	REGULATIONS FOR THE PROFESSIONAL MASTER IN TURKISH LANGUAGE FOR TEACHER OF SECONDARY EDUCATION HEI “HËNA E PLOTË” BEDËR				
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GENERAL PROVISIONS

Article 1 Scope of Regulation

Regulations of Professional Master in Turkish Language for teaching Turkish for Secondary Education determine the principles of operation of this program.

Article 2 Legal Basis

Regulation of Programs of Study of second cycle of HEI “Hëna e Plotë” Bedër is based on law no. 9741, dated 21.05.2007, "On Higher Education in the Republic of Albania", amended by Law no. 10307, dated 22.07.2010 "On Changes and Additions to the Law No. 9741, dated 21.05.2007," On Higher Education in the Republic of Albania ", the license granted by the Decision of the Council of Ministers no. 286, dated 06.04.2011, "On Licensing of Private Institution of Higher Education" HEI “Hëna e Plotë” Bedër, the Instruction of the Ministry of Education and Science No. 14, dated 03.04.2008 "For the opening and organization of study programs of the second cycle in public institutions of higher education "in the Instruction of the Ministry of Education and Science No. 15, dated 04.04.2008" On the organization of studies at public institutions of higher education "and in Fundamental Statute and Rules of this institution.

CHAPTER 2 CONTENTS OF THE PROGRAM

Section 3 Formative specific objectives of the program


Professional Master's Program in Turkish Language for Teacher of Secondary Education aims to prepare Turkish language teachers of a high level. Students attend courses in pedagogy, human development, and Turkish methodology and also practice teaching and get equipped with the necessary tools to assess numerous scientific studies to use them for the benefit of teaching practice. The program is open to all candidates who have a first degree level in the Turkish language and literature, translation and interpretation in Turkish or similar programs approved by the department.

Employment opportunities include:

Graduates of the Master's program in Turkish Language for Teacher of Secondary Education can perform the following tasks:

- Teachers in the 9-year and secondary schools
- Specialist of Turkish and Ottoman Turkish in the creation of civil societies
- Specialist Turkish and Ottoman Turkish in public and private creations
- Can provide Turkish language in every country of the world
- Specialist in the field of publishing
- Radio and TV Translator
- Writer or editor of newspapers
- Researchers in the state archive
- It can perform tasks in news agencies
- Teaching Turkish language in course center

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Department of Turkish Language and Literature	Quality Assurance Council	Senate/High Council

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Article 4 Studies Organization

Second cycle studies in the Professional Master of Turkish Language for Teacher of Secondary Education takes place in full-time system. The program of studies is carried out with 90 ECTS, in accordance with the curriculum proposed by the Department of Turkish Language and Literature and the decision of the Council of Administration of Faculty adopted with the decision of the Senate of HEI “Hëna e Plotë” Bedër.

Section 5 Language Studies

The study program will be conducted in Turkish.

Article 6 List of disciplines teaching and other educational activities

List of disciplines teaching and other educational activities of the program include the followings:

T - Theoretical Hours

P - Practical Hours


K - Credits under the American System

ECTS - European Credit Transfer System (ECTS)

Professional Master of Turkish Language for Teacher of Secondary Education:

Semester I								
Nr.	Course Code	Subject	Language	Group	Lectures/Seminars	Individual work	Credits	ECTS
1	EDU 401	Introduction to Pedagogy	Turkish	A	64	87	3,5	6
2	EDU 413	Theories of Teaching and Learning	Turkish	B	64	86	3,5	6
3	TDE 415	Turkish Language Teaching	Turkish	B	64	83	3,5	6
4	TDE 401	Techniques and Methods on Scientific Research	Turkish	A	64	86	3,5	6
5		Electives	Turkish	D	0	0	3.00	6
Total					256	342	17	30
Semester I - Elective Courses								
1	TDE 423	Turkish Semantics	Turkish	D	64	84	3.00	6
2	EDU 417	Technology Use and Preparation of Didactic Materials	Turkish	D	64	87	3,5	6

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Semester II								
Nr.	Course Code	Subject	Language	Group	Lectures/Seminars	Individual work	Credits	ECTS
1	EDU 404	Development and Instruction of Curriculum	Turkish	B	64	86	3,5	6
2	TDE 432	Teaching of Literature	Turkish	B	64	86	3,5	6
3	EDU 420	Class Leadership and Management	Turkish	A	64	87	3,5	6
4	EDU 418	Knowledge Control and Evaluation	Turkish	B	64	86	3,5	6
5		Electives	Turkish	D	0	0	3.00	6
Total					256	345	17	30
Semester II - Elective Courses								
1	TDE 424	Foreign Language Teaching Methods	Turkish	B	64	86	3,5	6


Semester III								
Nr.	Course Code	Subject	Language	Group	Lectures/Seminars	Individual work	Credits	ECTS
1	TDE 541	Teaching Practice of Turkish Language	Turkish	B	160	180	5.00	15
2	TDE 550	Thesis	Turkish	F	160	226	10	15
Total					320	406	15	30

General formation: 18 ECTS
 Basic formation: 51 ECTS
 Subjects C: 0 ECTS
 Elective subjects: 12 ECTS
 Micro thesis: 15 ECTS

Article 7 Curricula and specific formative objectives of each educational activity

Curricula offered to students in this program as well as specific formative objectives of each educational activity are found in the text above.

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Article 8

Credits and prohibitive duties on any discipline teaching or other educational activities

Programs of study in the first cycle, which allow admission to the Program of Professional Master of Turkish Language for Teacher of Secondary Education:

Subjects received from the Bachelor program:

a. Without supplementation of basic knowledge before entering the program:

From the same Higher Education Institution	Turkish Language and Literature	Credits to meet
Programs of first cycle which do not require supplementation of formative knowledge from other institutions of higher education		0 Credits

From other Higher Education Institution	Credits to meet
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Programs of first cycle which do not require provision of additional formative knowledge	1. Turkish Language	0 Credits
	2. Teaching in Turkish	0 Credits
	3. Teaching Turkish Language and Literature	0 Credits
	4. Contemporary Turkish dialects	0 Credits


- a. The program does not accept students from areas which do not have close relations with the Turkish Language and Literature.

Article 9

Recognition of credits for previously acquired knowledge

In accordance with the legislation in force, the Scientific Committee may recognize as university qualifications for the Second Cycle Studies in the Program of Professional Master in Turkish Language and Literature up to 30 credits of formative knowledge activities previously earned by the student, which are in accordance with the specific objectives of the program.

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Article 10

Form of study, examinations and other verifications of knowledge acquired by students

The program consists of 11 subjects and diploma thesis, which takes place at the end of the study programs of second cycle. In one academic year there are achieved at least 60 ECTS.

Teaching process consists of lectures and seminars that are provided in an integrated manner, projects / tasks, and other similar works provided in the curriculum.

Assessment of academic lectures / seminars, projects / tasks, and other similar works are made based on measuring unit developed in the auditorium hours. The value of credits of a course is composed of the sum of all weekly hours of theoretical lectures and half the weekly hours of applications, labs, projects and work in the parlor.

The level of success of the student is assessed on the basis of semester/annual exams; end of year exams; Course assignments; presentations; participation and projects. On the proposal of respective program managers and decision of the Scientific Committee, the student is entitled to entering the semifinal exam if he/she has not entered during the year for justifiable reasons documented within 3 days.

Article 11 Attendance

Students in the program have an obligation to follow at least 80% of educational and research activities conducted and developed in the auditorium of theoretical and practical subjects. Students which fail to meet these rates of attendance must retake again those subjects with all relevant obligations.

Filling or not the conditions with regard to participation, is presented by the instructor of the course each month to the coordinator of the program and is checked by the Head of Department.

Article 12 Transfer students

Quotes for transfer students to Professional Master Program in Turkish Language and Literature are defined by the Scientific Committee and approved by the Council of Administration and Faculty, based on the principles established by the Council.

Students transferred to this program are awarded a degree provided that they have completed at least two semesters in HEI “Hëna e Plotë” Bedër.

Students, who have completed a semester in a program of study of second cycle, may apply to the Secretary of Education within the time specified in the academic calendar, to be transferred in the Professional Master Program in Turkish Language and Literature, in accordance with the principles set by the Senate.


The request is reviewed by the Scientific Committee of the program and Council of Administration of Faculty takes a decision.

Article 13 Number of students

The minimum number of students in the Professional Master Program in Turkish Language and Literature is six and maximum is fifty.

To be admitted to the study program of Professional Master in the Turkish Language and Literature every Albanian citizen who applies is required to have completed studies for a Bachelor undergraduate degree with good results. Preferably those students who have completed the cycle of studies Bachelor in Turkish Language and Literature or similarly are given priority. Assessing of the titles is competence of the Department of Turkish Language and Literature and is conducted

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public. It is intended that the high level of professional staff who will be involved in implementing this program, foreign students to conduct research within the Department will be attracted.

**Article 14
Thesis Supervision**

Students attending these study programs have a supervisor for research and thesis to prepare for graduation at the end of this cycle of studies. Supervisor of the thesis has at least the scientific degree "Doctor". The supervisor does not supervise more than ten (10) students simultaneously in offered topics of study programs in the fields of social sciences and humanities. Field studies and research on which supervisor is specialized is in line with the field study which is provided in the study program. The supervisor has advanced theoretical knowledge and specific research skills in the field in which the study program is provided and where thesis is projected.

**Article 15
Monitoring of Professional Practice**

Students attending these studies programs have a leader for professional practice that they must perform to get a diploma on completion of studies of this cycle. The leader / supervisor supervise not more than ten (10) students for professional practice at the same time.

As part of the educational program it is mandatory, developed in semester 3 with duration of 3 months. Professional Masters in Curriculum as full time teaching practice contains 15 credits / 375 hours (individual work, the company and supervisor meetings) with duration of 12 teaching weeks.

**Article 16
Turkish Language Level**

Students of study program in question until graduation take Turkish language examination on the basis of internationally recognized tests. Study programs "Professional Master" and an integrated program of the second cycle, the Turkish language level is B2, according to the European Framework for Languages.

Level of English

Students of study program in question provide up to graduation exam of English on the basis of internationally recognized tests. Study programs "Professional Master" and integrated programs of the second cycle, level of English is B2, according to the European Framework for Languages.

**CHAPTER 3
FINAL PROVISIONS**

**Article 17
Implementation**

This Regulation shall enter into force on the day of its adoption by the Supreme Council of HEI “Hëna e Plotë” Bedër. The implementation of this regulation is provided by the Rector.

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