

1. **PURPOSE:** The purpose of this declaration is to define the duties and responsibilities of İstinye University Faculty of Medicine Preclinical Phase students.
2. **JOB TITLE:** Preclinical Phase Medical Student
3. **WORKPLACE:** İstinye University Faculty of Medicine Dean's Office, İstinye University University Hospitals, and Hospitals Collaborated with İstinye University
4. **JOB SUMMARY:** The purpose is to maintain the continuity of Preclinical Phase education programs at İstinye University Faculty of Medicine in accordance with the faculty's educational objectives and learning goals and to define the duties and responsibilities of students during this process.
5. **JOB REQUIREMENTS:**
  - Being placed in İstinye University Faculty of Medicine unit through the central placement system as a result of Student Selection and Placement Examination (ÖSYS) or Foreign Student Examination (YÖS),
  - Being evaluated and accepted in accordance with the İstinye University Associate and Undergraduate Transfer Principles,
  - Being placed according to the provisions of the Regulation on Transition between Associate and Undergraduate Level Programs, Double Major, Minor, and Inter-Institutional Credit Transfer in Higher Education Institutions, Appendix-1 of the regulation,
  - Being accepted as a special student, being a Preclinical Phase student.
6. **DUTIES AND RESPONSIBILITIES:**
  - 6.1. Preclinical Phase Students' Duties and Responsibilities
    - 6.1.1. Throughout the educational period, they are subject to the provisions of Law No. 2547 on Higher Education, İstinye University Associate and Undergraduate Education-Teaching and Examination Regulation, İstinye University Faculty of Medicine Education-Teaching and Examination Directive, and İstinye University Excuse Implementation Principles.
    - 6.1.2. They know, follow, and comply with the academic calendar and regulations.
    - 6.1.3. In order to benefit from student rights, the student renews their registration within the period specified in the academic calendar each year. A student who does not renew their registration cannot take courses, cannot take exams, and cannot benefit from student rights.
    - 6.1.4. They give maximum importance to punctuality for class hours.
    - 6.1.5. They pay attention to their appearance and personal hygiene in the working environment.

- 6.1.6.** They wear a white coat in laboratories, clinical practices, and places where practice is conducted, and comply with the rules of the place.
- 6.1.7.** On campus, they use wireless network facilities provided in hospitals, canteens, lecture halls, amphitheatres, study halls, and libraries to access communication and information, and do not use them for purposes contrary to the law and general morality.
- 6.1.8.** They carry their student ID cards with them.
- 6.1.9.** They behave respectfully towards university faculty members, Faculty of Medicine staff, and students.
- 6.1.10.** They participate in exams by adhering to exam rules. They submit assignments, reports, etc., on time.
- 6.1.11.** They perceive and protect the university's assets, movable or immovable, as their own property.
- 6.1.12.** While in units outside the Dean's Office for educational, practical, and application purposes, the student is obliged to comply with the rules of the relevant unit.
- 6.1.13.** They do not engage in attitudes and behaviors that would disturb the peace of other students and hinder their studies in common areas such as canteens, dining halls, study halls, shuttles, and libraries, and do not disturb employees in offices.

<b>Document Revision Table</b>		
<b>Rev. No</b>	<b>Rev. Date</b>	<b>Description</b>