

INFORMATION ON 2024-2025 SPRING TERM UNDERGRADUATE REGISTRATION

Dear students, the following rules are to be strictly observed for the course registration and teaching period to go smoothly, and to avoid e-mail traffic.

**** If you have questions about/experience a problem during the registration **please contact your academic advisor FIRST**.** Please be patient for the response to come from your advisor. Besides, when you are to e-mail the department administration directly, **your advisor must be cc'ed to your message.**

**** Please show patience about the course quotas.** The registration period covers three days. Please do not email the department administration about this subject (such messages constitute a considerable portion of the mailing traffic). Please contact your advisor/instructor of the course concerned/our department secretaries.

**** In the ADM1122 Introduction to Politics course, all students will first be enrolled in Section 5. The final section lists will be announced to the students on Monday, 17 February and transfers to these sections will be finalised during the add-drop week.**

****Students are allowed to take **only one course** from the 1st and 2nd year restricted elective course pools. Different courses from the same pool will not be approved.**

****For taking the 2nd year restricted elective course "ECON 208 Social and Economic History II", students from our department are required to enroll in the 2nd Section.**

****For taking the 2nd year restricted elective course "IR 206 Introduction to International Relations", students from our department are required to enroll in the 2nd Section.**

****Students who have transferred from English Preparatory Program of METU to our department as of this semester **will not be able to take** the course "ADM1122 Introduction to Politics II" from the 1st year courses.**

**** In line with the University Senate's decision, the language of instruction of the course ADM 2402 Constitutional Law is Turkish. So, if desired, students who are non-Turkish-Citizens can take an extra course from the restricted elective list of the first year and replace it with ADM 2402. This course is a must for students who are Turkish Citizens.**

**** ADM 2402 Constitutional Law course **is not automatically assigned** to the registration system of 1st year students. Students are required to add **manually** ADM 2402 Constitutional Law course.**

****"ADM 1116 - Social and Political History" and "ADM 1324 - History of Civilizations" in the 1st year "Restricted Elective" courses are available for 1st and 2nd year students. However, these courses will only be counted as 1st year "Restricted Elective".**

****Students who took and passed 'IR 206 – Introduction to International Relations' or 'Econ 208 – Social and Economic History II' last year are allowed to count these courses as 2nd year "Restricted Elective" and choose one of the 1st year "Restricted Elective" courses instead. Students who failed these courses are required to select one of the 1st year Restricted Elective courses.**

****“ADM 4486 - Law of Property” course has been available from now on as “Departmental Elective” for 3rd and 4th year students.**

**** ADM 4180 Urban Politics:**

This course can be taken either as a “2nd year restricted elective course”, or as a “departmental elective course” in the 3rd and 4th year. While adding the course, please make sure that you select the proper course category. In addition, for the course registration, the students should code:

- Section 1 is for the 4th year students,
- Section 2 is for the 3rd year students,
- Section 3 is for the 2nd year students.

**** Student lists for the sections of must courses are determined by department administration in advance, and section changes are not allowed except for the cases of “schedule conflict” or “taking the course for a second time”.**

****2nd year students who want to retake ADM1122, ADM 1225 and 3rd year students who want to retake ADM2122, ADM2132, ADM 1326 and ECON102 courses should inform their section change requests to Mert Miraç DüNDAR (mdundar@metu.edu.tr) via e-mail until 10:00 on Friday, February 14, 2025 with their brief explanations. In line with the requests from students under these circumstances:**

- **2nd year students who will retake ADM1122** will be transferred to the 2nd Section of ADM 1122 and to the 2nd Section of ADM 2132.
- **2nd year students who will retake ADM1225** will be transferred to one of the 1st or 2nd Section of ADM 1225, 2nd Section of ADM 2122 and 1st Section of ADM 2132.
- **3rd year students who will retake ADM1326** will be transferred to Section 1 of ADM 3160.
- **3rd year students who will retake ECON102** will be transferred to Section 2 of ADM 3160.

Students who have schedule conflicts other than above-listed circumstances need to apply to the departmental secretariat.

**** For the “departmental elective” courses:**

- Section 1 is defined for the 4th year students;
- Section 2 is defined for the 3rd year students.

Sufficient quotas are allocated to each year, and capacity can be transferred between these sections, if there is still not-filled quota in either of the sections. Other than that, there will not be an overall capacity increase. So, please avoid emailing the instructors (of these courses) or department administration about capacity increases. Please follow the announcements and check the open spaces in those courses patiently until the last day of the registrations.

**** 3rd and 4th year students are not allowed to take xxx100 code courses from social science/humanities departments (such as psychology, sociology, philosophy etc) as free elective courses.**

**** In the same semester, students cannot take two courses from the same instructor.**

**** Students can register the sections fitting their own schedules for the courses ENG 102 and TURK coded ones (for non-TR citizens). Yet, you are encouraged to act quickly for registering to these courses as their capacities are filled quickly. For the capacity and criteria related announcements**

about these courses, you are advised to check the announcements at the Modern Languages website.

** As non-credit history courses are to be delivered in the asynchronized format, any schedule conflict will not be a problem concerning those courses.

Wishing you all success in the new term.
PSPA Department Administration