**ATTENTION TO ALL STUDENTS OF FACULTY OF ARCHITECTURE**

**GENERAL**

* You may follow all the announcements related to you from the website of the faculty, <http://mimarlik.neu.edu.tr/?lang=en> by clicking to the student button.
* You will find a box at the left bottom side of the same page titled “ASK TO FACULTY”. You may ask any question in your mind to this box or may write your problem. Please write your problems to this box. We will return in twentyfour hours. If you do not receive any answers then you may contact with your Head of Department or the Dean in office hours. **Without writing about your problem to the box, your request about mentioning your problem verbally will not be taken in consideration.**
* You may follow your transcript from the EINSTEIN NEU system. The program you are responsible from, how many courses you have completed, how many courses left, your CGPA etc. Meanwhile if you request from your advisors you may have a copy of your report that your advisor is preparing to follow you to check the same issues.
* The knowledge about how many courses might be taken in a semestre, what has to be your CGPA related to the semester you are in, how many courses you may register extra in a semester has been determined in the undergraduate regulations. Please read very carefully. <https://neu.edu.tr/administration/regulations/academic-regulations-for-undergraduate-studies/?lang=en>
* The courses you are going to register is under your responsibility as well as your advisors. Please make a graduation plan with your advisor.

**STUDIO COURSES**

* Studio courses are eight courses prerequisite to each other.
* Attendence is a very important issue in those courses. The final product is so important but your progress during the semester is determiner in your final grade.
* Attend to the studio in time. Do not leave the classroom until the studio hours finishes. Listen to your friends designs when the lecturers criticise them. It will contain many clues related to you also.
* There will be no determined midterm date for studio courses. Related to your progress in the desgin process your lecturer will inform you that you are ready for midterm jury. (The conditions to get the right to attend to the midterm jury will be annonced at the beginning of the semester when distrubuting the syllabus). Make up midterm jury dates will be informed by studio lecturers.
* **The final submissions of the students** who has not been participated to the **midterm will not be evaluated.**
* One day projects, presentations and group works during the semester is decisive in your final grade.
* Your participation to the workshops are also decisive in your final grade.