



UNIVERSITY OF KYRENIA

SCHOOL OF FOREIGN LANGUAGES

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The School of Foreign Languages consists of three separate components.

The Undergraduate English Unit, the Modern Languages Centre and the Academic Writing Support Centre work independently towards providing students of all faculties and vocational schools with the language skills required to study effectively in an academic environment.

Undergraduate English Unit

This Unit offers a selection of compulsory and elective English language courses and aims to teach the skills necessary for the successful completion of an undergraduate degree.

The courses are designed to help students with a broad range of competencies progress from basic English to more advanced proficiency in English, enabling them to communicate confidently and effectively in a classroom setting.

Courses Offered by the Undergraduate Unit

Course Code	Name	Department	Faculty	Credits	ECTS	Year	Semester
ENG 101	English I	All Departments	All Faculties	3	5	1	1
ENG 102	English II	All Departments	All Faculties	3	5	1	2
ENG 201	Academic Reading and Writing Skills	All Departments	All Faculties	3	5	2	3
ENG 205	Academic Communication Skills	All Departments	All Faculties	3	5	2	4
ENG 111	Aviation English I	Department of Professional Flight	Faculty of Aviation and Space Sciences	3	5	1	1
ENG 112	Aviation English II	Department of Professional Flight	Faculty of Aviation and Space Sciences	3	5	1	2

Course Code	Name	Department	Faculty	Credits	ECTS	Year	Semester
ENG 211	Aviation English III	Department of Professional Flight	Faculty of Aviation and Space Sciences	3	5	2	3
ENG 212	Aviation English IV	Department of Professional Flight	Faculty of Aviation and Space Sciences	3	5	2	4
ENG 121	English For Tourism I	Tourism and Hospitality Management	Faculty of Economics and Administrative Sciences	3	5	1	1
ENG 122	English For Tourism II	Tourism and Hospitality Management	Faculty of Economics and Administrative Sciences	3	5	1	2
ENG 221	English For Tourism III	Tourism and Hospitality Management	Faculty of Economics and Administrative Sciences	3	5	2	3
ENG 222	English For Tourism IV	Tourism and Hospitality Management	Faculty of Economics and Administrative Sciences	3	5	2	4

Modern Languages Centre

The primary aim of this centre is to make a selection of foreign language accessible and enjoyable for the students at the University of Kyrenia. The Modern Languages Centre offers the students the opportunity to gain a high level of proficiency in written and spoken German, French and Greek. Recognizing the importance of modern languages in developing multicultural awareness, the centre promotes and encourages the learning of languages for academic, personal and professional purposes through an intensive language programme.

Academic Writing Centre

The Academic Writing Centre aims to help students develop a writing style which is lucid, concise, structured and backed up by evidence-based reasoning. The Academic Reading and Writing Skills courses are offered within the framework of the Undergraduate English Unit and are supported through seminars and workshops to further familiarize students with the conventions and genres of academic writing. Participants are instructed in defining the breadth of the research subject, constructing logical arguments, collecting, interpreting and reporting data to using correct terminology, and appropriate citation. Students also receive detailed feedback on their writing samples and are taught to cast a critical eye over the quality of their own writing.

Office Hours for the Academic Writing Centre

Assist. Prof. Dr. Asliye Dağman	Monday	15.30-16.30
Burhan Gürtunca	Tuesday	10.30-11.30
Tülin Çağatan	Wednesday	12.30-13.30
Assist. Prof. Dr. Asliye Dağman	Thursday	15.30-16.30
Tülin Çağatan	Friday	14.30-15.30

University of Kyrenia
Faculty of Education
Department of English Language Teaching

Examination Code of Conduct
Individual examination timetables are accessed via the website of the department. Students are asked to check their online timetable regularly for the most up-to-date information. Students must be in the exam room at least 10 minutes before the designated start time. Students arriving more than 30 minutes late will not be permitted to sit for the examination. Students arriving within the first 30 minutes of an examination will not receive any additional time to complete the exam. Students are not allowed to leave the venue within the first and last 30 minutes of the examination. Once any examinee has left the room, no further latecomers will be admitted to the exam. Students will not be permitted to return once they leave the room unless they have been accompanied by an Invigilator.
What students should bring to the examination
Students are obliged to provide valid proof of identification and registration such as a student ID card, a valid driver's license, passport prior to the exam. If a student cannot produce valid proof of ID, or if the invigilator has reasonable doubts regarding the student's identity, the student will be asked to sign the exam attendance form to acknowledge that s/he is only permitted to take the exam on the condition that: a valid proof of ID will be presented to the examiner as soon as possible once the examination is completed. The student's exam will not be assessed until his/her identity has been verified.
Students may only bring a small clear bottle of water to the examination. Students must ensure they have the appropriate stationery for each examination. The University is not responsible for the provision of pens, pencils, rulers etc. Stationery must be in a clear pencil case or bag. The University does not supply calculators for examinations. Students must bring their own calculator to the examination, where its use is permitted. Calculators that incorporate an alphabetic input are not permitted. You may not use your mobile phone as a calculator. Calculators must not be pre-programmed and the memory must be clear. Sharing of calculators is not permitted.
What students should NOT bring to the examination
Students are not permitted to bring any course materials and/or equipment unless approved by the lecturer prior to the exam. Students may be allowed to refer to text books, only where instructions in the examination paper allow it. Any books will be checked prior to the examination for unauthorised materials or notes.
The use of mobile phones, smart watches or any other electronic devices is not permitted. If brought to the classroom these must be switched OFF for the duration

of the examination. Personal items, including books and bags must be left in the area designated by the Invigilator.
The use of dictionaries is prohibited in examinations. Bilingual dictionaries may only be allowed in translation examinations where the exam paper specifies it.
During the examination
While being seated in the venue, all students must follow the instructions issued by the invigilator. The Invigilator will announce the commencement and completion of the exam. Students should read all instructions at the start of the examination question paper thoroughly before commencing work.
Students are only permitted to communicate with the Invigilator, only if absolutely necessary, and by means of raising their hand.
If students wish to leave the examination before the specified finish time, they must raise their hand and wait until the Invigilator has collected their exam paper.
Examination misconduct and irregularities
Academic misconduct in examinations includes but is not limited to the following: <ul style="list-style-type: none"> • All verbal, non-verbal and electronic communication between students • Copying from another student • Introducing any written or printed materials into the examination unless expressly permitted by the Examination Board or programme regulations • Introducing any electronically stored information unless expressly permitted by the Examination Board or programme regulations.
Any action by a student who is in breach of these regulations, whether discovered during the examination or afterwards, will result in disqualification and be subject to disciplinary action. If cases of cheating or misconduct arise, the invigilators will compile report detailing the circumstances.
At the end of the examination
All students must remain in their seats until their papers have been collected and they are formally dismissed by the Invigilator. Students must leave the examination room quietly.

Grading Scheme

Percentage	Letter Grade	Coefficient
90-100	AA	4
85-89	BA	3,5
80-84	BB	3
75-79	CB	2,5
70-74	CC	2
60-69	DC	1,5
50-59	DD	1
49 or below	FF	0

Academic Staff

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