. Gift Book Section	
8. EDITORSHIP	
A. Editing in journals within the scope of SCIE, SSCI, ACHI, ESCI and SCOPUS	
B. Editing a book in BKCI and SCOPUS	
C. Editorial editorship in a journal in TR index	
9. PATENT	
A. Registered International patent	
B. Registered National patent	
10. CURATING	
A. International	
B. National	
11TH ARCHITECTURAL PROJECT AWARD	
Grade A.	
B. Honorable Mention	

12TH CONGRESS/SYMPOSIUM*	
In congresses/symposiums scanned in SCIE, SSCI, ACHI, ESCI and SCOPUS databases	
A. President	
B. Keynote/Plenary Speaker	
C. Chairperson	
D. Member/Secretary	
E. Participation	
Other International and National congresses/symposiums	
F. President	
G. Keynote/Plenary Speaker	
H. Chairperson	
I. Member/secretary	
J. Participation	
* If the congress has a publication scanned in Web of Science or Scopus databases	
13TH WORKSHOP	
International	
A. Regulation	
B. Participation	
National	
C. Regulation	
D. Participation	
14. SEMINAR/PANEL/DISCUSSION/COURSE/COMPETITION/COMMUNITY SERVICE PRACTICES	
A. National or international seminar/panel/discussion/course/competition/community service practices	
B. Seminar/panel/discussion course/competition/community service applications	
15. AWARD	
A. YÖK Awards (Doctoral thesis of the year award or Outstanding Achievement Award)	
B. TÜBİTAK Awards (Science Award or Incentive Award)	
C. TUBA GEBİP award	
D. TUBA TESEP Award	
E. Scientific and artistic awards from other international organizations	
F. Scientific and artistic awards from other national organizations	
16. GRADUATE THESIS SUPERVISION	
Doctorate, specialization in medicine, dentistry, pharmacy and veterinary medicine	
A. Completed	
B. Under management	
Master's Degree	
C. Completed	
D. Under management	

17. MEMBERSHIP	
A. Scientific / Professional Organizations	
B. Scientific Committee	
18. JURY MEMBERSHIP	
International	
A. Scientific/Professional Jury Presidency	
B. Scientific/Professional Jury Membership	
National	
C. Chairmanship of Scientific/Professional Jury	
D. Scientific/Professional Jury Membership	
19. REFEREEING	
A. Web of Science or Scopus data Refereeing in journals indexed in databases	
B. Refereeing in journals indexed in field indexes	
C. Other Internationally reviewed refereeing in journals	
D. Refereeing in journals indexed in Ulakbimde	
20. ADMINISTRATIVE DUTY	
A. Chairman of the Board of Trustees	
B. Member of the Board of Trustees/Rector Assistant	
C. Dean / Institute Director / Chief Physician	
D. University Coordinator (Open, Joint, Elective Courses, BAP, Center of Excellence)	
E. College/Vocational School/ School Principal	
F. Assistant Dean/ Institute Director Assistant	
G. Deputy Director of College/Vocational School/School	
H. Head of Department/Division	
I. Deputy Head of Department/Division	
J. Head of Research Center	
K. Coordinator (Medicine)	
L. Coordinator	
21ST EDUCATION	
A. To have taught undergraduate/graduate courses in four different semesters in semester programs.	
B. To have taught undergraduate/graduate courses in two different years in annual programs.	
TOTAL	

Appendix 4

DECLARATION

(For authors other than the lead author)

Open information of the study with alphabetical author order (year of publication / title of the study / journal (book) name / volume / number / page / DOI (ISBN/ISSN number)):

.....
.....
.....

I hereby declare that the primary author of the above-mentioned study is ; that I have not previously and will not hereafter make a declaration that I am the primary author of this study in any tenure application at the University of Kyrenia or during applications at other institutions; and that in the event that a duplicate declaration of primary authorship is detected, I agree that the study in question will be excluded from the evaluation of the University of Kyrenia faculty member promotion and appointment.

Title Name Surname:

Faculty; High School, Vocational School:

History:

Signature: