

NEAR EAST UNIVERSITY
REGULATION ON PROMOTION AND APPOINTMENT TO ACADEMIC RANKS

ARTICLE 1 – Scope

This Regulation sets forth the conditions for promotion and/or appointment of academic staff employed at Near East University to the titles of Assistant Professor, Associate Professor, and Professor, as well as the principles governing the use of academic titles obtained at other universities.

ARTICLE 2 – Basis

This Regulation is based on the “Regulation on Promotion and Appointment to Academic Positions at Higher Education Institutions of the Turkish Republic of Northern Cyprus (TRNC),” issued under Article 20 of the TRNC Higher Education Law No. 65/2005, and on the Near East University Academic Organization and Operations Regulation.

ARTICLE 3 – Promotion and/or Appointment to Assistant Professorship

To apply for the position of Assistant Professor, candidates must have completed a doctorate, obtained the title of medical specialist, or achieved proficiency in one of the art fields determined by the Near East University Board of Directors.

ARTICLE 4 – Additional Academic Requirements for Assistant Professorship

Those who meet the condition stipulated in Article 2 of this Regulation must have completed a “training of trainers” program organized by universities or must have successfully completed the course GCC/LOD 602 “Education for Learning” with at least a grade of B.

Candidates who have been employed at Near East University for more than one year must have published at least one (1) article in a journal indexed in WoS or Scopus (candidates applying under the basic field of law may submit an article published in a journal indexed in TR Dizin). Candidates who have been employed at Near East University for less than one year must have published at least one (1) article under the name of a different institution.

ARTICLE 5 – Foreign Language Requirements for Assistant Professorship

To be promoted and/or appointed to the position of Assistant Professor, candidates must:

- Obtain at least 60 points from YDS (Foreign Language Exam) or an equivalent score from a foreign language exam approved by YÖDAK and/or YÖK;
- Obtain at least a grade of C from the Near East University Foreign Language Proficiency Exam (NPT) administered by the NEU Rectorate (a grade of D is sufficient for those whose positions are in Turkish-medium programs);
- Obtain at least 55 points from the English Proficiency Test for Teaching (EPTT) administered by the NEU Rectorate (50 points are sufficient for those whose positions are in Turkish-medium programs).

Foreign language certificates submitted must be approved by the Education Unit and must grant a foreign language exemption of at least one year including the application date. KPDS, ÜDS, or other foreign language certificates whose equivalency is approved by the Council of Higher Education (YÖK) are valid for a maximum of 5 years in accordance with the equivalency table of our University. The NEU NPT exam administered by the Rectorate is valid for 3 years.

ARTICLE 6 – Preliminary Evaluation for Assistant Professorship

The scientific works and other academic activities documented in the application files of candidates for Assistant Professorship are subjected to a preliminary evaluation in terms of quantity by the “NEU Academic Performance Evaluation Commission (APDEK)” according to the scoring principles in Appendix 1 and the minimum requirements in Appendix 2.

ARTICLE 7 – Submission of Files for Assistant Professorship

Candidates whose applications for Assistant Professorship are found appropriate by the NEU Academic Performance Evaluation Commission and who have been successful in the foreign language examinations shall submit four (4) copies of their curriculum vitae, scientific works, and publications to the relevant dean's office or school directorate.

ARTICLE 8 – Expert Report and Decision Process for Assistant Professorship

To review the status of the candidates, deans in the faculties and directors in institutes or schools affiliated with the Rectorate shall identify three professors or associate professors with expertise in the scientific field for which the candidate has applied, one of whom shall be an administrator of the respective academic unit and one of whom shall be from outside Near East University, and shall notify the Rectorate.

The Rectorate shall send the candidate's documents to these faculty members and request their written evaluations within one (1) month. The NEU Board of Directors shall decide on the candidate's promotion and/or appointment in line with the submitted file and shall submit its decision to the NEU Rectorate for approval. The appointment and/or presentation of the Assistant Professorship certificate shall be carried out by the Rector.

ARTICLE 9 – General Requirement for Promotion and/or Appointment to Associate Professorship

To be promoted and appointed to the position of Associate Professor, it is necessary to pass the associate professorship examination and to fulfill the conditions specified in Article 10 of this Regulation.

ARTICLE 10 – Academic and Professional Requirements for Associate Professorship

After having obtained the title of doctorate, medical specialization, or proficiency in art, candidates must:

- Have worked for at least two (2) years on a full-time basis at a higher education institution;
- Have worked for at least three (3) years in the relevant scientific field;
- Have published at least two (2) articles under the name of Near East University in journals indexed in WoS or Scopus.

ARTICLE 11 – Application Requirements for the Associate Professorship Examination

To be eligible to apply for the Associate Professorship examination, candidates must:

- Hold the title of Assistant Professor and/or Doctor and/or Medical Specialist;
- Obtain at least 60 points from YDS or an equivalent score from a foreign language exam approved by YÖDAK and/or YÖK;
- Obtain at least a grade of C from the NEU Foreign Language Proficiency Exam (NPT) administered by the NEU Rectorate (a grade of D is sufficient for those whose positions are in Turkish-medium programs);
- Obtain at least 55 points from the English Proficiency Test for Teaching (EPTT) administered by the NEU Rectorate (50 points are sufficient for those whose positions are in Turkish-medium programs).

(The foreign language certificates submitted must be approved by the Education Unit and must grant a foreign language exemption of at least one year including the application date. Foreign language certificates such as KPDS, ÜDS, or their equivalents approved by YÖK are valid for a maximum of 5 years according to the equivalency table of our University.) The NEU NPT exam administered by the Rectorate is valid for 3 years. The foreign language documents previously submitted to the Rectorate for appointment to an Assistant Professorship position in accordance with this Regulation shall also be valid for applications to this position.

Candidates must also:

- Have at least 1.25 CPS and 1.25 AMI (or 125 AMS) averages in the last two years or in consecutive years prior to the last two years (the evaluation shall be carried out by taking into account the period of employment at our University; for the Fine Arts Basic Field and the Music Teaching Scientific Field, a total of 2.5 from CPS and AMI/ArMI must be obtained on condition that points are earned from both fields);
- Have their scientific works and other academic activities found appropriate in terms of quantity by the NEU Academic Performance Evaluation Commission in accordance with the scoring principles in Appendix 1 and the minimum requirements in Appendix 2.

ARTICLE 12 – Submission of Files for Associate Professorship Examination

Candidates applying for the associate professorship examination shall submit three (3) copies of a file containing their curriculum vitae, scientific works, and publications to the NEU Rectorate.

ARTICLE 13 – Change of Department in Associate Professorship Applications

If the candidate's application for Associate Professorship is made in a department and/or division different from the department in which he/she is employed at Near East University, the written opinion of the head of the department to which the candidate will apply shall be obtained.

ARTICLE 14 – Associate Professorship Jury and Evaluation Procedure

The Associate Professorship examination jury shall consist of five (5) full and two (2) substitute members, selected primarily from professors at other universities who are specialized in the scientific field for which the candidate has applied and in the candidate's research subject. The NEU Board of Directors shall decide on the composition of the jury. If there is an insufficient number of members in the same scientific field, or if the nature of the candidate's scientific field or specialization and research topics so requires, members from closely related fields may be selected as jury members. The jury members shall prepare detailed reports on the originality, relevance to the field, contribution to the field, and overall integrity of the candidate's scientific works prior to the meeting. The jury, convening with full attendance, shall elect a chair from among its members, evaluate the submitted reports, and decide by majority vote whether the candidate is successful or unsuccessful. The candidate, in respect of whom the jury has reached a positive decision regarding the scientific works, shall be subjected to an oral examination and, where necessary, to an additional practical or applied exam. In the oral examination, the candidate's knowledge in the applied scientific field shall be assessed, taking the submitted works as the basis, and the candidate shall be deemed successful or unsuccessful by majority vote.

Candidates whose scientific works are deemed adequate but who fail the oral examination shall be permitted to take a second oral exam after six (6) months. Candidates who fail the oral examination for a second time may not reapply for Associate Professorship before the lapse of one (1) year.

The jury shall notify the Rectorate of its decision regarding the candidate in writing, together with the individual reports of the members and a detailed examination record, and shall also inform the candidate orally. The NEU Board of Directors, in line with the jury's positive decision, shall decide on the promotion and/or appointment of the candidate and submit this decision to the NEU Rectorate for approval. The appointment and/or presentation of the Associate Professorship success certificate shall be carried out by the Rector.

ARTICLE 15 – Finalization of Associate Professorship Applications

Applications for Associate Professorship shall be concluded, positively or negatively, within at most one (1) month. The conditions for the convening and work procedures of the jury shall be regulated by the Rectorate.

ARTICLE 16 – Requirements for Promotion and/or Appointment to Professorship

To be promoted to the position of Professor, the following conditions must be met:

- After obtaining the title of Associate Professor, the candidate must have worked for at least three (3) years full-time at a higher education institution and at least five (5) years in the relevant scientific field;
- The candidate must have published at least three (3) articles under the name of Near East University in journals indexed in WoS or Scopus;
- The candidate's scientific works and other academic activities must be found appropriate in terms of quantity by the NEU Academic Performance Evaluation Commission according to the scoring principles in Appendix 1 and the minimum requirements in Appendix 2;
- The candidate must have produced original works in his/her scientific field and, in fields with a practical dimension, must have carried out practice-oriented studies;
- The candidate must have obtained at least 60 points from YDS or an equivalent score from a foreign language exam approved by YÖDAK and/or YÖK, at least a grade of C from the NEU NPT Exam (a grade of D is sufficient for Turkish-medium staff), and at least 55 points from the NEU EPTT Exam (50 points are sufficient for Turkish-medium staff). The foreign language certificates submitted must be approved by the Education Unit and must grant a foreign language exemption of at least one year including the application date. KPDS, ÜDS, or other foreign language certificates whose equivalency is approved by YÖK are valid for a maximum of 5 years in accordance with the equivalency table of the University. The NEU NPT exam administered by the Rectorate is valid for 3 years. Foreign language documents previously submitted to the Rectorate for appointment to Assistant Professorship or Associate Professorship positions in accordance with this Regulation shall also be valid for applications to the Professorship position;
- In the last three (3) years or in consecutive years prior to the last three years, the candidate must have an average of at least 1.5 CPS and 1.5 AMI (or 150 AMS) (the evaluation shall be based on the candidate's period of employment at Near East University; for the Fine Arts Basic Field and the Music Teaching Scientific Field, a total of 3 CPS and AMI/SLG must be obtained on condition that points are earned from both fields).

ARTICLE 17 – Submission of Files for Professorship Applications

Candidates applying for Professorship shall submit to the NEU Rectorate three (3) copies of a file that includes and documents their curriculum vitae, scientific publications, conference papers and the citations to these publications, artistic works and performances and related documents, teaching activities, ongoing and completed doctoral, proficiency in art, or master's theses (science specialization) supervised by them, and their contributions to the University. In these applications, candidates shall identify one of their publications as their principal research work.

ARTICLE 18 – Change of Department in Professorship Applications

If the candidate's application for Professorship is made in a department and/or division different from the department in which he/she is employed at Near East University, the written opinion of the head of the department to which the candidate will apply shall be obtained.

ARTICLE 19 – Professorship Jury and Evaluation Procedure

To determine the status and scientific or artistic qualifications of candidates applying for Professorship, the NEU Board of Directors shall appoint five (5) full and two (2) substitute professors, the majority of whom shall be from other universities, from among those holding the title of Professor in the scientific or artistic field of the announced position. These professors shall examine the documents in each candidate's file and, within one (1) month, prepare a separate report for each candidate and, if more than one candidate has applied for the position, indicate their preferences among them. In these reports, the candidate's scientific or artistic qualifications and

works shall be evaluated in detail, as well as his/her leadership, constructive and developmental qualities, and efforts in training scientists and artists.

Based on these reports, the NEU Board of Directors shall decide whether the applicant Associate Professor is to be promoted and/or appointed to Professorship and submit this decision to the NEU Rectorate for approval. The appointment and/or presentation of the Professorship certificate shall be carried out by the Rector.

ARTICLE 20 – General Provisions on Evaluation Criteria

The “Promotion Criteria (Points Table)” in Appendix 1 and the “Minimum Requirements” in Appendix 2 constitute the promotion and/or appointment criteria determined by the NEU Board of Directors. The University Board of Directors shall use these criteria solely as decisive measures in accepting or rejecting applications for appointment and/or promotion.

In the evaluation of applications, a detailed and analytical examination of the candidate’s qualifications and performance is mandatory. In the evaluations made by the juries created for promotion or before appointment by the Rectorate, attention shall be paid to the candidate’s position and potential in his/her scientific field, contributions to education and training, professional experience and contributions, contributions made or to be made towards the goals of the applied unit, contributions to the management of the University or academic unit, and other university services.

ARTICLE 21 – Nature of the Promotion and Appointment Criteria

The Promotion and Appointment Criteria determined by the University Board of Directors establish the minimum required level for the academic units of Near East University. The fact that a candidate has passed the preliminary evaluation based on these criteria cannot be regarded as an acquired right. The University Board of Directors may revise these criteria in line with developments.

ARTICLE 22 – Reapplication after Unsuccessful Jury Evaluation

Candidates who have applied for promotion and appointment to the positions of Assistant Professor, Associate Professor, or Professor and whose applications have been accepted, but who are found unsuccessful by the jury established for scientific evaluation, may not reapply for the same position before the lapse of one (1) year.

ARTICLE 23 – Titles Obtained at Other Universities and Appointment

Appointments of faculty members applying for a position at Near East University with titles obtained elsewhere shall be made by the Rector after the equivalence of titles has been approved by the University Board of Directors.

ARTICLE 24 – Visiting or Adjunct Academic Staff

Persons/researchers holding a doctoral degree, whether employed at another institution or currently not employed, may be engaged as Visiting or Adjunct Academic Staff in the academic units of the University upon the approval of the University Board of Directors.

Academic staff employed under this status may, if any, use their academic titles obtained at other universities during their period of employment at Near East University, provided that the equivalence of such titles has been approved by the University Board of Directors.

Those employed as Visiting or Adjunct Academic Staff may apply to APDEK for promotion to the relevant titles if they fulfill the promotion conditions specified in this Regulation. Academic staff promoted under this Regulation while in Visiting or Adjunct status may use these titles only during their period of employment at Near East University.

ARTICLE 25 – Academic Performance Evaluation Commission (APDEK)

The Academic Performance Evaluation Commission (APDEK) is composed of a Vice Rector appointed by the Rector for a period of three (3) years and six (6) professors appointed by the University Board of Directors for a period of three (3) years, making a total of seven (7) members. The Commission is chaired by the Vice Rector.

Within the framework of the rules specified in this Regulation, the Commission decides on the adequacy and suitability of applications submitted for promotion and/or appointment. The Chair of the Commission submits the applications deemed adequate and suitable to the University Board of Directors for approval and for initiation of the process of forming scientific juries. Applications found inadequate or unsuitable are returned to the applicant academic staff member together with the reasons for rejection. In the case of applications with missing documents, an additional period may be granted for completion of the deficiencies by decision of the Commission.

ARTICLE 26 – Use of Academic Titles Outside Higher Education Institutions

Those who have obtained the titles of Professor, Associate Professor, or Assistant Professor may not use these titles in their work outside higher education institutions if they have not actually worked at higher education institutions for at least two (2) years within each title period.

ARTICLE 27 – Application for Promotion and/or Appointment

Candidates who meet the necessary conditions and have completed five (5) years for the title of Professor and three (3) years for the title of Associate Professor may apply for promotion and/or appointment. Applications shall be evaluated by the “Committee for Promotion and Appointment to Academic Positions,” which convenes three times a year.

ARTICLE 28 – Application Procedures and Required Documents

Applications for promotion and/or appointment shall be made by following the procedures described on the website <https://lor.uzebim.digital/>.

The documents required for application are as follows:

- Petition of application submitted to the Rectorate;
- Curriculum vitae;
- Approval by the Dean confirming that there is a suitable position in the faculty, or approval by the Center of Excellence for research centers/institutes;
- Approval of the Head of Department/Division stating that scientific activities are being carried out in the field of application;
- A copy of the form in Appendix 3, completed and scored;
- Documents proving that the candidate’s articles are indexed in WoS, Scopus, Field Indexes, and ULAKBİM;
- Copy of the doctoral diploma;
- Assistant Professorship and/or Associate Professorship certificates;
- One copy of each of the candidate’s works;
- Definite acceptance letters or DOI numbers for publications accepted but not yet published as of the application date;
- Foreign language documents (approved by the Education Unit);
- Training-of-the-Trainer certificate (for Assistant Professorship applications);
- CPS document;
- Publication contract if the work is a book;
- Documents proving citations and refereeing activities.

The applicant is required to declare that there are no missing documents in the application file. At least 70% of the articles that constitute the mandatory requirement for the applied title must have been published as of the application date.

ARTICLE 28 – Entry into Force

This regulation shall enter into force as of its publication.

PROMOTION CRITERIA (SCORING TABLE)

ACTIVITY	POINTS
1. ARTICLE(S) in WOS & SCOPUS	
A. AHCI, SCI-Expanded, SCI, and SSCI indexed publications that scanned in WOS*	
i. Full-text article or review	15**
ii. Case report	10**
B. ESCI indexed article or review that scanned* in WOS	10**
C. Article or review scanned* only in SCOPUS	10**
D. Full-text published conference paper in WOS or SCOPUS (Up to a maximum of 30% of the total score the candidate received from 1.Ai)	7**
E. Commentary/ Data Paper /explanation published in journals indexed in WOS or SCOPUS	5**
The publication scores in 1A and 1D are multiplied by 1.4 for Q3 journals, 1.6 for Q2 journals, and 1.8 for Q1 journals listed in WOS JCR categories.	
2. OTHER ARTICLES AND PUBLICATIONS	
A. Article or review indexed in field indexes	6**
B. Full-text published conference paper in field indexes	4**
C. Article or review published in YDU journals	6**
C. Article published in THE Campus	5**
D. Article or review scanned in ULAKBİM	5**
E. Article or review indexed in other international indexes	4**
F. Book reviews, technical notes, etc. published in journals indexed in Web of Science or Scopus databases*.	3**
G. Editorial letter published in journals indexed in the Web of Science or Scopus databases.	1**
3. PRESENTATION	
A. Presentation of a full-text published conference paper indexed in WOS or SCOPUS	4**
B. Presentation of a full-text published conference paper indexed in field indexes	3**
C. Presentation of a full-text published conference paper indexed in an international index.	2**
D. Presented and published abstracts	1**
4. CITATION	
A. In WOS and SCOPUS	1 point for each citation
B. In Google Scholar	0.5 points for each citation
5. PROJECT*	
International	
A. Manager	10
B. Researcher	6
C. Advisor	2
National (Cyprus)	
D. Manager	6

E. Researcher	3
F. Advisor	1
NEU SRP (Scientific Research Project)	
G. Manager	6
H. Researcher	3
I. Advisor	1
If the project is conducted in collaboration with other universities	3
6. POSTER	
A. Posters presented at conferences scanned in WoS or Scopus databases	3/NA
B. Papers presented in international conferences	2/NA
C. Papers presented in National conferences	1/NA
7. BOOK (Scientific, Occupational, and Text book)	
A. Book(s) published by Pearson, Prentice-Hall, Thomson Reuters, Kluwer, Penguin Random House, Hachette Livre, McGraw-Hill, Holtzbrinck, Scholastic, Wiley, Oxford University Press, Cambridge University Press, EKSMO printing houses.	40
B. Book published under the book series indexed in Web of Science or Scopus databases	10
C. Book published by a prestigious international printing house	7
D. Book published by a prestigious national printing house	4
E. Book chapter (International)	3
F. Book chapter (National)	2
8. EDITORSHIP	
A. Editorship in journals indexed in Web of Science or Scopus	3
B. Editorship in books/translated books published by a prestigious international printing house	2
C. Editorship of books/translated books published by a prestigious national printing house	1
9. TRANSLATION	
A. Book	5
B. Book Chapter/Article	3
10. PATENT	
A. National	15
B. International	30
11. CURATORSHIP	
A. International	3
B. National	2
12 ARCHITECTURAL PROJECT AWARD	
A. Rank	5
B. Honorable Mention	3
13. SEMINAR/PANEL/TALK/ COURSE/ COMPETITION/SOCIAL WORK PRACTICES	
A. National or international seminar/panel/talk/course/competition/social work practices	2
B. Seminar/panel/talk/ course/competition/social work practices realized at the University	1
14. ARTISTIC ACTIVITIES	

A. National solo exhibition (or activity regarding original artwork, project, or personal activity with designs)	15
B. Group Exhibition	3
C. Participating in events of national selective, invitational artistic organizations	5
D. Participating in events of internationally selective, invitational artistic organizations	8
E. Receiving awards at nationally selective, invitational artistic organizations	8
F. Receiving awards at internationally selective, invitational artistic organizations	8
G. Acceptance of Artworks or designs by institutions, organizations, or museums	10
H. Artworks or designs taking place in national publications (books, catalogs, periodical art magazines, newspapers, encyclopedias, TV broadcasts)	2
I. Artworks or designs taking place in overseas publications (books, catalogs, periodical art magazines, newspapers, encyclopedias, TV broadcasts)	3
J. Taking part in juries relevant to national projects and artistic activities in the related field	2
K. Taking part in juries relevant to international projects and artistic activities in the related field.	3
L. Solo Exhibition Catalogue	10
15. PERFORMING ARTS ACTIVITIES	
A. Authoring a play that staged in State Theaters or at equivalent professional arts institutions	8
B. Authoring a play staged at the State Conservatory or equivalent educational institutions	5
C. Having a productive role in a play show	5
D. Dramaturgy practice in a play staged in State Theatres or equivalent professional art institutions	3
E. Dramaturgy practice in a play staged at the State Conservatory or equivalent educational institutions	3
F. Stage design for a play staged in State Theatres or equivalent art institutions	2
G. Stage design for a play staged at the State Conservatory or equivalent educational institutions	1
H. Motion design in a play staged in State Theatres or at equivalent art institutions	2
I. Motion design in a play staged at the State Conservatory or equivalent educational institutions	1
16. MUSIC ACTIVITIES	
A. Concerts: Conducting/Composition/Interpretation	8
B. Masterclasses/workshops/seminars/lectures in National/International Events	4
C. Participation in orchestral/chamber music/choir concerts	3
D. Recitals	2
E. Broadcasting on National/International TV/Radio/digital platforms	3
F. Organizing National/International Music Festivals	8
G. Receiving Awards in National/International Music Organizations	8
H. Participation in national/international project and artistic juries related to the field	3
17. FILM/VISUAL & EDUCATIONAL PRODUCTION	
A. Producer / Director / Assistant Director / Screenwriter /Cinematographer / Art Director	8
B. Editing Operator / Audio Operator / Light Operator/style consultancy	4
C. Film screening at international/national cinemas and festivals	6

D. Having it broadcasted on National / International TV and Radios	4
18. CONGRESS / SYMPOSIUM*	
In symposia and congresses scanned in Web of Science and Scopus databases;	
A. Chairperson	8
B. Keynote/plenary speaker	6
C. Session Chair	4
D. Member/Secretary	3
E. Participant	2
In prestigious symposia and congresses not scanned in Web of Science and Scopus databases;	
F. Chairperson	5
G. Keynote/plenary speaker	4
H. Session Chair	3
I. Member/Secretary	2
J. Participant	1
19. WORKSHOPS	
International	
A. Organizing	3
B. Participating	2
National	
A. Organizing	2
B. Participating	1
20. AWARDS	
A. Scientific/artistic Awards granted by international organizations	5
B. Scientific/artistic Awards granted by national organizations	3
21. THESIS	
PhD	
A. Completed	10/ NA**
B. Currently being conducted	4/ NA**
Master's	
C. Completed	5/NA**
B. Currently being conducted	2/NA**
21. Membership	
A. Scientific / Professional Organizations	2
B. Science Committee	2
23. JURY	
International	
A. Serving as the Chairman of a Scientific / Professional Jury	3
B. Serving as a Scientific / Professional Jury Member	2
National	
C. Serving as the Chairman of a Scientific / Professional Jury	2
D. Serving as a Scientific / Professional Jury Member	1
24. REFEREEING	
A. Serving as a referee in journals indexed in Web of Science or Scopus databases	4
B. Serving as a referee in journals scanned in the applicable field	3
C. Serving as a referee in other internationally scanned journals	2
D. Serving as a referee in journals scanned in Ulakbim	1

25. ADMINISTRATIVE TASK (For each year and a maximum of three years in total)	
A. Chairman of the Board of Trustees	25
B. Member of the Board of Trustees/Vice Rector	20
C. Dean/Institute Director/Chief Physician	15
D. Secretary-General	12
E. University Coordinator (Open to outside, Common, Elective Courses, SRP, Center of Excellence)	10
F. Higher School/Vocational School/School Principal	10
G. Deputy Dean / Institute Deputy Director	5
H. Higher School / Vocational School/School Deputy Principal	4
I. Head of Division/Department (MEDICINE)	5
J. Deputy Chair of Division / Department (MEDICINE)	2
K. Head of Research Center	3
L. Term Coordinator (MEDICINE)	3
M. Term Deputy Coordinator (MEDICINE)	2
N. Chairperson or Coordinator of Other Commissions, Boards and Committees (MEDICINE)	2
O. Coordinator	2
26. EDUCATION	
Extra credit	1
TOTAL	

** NA = Number of Advisors/Authors

*Scanning at the time when the DOI number or the official acceptance letter (a document indicating in which volume and issue the work will be published) is issued

**Score table for single and multi-authored works

Single author	1 x points indicated in the table
Two authors	0.8 x points indicated in the table
Three authors	0.6 x points indicated in the table
Four authors	0.4 x points indicated in the table
Five – eight authors	0.2 x points indicated in the table
More than eight authors	0.1 x points indicated in the table

ANNEX 2. MINIMUM REQUIREMENTS

1. MINIMUM REQUIREMENTS FOR THE BASIC FIELD OF EDUCATIONAL SCIENCES AND TEACHER TRAINING

Minimum Requirements for Promotion and Appointment to Assistant Professor Position

REQUIREMENTS	POINTS
To earn the specified total points with a minimum of 5 points acquired within the scope of 1A, 1B or 1C	15
TOTAL	15

Minimum Requirements for Promotion and Appointment to the Associate Professor Position

REQUIREMENTS	POINTS
To have earned the specified total points within the scope of 1A and 1B, provided that the applicant is the principal author* of at least one publication.	40
To have earned the specified points through other activities	40
TOTAL	80
In addition to the required 80 points, applicants who seek appointment as associate professor immediately after earning their PhD must also meet the point requirements for assistant professorship	

Minimum Requirements for Promotion and Appointment to the Professor Position

REQUIREMENTS	POINTS
To have earned a total of 40 points from sections 1A and 1B after obtaining the title of Associate Professor, and to be the principal author* of at least one of the articles.	80
To have earned the specified points through other activities	80
TOTAL	160

International Field Indices:

1. Master Journal List- Clarivate Web of Science (Formerly ISI Web of Knowledge) Database

<https://mjl.clarivate.com/search-results>

2. Australian Education Index

<http://www.acer.edu.au/library/catalogues/aei.html>

3. British Education Index

<http://www.leeds.ac.uk/bei/bei.htm>

4. Journals Indexed in Eric

<http://www.eric.ed.gov>

5. Education Index (EI)

<http://www.hwwilson.com/>

2. SCIENCES - MINIMUM REQUIREMENTS FOR THE BASIC FIELD OF MATHEMATICS

Minimum Requirements for Promotion and Appointment to the Assistant Professorship

REQUIREMENTS	POINTS
To earn the specified total points with a minimum of 5 points acquired within the scope of 1A, 1B or 1C	15
TOTAL	15

Minimum Requirements for Promotion and Appointment to the Associate Professor Position

REQUIREMENTS	POINTS
To have earned the specified total points within the scope of 1A and 1B, provided that the applicant is the principal author* of at least one publication.	40
To have earned the specified points through other activities	40
TOTAL	80
In addition to the required 80 points, applicants who seek appointment as associate professor immediately after earning their PhD must also meet the point requirements for assistant professorship	

Minimum Requirements for Promotion and Appointment to the Professor Position

REQUIREMENTS	POINTS
To have earned a total of 50 points from sections 1A and 1B after obtaining the title of Associate Professor, and to be the principal author* of at least one of the articles.	80
To have earned the specified points through other activities	80
TOTAL	160

3. MINIMUM REQUIREMENTS FOR THE BASIC FIELD OF ENGINEERING

Minimum Requirements for Promotion and Appointment to the Assistant Professor Position

REQUIREMENTS	POINTS
To earn the specified total points with a minimum of 5 points acquired within the scope of 1A, 1B or 1C	15
TOTAL	15

Minimum Requirements for Promotion and Appointment to the Associate Professor Position

REQUIREMENTS	POINTS
To have earned the specified total points within the scope of 1A and 1B, provided that the applicant is the principal author* of at least one publication.	40
To have earned the specified points through other activities	40
TOTAL	80
In addition to the required 80 points, applicants who seek appointment as associate professor immediately after earning their PhD must also meet the point requirements for assistant professorship	

Minimum Requirements for Promotion and Appointment to the Professor Position

REQUIREMENTS	POINTS
To have earned a total of 50 points from sections 1A and 1B after obtaining the title of Associate Professor, and to be the principal author* of at least one of the articles.	80
To have earned the specified points through other activities	80
TOTAL	160

4. MINIMUM REQUIREMENTS FOR THE BASIC FIELD OF HEALTH SCIENCES

Minimum Requirements for Promotion and Appointment to the Assistant Professor Position

REQUIREMENTS	POINTS
To earn the specified total points with a minimum of 5 points acquired within the scope of 1A, 1B or 1C	15
TOTAL	15

Minimum Requirements for Promotion and Appointment to the Associate Professor Position

REQUIREMENTS	POINTS
To have earned the specified total points within the scope of 1A and 1B, provided that the applicant is the principal author* of at least one publication.	50
To have earned the specified points through other activities	30
TOTAL	80
In addition to the required 80 points, applicants who seek appointment as associate professor immediately after earning their PhD must also meet the point requirements for assistant professorship	

Minimum Requirements for Promotion and Appointment to the Professor Position

REQUIREMENTS	POINTS
To have earned a total of 50 points from sections 1A and 1B after obtaining the title of Associate Professor, and to be the principal author* of at least one of the articles.	90
To have earned the specified points through other activities	70
TOTAL	160

International Field Indices:

1. Master Journal List- Clarivate Web of Science (Formerly ISI Web of Knowledge) Database
<https://mjl.clarivate.com/search-results>
2. IM: Index Medicus
3. DI: Dental Index
4. EI: Engineering Index
5. CMCI: CompuMath Citation Index

**5. MINIMUM REQUIREMENTS FOR THE BASIC FIELD OF SOCIAL,
ADMINISTRATIVE, AND HUMAN SCIENCES**

5.1. Departments of Economics, Marketing, Accounting, Organization, Finance, Tourism, Public Administration, Political Science, Social Policy, International Relations, European Union Relations.

Minimum Requirements for Promotion and Appointment to the Assistant Professor Position

REQUIREMENTS	POINTS
To earn the specified total points with a minimum of 5 points acquired within the scope of 1A, 1B or 1C	15
TOTAL	15

Minimum Requirements for Promotion and Appointment to the Associate Professor Position

REQUIREMENTS	POINTS
To have earned the specified total points within the scope of 1A and 1B, provided that the applicant is the principal author* of at least one publication.	25
To have earned the specified points through other activities	55
TOTAL	60
In addition to the required 60 points, applicants who seek appointment as associate professor immediately after earning their PhD must also meet the point requirements for assistant professorship	

Minimum Requirements for Promotion and Appointment to the Professor Position

REQUIREMENTS	POINTS
To have earned a total of 30 points from sections 1A and 1B after obtaining the title of Associate Professor, and to be the principal author* of at least one of the articles.	40
To have earned the specified points within the scope of 1, 2A, 2B, 2C, 3A, or 3B	30
To have earned the specified points through other activities	50
TOTAL	120

5.2. Departments of Communication, Applied Communication, Public Relations, Visual Communication Design, Cinema, Journalism, Advertising

Minimum Requirements for Promotion and Appointment to the Assistant Professor Position

REQUIREMENTS	POINTS
To earn the specified total points with a minimum of 5 points acquired within the scope of 1A, 1B or 1C	15
TOTAL	15

Minimum Requirements for Promotion and Appointment to the Associate Professor Position

REQUIREMENTS	POINTS
To have earned the specified total points within the scope of 1A and 1B, provided that the applicant is the principal author* of at least one publication.	20
To have earned the specified points through other activities	40
TOTAL	60
In addition to the required 60 points, applicants who seek appointment as associate professor immediately after earning their PhD must also meet the point requirements for assistant professorship	

Minimum Requirements for Promotion and Appointment to the Professor Position

REQUIREMENTS	POINTS
To have earned a total of 30 points from sections 1A and 1B after obtaining the title of Associate Professor, and to be the principal author* of at least one of the articles.	40
To have earned the specified points through other activities	80
TOTAL	120

5.3. Departments of Philosophy, Anthropology, Archaeology, History, Art History, Social Psychology, Clinical Psychology, Applied Psychology, Developmental Psychology, Sociology

Minimum Requirements for Promotion and Appointment to Assistant Professor Position

REQUIREMENTS	POINTS
To earn the specified total points with a minimum of 5 points acquired within the scope of 1A, 1B or 1C	15
TOTAL	15

Minimum Requirements for Promotion and Appointment to Associate Professor Position

REQUIREMENTS	POINTS
To have earned the specified total points within the scope of 1A and 1B, provided that the applicant is the principal author* of at least one publication.	20
To have earned the specified points through other activities	50
TOTAL	70
In addition to the required 70 points, applicants who seek appointment as associate professor immediately after earning their PhD must also meet the point requirements for assistant professorship.	

Minimum Requirements for Promotion and Appointment to Professor Position

REQUIREMENTS	POINTS
To have earned a total of 30 points from sections 1A and 1B after obtaining the title of Associate Professor, and to be the principal author* of at least one of the articles.	40
To have earned the specified points through other activities	100
TOTAL	140

5.4. Department of Information and Document Management

Minimum Requirements for Promotion and Appointment to Assistant Professor Position

REQUIREMENTS	POINTS
To earn the specified total points with a minimum of 5 points acquired within the scope of 1A, 1B or 1C.	15
To have earned the specified points through other activities.	5
TOTAL	20

Minimum Requirements for Promotion and Appointment to Associate Professor Position

REQUIREMENTS	POINTS
To have earned the specified total points within the scope of 1A and 1B, provided that the applicant is the principal author* of at least one publication.	30
To have earned the specified points through other activities.	40
TOTAL	70

In addition to the required 70 points, applicants who seek appointment as associate professor immediately after earning their PhD must also meet the point requirements for assistant professorship.	
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Minimum Requirements for Promotion and Appointment to Professor Position

REQUIREMENTS	POINTS
To have earned a total of 30 points from sections 1A and 1B after obtaining the title of Associate Professor, and to be the principal author* of at least one of the articles.	40
To have earned the specified points through other activities.	100
TOTAL	140

5.5. Departments of Linguistics and Applied Linguistics

Minimum Requirements for Promotion and Appointment to Assistant Professor Position

REQUIREMENTS	POINTS
To earn the specified total points with a minimum of 5 points acquired within the scope of 1A, 1B or 1C.	15
To have earned the specified points through other activities.	5
TOTAL	20

Minimum Requirements for Promotion and Appointment to Associate Professor Position

REQUIREMENTS	POINTS
To have earned the specified total points from sections 1A and 1B, provided that the applicant is the principal author* of at least one publication.	30
To have earned the specified points within the scope of 1 and 2A	40
TOTAL	70
In addition to the required 70 points, applicants who seek appointment as associate professor immediately after earning their PhD must also meet the point requirements for assistant professorship.	

Minimum Requirements for Promotion and Appointment to Professor Position

REQUIREMENTS	POINTS
To have earned a total of 30 points from sections 1A and 1B after obtaining the title of Associate Professor, and to be the principal author* of at least one of the articles.	40
To have earned the specified points through other activities.	100
TOTAL	140

6. MINIMUM REQUIREMENTS FOR THE BASIC FIELD OF PHILOLOGY

Minimum Requirements for Promotion and Appointment to Assistant Professor Position

REQUIREMENTS	POINTS
To earn the specified total points with a minimum of 5 points acquired within the scope of 1A, 1B or 1C.	15
TOTAL	15

Minimum Requirements for Promotion and Appointment to Associate Professor Position

REQUIREMENTS	POINTS
To have earned a total of 30 points from sections 1A and 1B after obtaining the title of Associate Professor, and to be the principal author of at least one of the articles.	15
To have earned the specified points within the scope of 1 and 2A.	15
To have earned the specified points through other activities.	30
TOTAL	60
In addition to the required 60 points, applicants who seek appointment as associate professor immediately after earning their PhD must also meet the point requirements for assistant professorship.	

Minimum Requirements for Promotion and Appointment to Professor Position

REQUIREMENTS	POINTS
To have earned a total of 20 points from sections 1A and 1B after obtaining the title of Associate Professor, and to be the principal author* of at least one of the articles.	30
To have earned the specified points through other activities.	90
TOTAL	120

INTERNATIONAL FIELD INDEXES:

1. Master Journal List- Clarivate Web of Science (Formerly ISI Web of Knowledge) Database
<https://mjl.clarivate.com/search-results>
2. Australian Education Index <https://www.acer.org/au/library/australian-education-index-aei>
3. British Education Index <http://www.leeds.ac.uk/bei/bei.htm>
4. Journals Indexed in Eric <http://www.eric.ed.gov>
5. Education Index/EI <http://www.hwwilson.com/>

7. MINIMUM REQUIREMENTS FOR THE BASIC FIELD OF ARCHITECTURE

Minimum Requirements for Promotion and Appointment to Assistant Professor Position

REQUIREMENTS	POINTS
To earn the specified total points with a minimum of 5 points acquired within the scope of 1A, 1B or 1C.	15
TOTAL	15

Minimum Requirements for Promotion and Appointment to Associate Professor Position

REQUIREMENTS	POINTS
To have earned a total of 30 points from sections 1A, 1B and 1C after obtaining the title of Associate Professor, and to be the principal author of at least one of the articles.	20
To have earned the specified points through other activities.	50
TOTAL	70
In addition to the required 70 points, applicants who seek appointment as associate professor immediately after earning their PhD must also meet the point requirements for assistant professorship.	

Minimum Requirements for Promotion and Appointment to Professor Position

REQUIREMENTS	POINTS
To have earned a total of 20 points from sections 1A and 1B after obtaining the title of Associate Professor, and to be the principal author* of at least one of the articles.	30
To have earned the specified points through other activities.	90
TOTAL	120

Architecture, Planning, Design Basic Field/Field Publication Indexes:

1. International Construction Database (ICONDA)
2. Master Journal List- Clarivate Web of Science (Formerly ISI Web of Knowledge) Database
<https://mjl.clarivate.com/search-results>
3. Ergonomics Abstracts (EA)
4. Geobase
5. Sociological Abstracts
6. EBSCO Art & Architecture Complete
7. Leisure Recreation and Tourism Abstracts
8. Genomics

8. MINIMUM REQUIREMENTS FOR FINE ARTS AND DESIGN

Minimum Requirements for Promotion and Appointment to Assistant Professor Position

REQUIREMENTS	POINTS
To have earned the specified points within the scope of 1A, 1B, 1C, 2, 3, and 4.	3
To have earned the specified points with a minimum of 15 points within the scope of the 14A, and 14B, and to have earned the rest within the scope of 14.	50
To have earned the specified points through other activities.	5
TOTAL	58

Minimum Requirements for Promotion and Appointment to Associate Professor Position

REQUIREMENTS	POINTS
To have earned the specified total points from sections 1A, 1B, 1C, 2A, 2B and 2C, and to be the principal author* of at least one of the articles.	6
To have earned the specified points with a minimum of 30 points within the scope of the 14A, and 14B, and to have earned the rest within the scope of 14.	100
To have earned the specified points through other activities.	15
TOTAL	121
In addition to the required 121 points, applicants who seek appointment as associate professor immediately after earning their PhD must also meet the point requirements for assistant professorship.	

Minimum Requirements for Promotion and Appointment to Professor Position

REQUIREMENTS	POINTS
To have earned the specified total points with a minimum of 6 points earned within the scope of 1A, 1B, 2A,2B, and 2C after obtaining the title of Associate Professor, and to be the principal author* of at least one of the articles.	9
To have earned the specified points with a minimum of 45 points within the scope of the 14A and to have earned the rest within the scope of 14.	150
To have earned the specified points through other activities.	25
TOTAL	184

International Field Indexes:

1. Master Journal List- Clarivate Web of Science (Formerly ISI Web of Knowledge) Database <https://mjl.clarivate.com/search-results>
2. **ERIH PLUS** - European Reference Index for the Humanities <https://dbh.nsd.uib.no/publiseringskanaler/erihplus/>
3. **Art Index** – EBSCO <https://www.ebsco.com/products/research-databases/art-index>
4. **IBA** - International Bibliography of Art – ProQuest <https://about.proquest.com/products-services/iba.html>
5. **DAAI** / Design and Applied Arts Index – ProQuest <https://about.proquest.com/products-services/daai-set-c.html>
6. **Humanities Index** <https://about.proquest.com/products-services/bhi-set-c.html>
7. **ERIC** - Education Resources Information Center <https://eric.ed.gov/>

9. MINIMUM CRITERIA FOR PERFORMING ARTS

Minimum Requirements for Promotion and Appointment to Assistant Professor Position

REQUIREMENTS	POINTS
To have earned the specified points within the scope of 1, 2A, 2B, and 2C	10
To have earned the specified points through other activities.	10
TOTAL	20

Minimum Requirements for Promotion and Appointment to Associate Professor Position

REQUIREMENTS	POINTS
To have earned the specified total points from sections 1, 2A, 2B and 2C, and to be the principal author* of at least one of the articles.	15
To have earned the specified total points from section 7.	15
To have earned the specified points through other activities.	30
TOTAL	60
In addition to the required 60 points, applicants who seek appointment as associate professor immediately after earning their PhD must also meet the point requirements for assistant professorship.	

Minimum Requirements for Promotion and Appointment to Professor Position

REQUIREMENTS	POINTS
To have earned the specified total points with a minimum of 20 points earned within the scope of 2A, 2B, and 2C after obtaining the title of Associate Professor, and to be the principal author* of at least one of the articles.	30
To have earned the specified total points from sections 7 and 15	40
To have earned the specified points through other activities.	50
TOTAL	120

10. MINIMUM CRITERIA FOR THE BASIC FIELD OF LAW

Minimum Requirements for Promotion and Appointment to Assistant Professor Position

REQUIREMENTS	POINTS
To have earned the specified points within the scope of 1A, 1B, 1C, and 2A or 2D.	5
To have earned the specified points through other activities.	10
TOTAL	15

Minimum Requirements for Promotion and Appointment to Associate Professor Position

REQUIREMENTS	POINTS
To have earned the specified total points with a minimum of 10 points from sections 1A, 1B, 1C and 2A or 2D and to be the principal author* of at least one of the articles.	15
To have earned the specified total points from section 7.	10
To have earned the specified points through other activities.	35
TOTAL	60
In addition to the required 60 points, applicants who seek appointment as associate professor immediately after earning their PhD must also meet the point requirements for assistant professorship.	

Minimum Requirements for Promotion and Appointment to Professor Position

REQUIREMENTS	POINTS
To have earned the specified total points with a minimum of 20 points earned within the scope of 1A, 1B, 1C, and 2A after obtaining the title of Associate Professor, and to be the principal author* of at least one of the articles.	30
To have earned the specified total points from section 7.	10
To have earned the specified points through other activities.	80
TOTAL	120

*National Field Indexed Journals:

Journals scanned by ULAKBİM National Databases.

<http://www.ulakbim.gov.tr/cabim/vt/uvt/dergiler/>

11. MINIMUM REQUIREMENTS FOR THE BASIC FIELD OF THEOLOGY

Minimum Requirements for Promotion and Appointment to Assistant Professor Position

REQUIREMENTS	POINTS
To have earned the specified points within the scope of 1A, 1B, 2D, and 7.	10
To have earned the specified total points from section 7.	10
TOTAL	20

Minimum Requirements for Promotion and Appointment to Associate Professor Position

REQUIREMENTS	POINTS
To have earned the specified total points with a minimum of 15 points from sections 1A,1B, 2C, 2D, or 7D and to be the principal author* of at least one of the articles.	20
To have earned the specified total points from section 7.	15
To have earned the specified points through other activities.	25
TOTAL	60
In addition to the required 60 points, applicants who seek appointment as associate professor immediately after earning their PhD must also meet the point requirements for assistant professorship.	

Minimum Requirements for Promotion and Appointment to Professor Position

REQUIREMENTS	POINTS
To have earned the specified total points with a minimum of 15 points earned within the scope of 1A,1B, 2C, 2D, and 7D after obtaining the title of Associate Professor, and to be the principal author* of at least one of the articles.	20
To have earned the specified total points from section 7.	15
To have earned the specified points through other activities.	85
TOTAL	120

*National Field Indexed Journals:
 Journals scanned by ULAKBİM National Databases.
<http://www.ulakbim.gov.tr/cabim/vt/uvt/dergiler/>

12. MINIMUM REQUIREMENTS FOR BASIC FIELD OF SPORTS SCIENCES

Departments of Coaching Education, Physical Education and Sports, Sports Management

Minimum Requirements for Promotion and Appointment to Assistant Professor Position

REQUIREMENTS	POINTS
To have earned the specified total points with a minimum of 5 points earned within the scope of 1A, 1B, and to have earned the rest from sections 1, 2, 3, or 4.	15
TOTAL	15

Minimum Requirements for Promotion and Appointment to Associate Professor Position

REQUIREMENTS	POINTS
To have earned a total of 15 points from sections 1A and 1B after obtaining the title of Associate Professor, and to be the principal author of at least one of the articles.	25
To have earned the specified points through other activities.	35
TOTAL	60
In addition to the required 60 points, applicants who seek appointment as associate professor immediately after earning their PhD must also meet the point requirements for assistant professorship.	

Minimum Requirements for Promotion and Appointment to Professor Position

REQUIREMENTS	POINTS
To have earned a total of 25 points from sections 1A and 1B after obtaining the title of Associate Professor, and to be the principal author* of at least one of the articles.	40
To have earned the specified total points from sections 1, 2, 3, or 4.	30
To have earned the specified points through other activities.	50
TOTAL	120

Principal author. The candidate is identified as the Principal author on the following articles:

- a) Single author article
- b) Multi-author article with the candidate listed as the first author
- c) A multi-authored article in which no one with a doctoral degree other than the candidate is the author at the time of publication.

ANNEX 3
NEU PROMOTION AND APPOINTMENT APPLICATION FORM

I. Personal Information

Name & Surname	
Date of Birth	
University graduated from	
University currently employed in	
Faculty & Department	

II. Academic Titles

Doctorate, Specialist Doctor, competency in art (University, thesis title and year)
Assistant Professor (Date of appointment and name of university)
Associate Professor (Date of appointment and name of university)

III. PUBLICATIONS AND ACADEMIC ACTIVITIES

ACTIVITY	REALIZED AND PUBLISHED
1. ARTICLE(S) in WOS & SCOPUS	
A. AHCI, SCI-Expanded, SCI, and SSCI indexed publications that scanned in WOS*	
i. Full-text article or review	
ii. Case report	
B. ESCI indexed article or review that scanned* in WOS	
C. Article or review scanned* only in SCOPUS	
D. Full-text published conference paper in WOS or SCOPUS (Up to a maximum of 30% of the total score the candidate received from 1.Ai)	
E. Commentary/ Data Paper /explanation published in journals indexed in WOS or SCOPUS	
The publication scores in 1A and 1D are multiplied by 1.4 for Q3 journals, 1.6 for Q2 journals, and 1.8 for Q1 journals listed in WOS JCR categories.	
2. OTHER ARTICLES AND PUBLICATIONS	
A. Article or review indexed in field indexes	
B. Full-text published conference paper in field indexes	
C. Article or review published in YDU journals	
C. Article published in THE Campus	
D. Article or review scanned in ULAKBİM	
E. Article or review indexed in other international indexes	

F. Book reviews, technical notes, etc. published in journals indexed in Web of Science or Scopus databases*.	
G. Editorial letter published in journals indexed in the Web of Science or Scopus databases.	
3. PRESENTATION	
A. Presentation of a full-text published conference paper indexed in WOS or SCOPUS	
B. Presentation of a full-text published conference paper indexed in field indexes	
C. Presentation of a full-text published conference paper indexed in an international index.	
D. Presented and published abstracts	
4. CITATION	
A. In WOS and SCOPUS	
B. In Google Scholar	
5. PROJECT*	
International	
A. Manager	
B. Researcher	
C. Advisor	
National (Cyprus)	
D. Manager	
E. Researcher	
F. Advisor	
NEU SRP (Scientific Research Project)	
G. Manager	
H. Researcher	
I. Advisor	
If the project is conducted in collaboration with other universities	
6. POSTER	
A. Posters presented at conferences scanned in WoS or Scopus databases	
B. Papers presented in international conferences	
C. Papers presented in National conferences	
7. BOOK (Scientific, Occupational, and Text book)	
A. Book(s) published by Pearson, Prentice-Hall, Thomson Reuters, Kluwer, Penguin Random House, Hachette Livre, McGraw-Hill, Holtzbrinck, Scholastic, Wiley, Oxford University Press, Cambridge University Press, EKSMO printing houses.	
B. Book published under the book series indexed in Web of Science or Scopus databases	
C. Book published by a prestigious international printing house	
D. Book published by a prestigious national printing house	
E. Book chapter (International)	
F. Book chapter (National)	

8. EDITORSHIP	
A. Editorship in journals indexed in Web of Science or Scopus	
B. Editorship in books/translated books published by a prestigious international printing house	
C. Editorship of books/translated books published by a prestigious national printing house	
9. TRANSLATION	
A. Book	
B. Book Chapter/Article	
10. PATENT	
A. National	
B. International	
11. CURATORSHIP	
A. International	
B. National	
12 ARCHITECTURAL PROJECT AWARD	
A. Rank	
B. Honorable Mention	
13. SEMINAR/PANEL/TALK/ COURSE/ COMPETITION/SOCIAL WORK PRACTICES	
A. National or international seminar/panel/talk/course/competition/social work practices	
B. Seminar/panel/talk/ course/competition/social work practices realized at the University	
14. ARTISTIC ACTIVITIES	
A. National solo exhibition (or activity regarding original artwork, project, or personal activity with designs)	
B. Group Exhibition	
C. Participating in events of national selective, invitational artistic organizations	
D. Participating in events of internationally selective, invitational artistic organizations	
E. Receiving awards at nationally selective, invitational artistic organizations	
F. Receiving awards at internationally selective, invitational artistic organizations	
G. Acceptance of Artworks or designs by institutions, organizations, or museums	
H. Artworks or designs taking place in national publications (books, catalogs, periodical art magazines, newspapers, encyclopedias, TV broadcasts)	
I. Artworks or designs taking place in overseas publications (books, catalogs, periodical art magazines, newspapers, encyclopedias, TV broadcasts)	
J. Taking part in juries relevant to national projects and artistic activities in the related field	

K. Taking part in juries relevant to international projects and artistic activities in the related field.	
L. Solo Exhibition Catalogue	
15. PERFORMING ARTS ACTIVITIES	
A. Authoring a play that staged in State Theaters or at equivalent professional arts institutions	
B. Authoring a play staged at the State Conservatory or equivalent educational institutions	
C. Having a productive role in a play show	
D. Dramaturgy practice in a play staged in State Theatres or equivalent professional art institutions	
E. Dramaturgy practice in a play staged at the State Conservatory or equivalent educational institutions	
F. Stage design for a play staged in State Theatres or equivalent art institutions	
G. Stage design for a play staged at the State Conservatory or equivalent educational institutions	
H. Motion design in a play staged in State Theatres or at equivalent art institutions	
I. Motion design in a play staged at the State Conservatory or equivalent educational institutions	
16. MUSIC ACTIVITIES	
A. Concerts: Conducting/Composition/Interpretation	
B. Masterclasses/workshops/seminars/lectures in National/International Events	
C. Participation in orchestral/chamber music/choir concerts	
D. Recitals	
E. Broadcasting on National/International TV/Radio/digital platforms	
F. Organizing National/International Music Festivals	
G. Receiving Awards in National/International Music Organizations	
H. Participation in national/international project and artistic juries related to the field	
17. FILM/VISUAL & EDUCATIONAL PRODUCTION	
A. Producer / Director / Assistant Director / Screenwriter /Cinematographer / Art Director	
B. Editing Operator / Audio Operator / Light Operator/style consultancy	
C. Film screening at international/national cinemas and festivals	
D. Having it broadcasted on National / International TV and Radios	
18. CONGRESS / SYMPOSIUM*	
In symposia and congresses scanned in Web of Science and Scopus databases;	
A. Chairperson	
B. Keynote/plenary speaker	
C. Session Chair	
D. Member/Secretary	
E. Participant	
In prestigious symposia and congresses not scanned in Web of Science and Scopus databases;	
A. Chairperson	

B. Keynote/plenary speaker	
C. Session Chair	
D. Member/Secretary	
E. Participant	
19. WORKSHOPS	
International	
A. Organizing	
B. Participating	
National	
C. Organizing	
D. Participating	
20. AWARDS	
A. Scientific/artistic Awards granted by international organizations	
B. Scientific/artistic Awards granted by national organizations	
21. THESIS	
PhD	
A. Completed	
B. Currently being conducted	
Master's	
C. Completed	
D. Currently being conducted	
21. Membership	
A. Scientific / Professional Organizations	
B. Science Committee	
23. JURY	
International	
A. Serving as the Chairman of a Scientific / Professional Jury	
B. Serving as a Scientific / Professional Jury Member	
National	
C. Serving as the Chairman of a Scientific / Professional Jury	
D. Serving as a Scientific / Professional Jury Member	
24. REFEREEING	
A. Serving as a referee in journals indexed in Web of Science or Scopus databases	
B. Serving as a referee in journals scanned in the applicable field	
C. Serving as a referee in other internationally scanned journals	
D. Serving as a referee in journals scanned in Ulakbim	
25. ADMINISTRATIVE TASK (For each year and a maximum of three years in total)	
A. Chairman of the Board of Trustees	
B. Member of the Board of Trustees/Vice Rector	
C. Dean/Institute Director/Chief Physician	
D. Secretary-General	
E. University Coordinator (Open to outside, Common, Elective Courses, SRP, Center of Excellence)	
F. Higher School/Vocational School/School Principal	
G. Deputy Dean / Institute Deputy Director	
H. Higher School / Vocational School/School Deputy Principal	
I. Head of Division/Department (MEDICINE)	

J. Deputy Chair of Division / Department (MEDICINE)	
K. Head of Research Center	
L. Term Coordinator (MEDICINE)	
M. Term Deputy Coordinator (MEDICINE)	
N. Chairperson or Coordinator of Other Commissions, Boards and Committees (MEDICINE)	
O. Coordinator	
26. EDUCATION	
Extra credit	
TOTAL	