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PART 1: ABOUT ISTANBUL KÜLTÜR UNIVERSITY

1.1.About Us

IKU is a foundation university founded in 1997 under the status of public legal entity, established by trust with more than 55 years experience in education. The university is built on a tradition of quality and high academic achievement, of which increasing international academic networking has become an integral part. IKU has more than 12000 students enrolled at 7 Faculties (Faculty of Art And Design, Faculty of Education, Faculty of Engineering, Faculty of Architecture, Faculty of Law, Faculty of Arts And Sciences, Faculty of Economic And Administrative Sciences) for undergraduate studies, 2 Institutes (Institute of Sciences, Institute of Social Sciences) for graduate studies and 3 Vocational Schools (School of Business Administration, School of Technical Sciences, School of Justice) for pre-bachelor studies. The Architecture, Molecular Biology and Genetics, Pyhsics, Turkish Language and Literature, Mathematics and Computer Sciences, Departments were accredited by National Accreditation Agencies.

1.2 Vision

Istanbul Kültür University's vision is to become an internationally recognized, autonomous, prestigious, free, highly competitive and sought-after University in the fields of Science, Technology and Arts that aims to achieve universal values from local values through interdisciplinary studies via cooperation with the world's leading Universities.

1.3 Mission

Our mission is;

-to educate individuals who will gain professional identity on the international level, meet the needs of the industry and the society, adopt the principle of lifelong learning and be questioning through keeping ethical values and participation by experienced and dynamic academic staff in the forefront,

-to find solutions for global and local challenges through leading the genuine, scientific, technological, and artistic projects at national and international level.

1.4 Location and Campus

Istanbul Kültür University is located in Istanbul which is the Turkey's most populated and largest city as well as being the cultural and financial center. It is the only city in the word built on two continents. It stands on the shore of Bosphorus where the waters of the Black Sea combine with those of the Marmara Sea and the Golden Horn.

Istanbul Kültür University is located at the heart of business and residential districts with 3 campuses which are located within a 20 minute walk from each other and within 10 minutes from the dormitories. All campuses have cafeterias/dining services. The university is located within an easy reach of Atatürk International Airport and a 5-minute walk from bus/metrobus stops and metro station which gives students an easy access to the city centre.

1.5 Research

At IKU, there are many Research and Application Centers namely, Brain Dynamics Dynamics, Cognition and Complex Systems, Career, Criminal Law, Distance Learning, Disability – Accessibility, Economics and Finance, Fine Arts, Family Enterprises and Entrepreneurship, Gender Equality and Women’s Studies, Geomatics, Global Political Trends Center, Institutional and Sectoral Analysis, Intellectual Property Rights, Life Long Learning, Operational Research, Psychological Counseling and Guidance, Research and Development, SME Development and Competition, Scientific Research Projects. Fully equipped laboratories are available for research in the field of civil, electronic and computer engineering, chemistry, physics, molecular biology and genetics, interior design, architecture, art, communication studies and psychology.

1.6 Academic Life

The educational philosophy of Istanbul Kültür University is to equip students with knowledge and skills necessary for lives of professional accomplishment.

The undergraduate education offered at Istanbul Kültür University, with its departments providing the knowledge and facilities the age necessitates, with its competent academic staff and up-to-date contents, gives its students the skills and perspectives which can make a difference in the business and academic world.

The PhD and Master Degree programmes offered by the Institute of Sciences aim to raise professionals that are equipped with technological background required by the business world on the global scale and to increase our country’s research potential in the areas of basic sciences, engineering, architecture, interior architecture and environmental design.

Institute of Social Sciences aims to encourage theoretical and applied research in the fields of Business Administration, Economics, International Relations, Law, Art, Communication, Turkish and English Languages and Literature and moreover to contribute to education by means of master degree and PhD programmes.

1.7 Campuses

The University ground consists of three campuses Ataköy Campus, Şirinevler Campus and İncirli Campus.

1.7.1 Ataköy Campus

Covering an area of 40,000 square meters, The Ataköy Campus houses the Institution for Graduate Studies in Science and Engineering and the Institute for Graduate Studies in Social Sciences, Rector's office and six faculties – Faculty of Engineering, Faculty of Architecture, Faculty of Science and Letters, Faculty of Economic and Administrative Sciences, Faculty of Art and Design and Faculty of Education. It is also the home of the Health Center, computer laboratories, technical laboratories and the central library. The Ataköy Campus facilities include outdoor sports fields, the Kùltürüm Lounge (with chess, backgammon, billiard, TV, soft beverages and music), main cafeteria and fast food restaurants, Prof. Önder Öztunalı Conference Hall, Exhibition Hall, offices for student clubs, an İşbank branch and ATM, as well as a total of 14 art studios for Technical Design (2), Basic Arts Education Modeling (2), Modeling and Plastic Arts (1), Design (7), Communication Design (1) and Ceramics (1).

Adjacent to the Ataköy Campus, IKU's large KEV Auditorium serves both the university and the general public throughout the year.

1.7.2 Şirinevler Campus

The total covered area of Şirinevler Campus is about 30,000 square meters which is spread over six buildings. It houses the Faculty of Law, English Prep Programs, boys' and girls' dormitories, Halil Akingüç Conference Hall, as well as the campus library, computer laboratories and other computer facilities.

1.7.3 İncirli Campus

The İncirli Campus is located in the Bakırköy District. It houses the Vocational School of Business Management and the Vocational School of Technical Studies. As it is nearby the metrobus station, transportation is easy. Alongside classrooms and cafeterias, the campus houses six computer laboratories, mechanical laboratory, and Radio-TV studios.

1.8 Computer Facilities and Laboratories

The university's computer laboratories are all equipped up to the highest standards and hold internationally recognized certificates. In the faculty laboratories, students gain professional experience through practical hands-on-training and acquire computer skills required for their course programs. 7 Computer, 1 Macintosh, 1 Hardware, 6 Software, 1 AutoCAD, 1 ArchiCAD, 1 ideCAD, 1 SAP 2000, 1 Ceramics, 1 Structural Material Test, 1 Soil and Rock Mechanics, 2 Physics, 1 Chemistry, 4 Electronics laboratories are open to students every day between 9:00-18:00.

1.9 Medical Services

The university's modern medical center offers free physical examinations and general medical assistance to all students and academic staff in accordance with University Health Care Regulations. Cases requiring specialty care or inpatient treatment are referred to Ataköy Hospital located next to Şirinevler Campus. The center provides free psychological counseling as well, with a staff of psychiatrists and therapists who support and coach the students in their daily life issues.

1.10 Student Affairs

You can contact with Student Affairs in many fields.

- Getting student proof
- Writing petition for exemption(original course description and transcript are needed)
- Writing objections to final exam results on certain periods.

1.11 Accounting Department

You can contact with Accounting Department for financial issues.

PART 2: GETTING STARTED AT UNIVERSITY

2.1 Before you arrive

- Make sure you have a student visa and bring the original documents required for registration. You can once again check with the International Students Unit.
- Passport/VISA: Make a photocopy of your passport and visa. If you lose it or it is stolen, this will help you to obtain a new one. Also bring along a copy of your Letter of Acceptance.

2.2 Travel Tips

- Safety: Keep your passport and travel documents with you at all times. A pack that fits around your waist and holds everything in front of your body is best
- In case the airline loses your luggage, have everything you need for one night's emergency stay in a bag with you on the airplane.
- MAKE AND KEEP COPIES OF ALL YOUR IMPORTANT PAPERS AND YOUR PASSPORT.
- Put your name and both your home and Turkey addresses and telephone numbers INSIDE your baggage and on a label outside of your baggage. You can use the Istanbul Kültür University, Ataköy Campus, International Students Unit address if you do not have an address in Turkey .

2.3 Registration

-The required documents for official registration are as follows;

- Student Visa (from Turkish Consulates to be submitted to Student Affairs to receive an enrollment paper to apply for residence permit in Istanbul) *(Please read residence permit part for visa)
- Health Insurance (Done in Turkey)
- Residence Permit (to be obtained from the Foreigner's Office in Turkey after official enrollment at Istanbul Kültür University)
- Original high school diploma (if not in English, an English or Turkish translation of the diploma from sworn translation office should be provided)
- Proof of Accreditation (the original proof of recognition has to be obtained from Ministry of Education in Turkish Republic or from the Turkish Embassy in the home land if available)
- Original transcript of records (if not in English, an English or Turkish translation of the diploma from sworn translation office should be provided)
- Passport (original)

- Decont of the tuition fee
- Six photos (4.5 cm x 6 cm)

2.4 Proof of Accreditation

Proof of Accreditation document can be received from Ministry of Education in Turkey. The students need to submit the original high school diploma, transcript of records, the application form (will be filled out there), the passport copy and the residence permit. For the new incoming students who have no residence permit, the students need to have applied for an appointment for a residence permit and take a print-out of the appointment with themselves to the Ministry of Education to demand the proof of accreditation. International Students Unit Staff will guide you at each step.

2.5 Residence Permit

All students have to apply for a student visa* from the closest Turkish Consulate through the admission letter they receive from the University before entering Turkey.

*The visa-exempt countries whose citizens do not require any Visas are listed on the following link;

<http://www.mfa.gov.tr/visa-information-for-foreigners.en.mfa>

After the students come with their student visa, they have to register officially by submitting the original documents required for registration. In the same day, our staff will be helping STUDENTS to take the online-appointment for residence issues at Security Department.

Students need to make the following documents ready to apply for a residence permit on their appointment date;

1. Student Proof (from Student Affairs)
2. Print-out of Residence Declaration (to be made at International Students Unit)
3. Copy of passport and student visa
4. Passport size photos
5. Insurance Policy

STUDENTS NEED TO RENEW THEIR RESIDENCE PERMIT 60 DAYS BEFORE THE EXPIRY DATE OTHERWISE YOU WILL BE DEPORTED!

**** Keep the reference number written on the top of the appointment form in case of the lose of the appoinment papers, Students can find the appointment only with that reference number.***

*****Don't forget the appointment date otherwise taking another appointment date can last months.***

****** The country should never be left before getting the residence permit; otherwise another student visa has to be taken and the process will be very difficult.***

******* Students can have their own bank account only after getting the residence permit.***

********Students have to register their mobile in 15 days otherwise the mobile is locked.***

2.6 Medication

Health Insurance Policy is compulsory for international students to have a residence permit and to get officially enrolled at Istanbul Kültür University. You can visit a doctor within the list of hospitals given by the insurance company and benefit from the discounts the others provide.

Bring a supply of medications you take regularly. You may or may not find what you need in local pharmacies. While many pharmacies sell basic items for colds, headaches, or stomach-aches, you must see a doctor and get a prescription for many stronger medications. Ataköy Campus has full-time doctor and nurses on duty that offer their services free of charge.

2.7 Insurance

All students registering at the Security Department for residence purposes must have an insurance policy. We strongly recommend the students to do the insurance when they come to Turkey since it will be hard to figure out whether the insurance policy bought at home country is valid for the hospitals in Turkey or not. We have connections with insurance companies that we are working with and will help you with this when you come and register.

The average discounted price of the insurance policy for a year is 500 TL that has to be paid cash in advance (200 \$). Thus you will be able to be examined by a doctor anytime you feel ill or in case of any kind of operation your expenses will be covered. We will tell you the list of the private hospitals when we make the insurance policy. Below please find the assurance limits.

ASSURANCE		VALID AT B CLASS INSTITUTIONS	
OUTPATIENT TREATMENT		ASSURANCE LIMITS	
DOCTOR	Annual	60%	2.000 TL
MEDICINE			

RONTGEN (MONITORING)			
LABAROTORY			
MODERN DIAGNOSIS METHODS			
PHYSIOTHERAPY AFTER AN OPERATION (20 SEANCE)			
CONDUCTIVE MEDICAL MATERIALS		60%	2.000 TL
INPATIENT TREATMENT			
OPERATION	Annual	100%	Unlimited
HOSPITAL OR DOCTOR OUT OF AGREEMENT	Per Case		TTB
TREATMENT AT HOSPITAL	Annual		Unlimited
ARTIFICIAL LIMBS	Annual		5.000 TL
CHEMOTHERAPY RADIOTHERAPHY DIALYSIS	Annual		Unlimited
MINOR SURGICAL/ INTERVENTION	Annual		Unlimited
ROOM FOOD ACCOMPANIMENT (180 DAYS ANNUALLY)	Annual		Unlimited
INTENSIVE CARE (90 DAYS ANNUALLY)	Annual		Unlimited
GROUND AMBULANCE	Per Case		Unlimited
REHABILITATION	Annual		5.000 TL
TEETH PROBLEMS AFTER TRAFFIC ACCIDENT	Annual		Unlimited
PHYSIOTHERAPY AFTER AN OPERATION (20 SEANCE)	Annual		Unlimited
MEDICAL CARE AT HOME (UP TO 60 DAYS)	Annual		Unlimited

2.8 Payment

Payment is another important issue for students. Students are to pay 1/5 of the tuition fee to get admission letter, with that admission letter they have to take a student visa and arrive at Turkey. On their final registration they are asked to bring original required documents and the second installment. Accounting department prepares a payment plan for students; the remaning money is divided into three. The last payment date is to be 15th of January. If the installments are not paid on time, daily interest is applied to the main debt. Moreover,

registering for the spring term will not be possible and the students will not be able to take the final exams in case the installments are not paid.

2.9 Scholarships

2.9.1 Grants for needy registered students:

These are grants provided in accordance with measures determined by Grant Evaluation Commission of İstanbul Kültür University for our students in need of economic support.

2.9.2 Merit Scholarships:

These are grants for our students who are registered at associate or bachelor's degree programs upon their academic performance. Non-scholarship students who have taken at least a minimum curriculum course load and attained a grade point average of 3.5 or above for one academic year are eligible to receive a merit scholarship for the following academic year if they are ranked first among all non-scholarship students in their department. Merit scholarships provide partial tuition waiver, depending on the rank of the student.

2.9.3 Sports Grants:

If any of our students is an active member of national team in any sports, 25% discount in tuition fee; if the student takes part in one of our school teams, 10% discount in tuition fees is applied. This discount covers the academic year in which the student takes part in our school teams.

2.10 Transportation Card

Students can apply online for student transportation card from the following website;

<http://skart.iett.gov.tr/Eng/Online-Appointment.aspx>

They need to take the appoinmen from the closest branch office.

Required Documents;

- Student document taken from student affairs three days before the appointment date.
- Original Passport and Passport Copy.
- Valid student visa or Residence Permit.
- One photo
- 10 TL application fee

PART 3: ACADEMIC REGULATIONS AND RULES FOR STUDENTS

3.1 Re-registration

Students must re-register on the dates stated in the academic calendar at the beginning of each academic year/semester. Students are solely responsible for their own re-registration. Students who fail to re-register may not take advantage of the student's rights, such as obtaining student proof, for the period in which they are unregistered. Students who fail to re-register on the dates stated in the academic calendar and whose excuses are not accepted by the respective board may not use the SAP and Orion systems even if they have paid the tuition fee.

Re-registration is not allowed if students have debt or residence permit problem. They can solve the residence permit problem with taking an appointment for it, or writing a petition to student affairs, yet the financial problem can not be solved before paying the debt.

3.2 Selecting Lessons

1. Students need to complete their final registration or re-registration.
2. They need to take their user name and passport from Information Technologies Office (5th Floor) with their student number (for new registered students).
3. With that user name and passport they need to select lessons Sap Orion system.
4. Lastly, they need to see their advisor to confirmation.

**Students can select their lessons on the system and see their advisor for confirmation.*

The courses within associate degree programs or undergraduate programs are of two types: compulsory and elective. Requirements of elective courses in a program and the courses that are available are indicated in the programs.

A course which must be taken and passed before another course is called the pre-requisite of that course. Pre-requisite courses are indicated in the curriculum.

Students must take the advisor's recommendation when selecting the courses and obtain the advisor's approval after he/she selects the courses. The courses which are not approved by the student's advisor are deemed as not selected even if they are shown in SAP-ORION System as selected.

3.3 Attendance

Students must attend the courses, laboratory classes and practices, all kinds of examinations and other practices required by the instructors in accordance with the principles and procedures determined by the respective faculty or graduate school. The rules regarding the

attendance are included in the curriculum and announced at the beginning of semester by the instructor and the attendance records of students are kept pursuant to those rules.

3.4 English Preparatory Class

At least % 84 attendances is obligatory for English Preparatory class, if the student exceed that limit, he/she loses the change of attending the proficiency exam at the end of the semester.

3.5 Summer School

Students can take those lessons from which they fail at Fall and Spring terms on the condition that they are allowed for summer school. In order for a course to be included in the Summer Education Program, at least 5 undergraduate students or at least 3 associate degree students must have selected such course. However, such condition is not sought for the students who will be able to graduate owing to the courses to be taken during the summer education. Moreover, Students can attend summer school to take courses from the following year according to some regulations. They should contact with the Student Affairs to learn the regulations. Registrations can be done online with the UNİPASS user name and passport given by Automation System of the University. The fee of Summer school is calculated according to their credits.

3.6 Cheating

In case it is doubted that a student cheats or attempts to cheat in examinations, assignments or other assessment activities, plagiarises or commits a similar violation set out in the applicable disciplinary regulations, a disciplinary proceeding is launched against the student. A student who is found guilty receives disciplinary punishment and his/her grade for respective activity is deemed zero. Exam paper of a student who is found innocent is assessed or a make-up examination or activity is offered.

3.7 Course withdrawal

Students can drop a course and a new one with making a written application to the head of respective department to get approval for course withdrawal. Applications are concluded by respective departments and notified to the Student Affairs Department within three days. However, there are certain dates of add and drop, so they need to check the Academic Calendar.

3.8 Grading Scheme

Students are granted one of following letter grades and/or symbols by instructor of the course for each academic year they are enrolled.

A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F
4.0	3.7	3.3	3	2.7	2.3	2.0	1.7	1.3	1.0	0.7	0.0

G: Not sat for semester-end exam	P: Course continues
R: Repeated	E: Incomplete semester studies
T: Transfer	V: Withdrawal

Student who got one of A, A-, B+, B, B-, C+, C grades as success grade, shall be considered as being succeeded that course. Student who got one of C-, D+, D, D- grades for a course, shall be considered as being succeeded that course conditionally. In the event that student must repeat the semester in which he got these grades, student shall be considered as being failed these courses. Student who got F grades for any course shall be considered as failed that course. Student who attended but not succeeded the course is granted F grade. Procedures and principles applicable to enrollment, education and examinations carried out at the level of bachelor's degree and associate degree have been determined by Regulations of Istanbul KulturUniversity Associate Degree and Bachelor's Degree Education.

3.9 Graduation Requirements

Student should get minimum 2.00 grade point average over 4.00 to complete successfully all courses (total ECTS corresponds to 240 credits) included to the program. Students have to take those lessons which are F and conditional pass grades(C-,D,D-),if their both(Fall and Spring terms) Cumulative Grade Points are below 2.00

3.10 Objections to the Grades

Students have right to object the exam grades and achievement grades. They can apply to Student Affairs for it. Student Affairs send the petitions to the relevant departments. Entering and individually approving grade changes based on decisions of faculty and Vocational School Executive Boards.

3.11 Make-up exams

Only those students who have F and conditional pass grades(C-,D,D-) from Final exams can attend Make-up Exams.

3.12 Freezing or Registration Withdrawal

There are certain dates for freezing semester, students can follow the dates on Academic Calender through main web page (www.iku.edu.tr/fs). If you could not catch up the freezing dates, you will have no right to freeze the semester.

There are certain steps for Registration Withdrawal;

- You will collect withdrawal form from student affairs, and fill the form.
- You will collect mentioned signs from the departments of the University.
- You will write a form for Accounting.
- You will submit your student card to Student Affairs.

Registration withdrawal lasts 15 days that means you can not expect getting your original documents and withdraw from the University before 15 days.

Residence permits are canceled when both freezing and withdrawal completed.

If the students withdraw from the University after a little time from registration they are to complete $\frac{1}{4}$ of the tuition fee.

3.13 Changing Department

Each student has a right to chance his/her department just once. The condition is; the student has to complete two semesters, after completing two semesters he/she can change. If a student has a discount, his/her discount is canceled at the time of changing department. The process of changing department lasts 15 days, so students should make their decision earlier in order not to be in hard situation.

3.14 Transferring

The transcript of records and the course descriptions have to be submitted, however the decision from which courses the student will be exempt is taken by the Head of Department **only after registration**. Hence we can not guarantee in advance from which class the student starts or which courses will be accounted.

3.15 Double Major–Minors Programs

3.15.1 Double Major

Istanbul Kültür University gives a chance to do a Double Major Program to its successful students. The students ,who have been successful in their lessons, can have Associate degree or Undergraduate degree in one of the programs that is different from the student's own department The students, who have succeeded in Double Major Program and have the right to get two Associate/Undergraduate degrees, are given two Associate/Undergraduate Degree diploma. In addition, starting from 2003, our students have been able to study at various EU universities due to the students' exchange agreements. The courses taken during extramural student term are valid for graduation from IKU.

3.15.2 Minor Program

Our students can partially participate in another department's education that has similar subjects with the student's own department. The students who have succeeded in both Major and Minors Program are given both Associate/Undergraduate Degree diploma and Minor Degree/Associate Degree certificate.

3.16 The right to Continue with Graduate Degree before Graduation

When the IKU undergraduate degree students are in the final year of their studies, they can select 3 graduate degree classes from Social Sciences Institute and Science Institute in addition to their total class load.

If these students continue with their Master's degree, the three classes taken during the undergraduate term would count towards their Master's degree. In this case, they can graduate in three terms instead of four.

Moreover, students can take these 3 graduate degree classes as electives that also count towards their undergraduate program; thus, there is unity between undergraduate and graduate programs.

3.17 Internationalization

More than %6 of the students enrolled at IKU are international students, either full time or exchange, coming from approximately 70 different countries all over the world. Furthermore IKU's number of incoming exchange students is more than the number of outgoing exchange students.

At IKU, international networking is mainly organized by European and International Center (EIC). Special emphasis is given to cooperation agreements with universities abroad. IKU has

more than 210 agreements (exchange, double degree, 2+2 Degree Completion -for Vocation School Students- agreements) with more than 130 partner universities in 5 continents.

IKU has an Erasmus Charter and ECTS label that provides IKU students become Exchange students either by doing an internship abroad or studying at one of IKU's international partner universities.

Besides IKU is actively involved in the FARABI exchange program which enables students to study one or two semesters at another Turkish University.

Furthermore, EIC gives consultation to students interested in EU funded Youth Projects either to create their own project or to become a part of it. EIC also organizes info seminars, work shops with that respect.

Last but not least, IKU also offers Tandem and Buddy Programs for all students. Buddy Program pairs newly arrived international Students with volunteered IKU Students. Tandem is a voluntary language partnership programme and this programme not only provides international students with an opportunity to learn the language but also to get familiar with the culture of the host students' country.

PART 4: STUDENT LIFE

4.1 Facilities

IKU's facilities include outdoor sports fields, the Kulturium Lounge (with chess, back – gammon, billard, TV and music), libraries, electronic libraries, wireless internet access, a variety of cafes and restaurants, a beauty parlor, computer labs, studios, an infirmary, dormitories and a bank branch. Furthermore, there are more than 30 student clubs available: Astronomy, Chess, Bridge, Music, Dancing, Drama, Photography, Folklore, Erasmus Club... etc. Moreover, the university owns three dormitories, one for male students and two for female students. Moreover, there are agreements between the University and some private dormitories.

4.2 Accommodation

The student dormitories of the Istanbul Kültür University aim to enable students to be successful in their education by means of providing them with a clean, comfortable, and secure environment that has everything one might need for studying and living. Social and cultural activities that are organised at the dormitories contribute to the students' success.

Our dormitories are located nearby Şirinevler Campus and a 15 minute walk away from Ataköy Campus. For students' convenience, there is a shuttle service between the campuses every 20 minutes.

Please get in touch with our staff (yob@iku.edu.tr) to reserve a room since we can not guarantee any place after 1st July.

If you are looking for a flat, you can write on our facebook page and connect to one of our students looking for a flat-mate.

The name of the facebook group page is **Istanbul Kültür University International Students Forum**.

4.3 Libraries

The university has two libraries, one in Ataköy Campus and one in Şirinevler Campus, stacked with a collection of 15,000 printed volumes and 150 periodicals. Thanks to the university's membership in the academic publishing and research systems of EBSCO, Springer and ScienceDirect, all academic staff, lecturers and students can access and keep up with worldwide academic research and developments on a daily basis.

4.4 Student Organizations

4.4.1 The Student Council

The Student Council is a body of elected students involved in identifying and representing the needs and perspectives of the undergraduate and graduate community, and facilitating communication between the students and the university administration. The president of the Council participates in University Senate or Board meetings as a non-voting member upon the invitation of the Rector. Elections are held once a year, on a date set through consultation with faculty deans. Students campaigning to represent a faculty or school must announce their candidacy at least a week before the election. A majority vote is required for a successful bid.

The Student Council is the general assembly of the representatives of each faculty and vocational school. Council members elect the Executive Committee composed of the president, one or more vice-presidents and a secretary general.

4.4.2 Student Clubs

Istanbul Kültür University's Student Clubs offer students the possibility to participate in a wide range of activities depending on their personal interests such as an International Student Club which helps students for orientation and other facilities.

5.1 CONTACTS

Address: Istanbul Kültür University, Ataköy Campus, 5th Floor, Room: 5B 02 Bakırköy, 34156 Istanbul – Turkey

Phone: +90212 498 4466/4612

Fax: +90(0)212 498 4306

E-mail: yob@iku.edu.tr

Web: <http://www.iku.edu.tr/ENG/4/283413/international-students-unit.html>