



KOÇ UNIVERSITY

Diploma Supplement



Diploma No : [REDACTED]

Diploma Date : 25/01/2013

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This diploma supplement follows the model developed by the European Commission, Council of Europe and UNESCO/CEPES. The purpose of the supplement is to provide sufficient independent data to improve the international "transparency" and fair academic and professional recognition of qualifications (diplomas, degrees, certificates, etc.). It is designed to provide a description of the nature, level, context, content and status of the studies that were pursued and successfully completed by the individual named on the original qualification to which this supplement is appended. It should be free from any value judgments, equivalence statements or suggestions about recognition. Information in all eight sections should be provided. Where information is not provided, an explanation should give the reason why.

1. INFORMATION IDENTIFYING THE HOLDER OF THE QUALIFICATION

- 1.1. Family Name(s) : [REDACTED]
- 1.2. Given Name(s) : [REDACTED]
- 1.3. Date of birth (day/month/year): [REDACTED]
- 1.4. Student identification number or code (if available): [REDACTED]

2. INFORMATION IDENTIFYING THE QUALIFICATION

- 2.1. Name of the qualification and (if applicable) title conferred (in original language):
İşletme, Lisans
- 2.2. Main field(s) of study for the qualification:
Business Administration
- 2.3. Name and status of awarding institution (in original language):
Koç Üniversitesi; Vakıf Üniversitesi
- 2.4. Name and status of institution (if different from 2.3) administering studies (in original language):
Same as 2.3.
- 2.5. Language(s) of instruction/examination:
English

3. INFORMATION ON THE LEVEL OF THE QUALIFICATION

- 3.1. Level of qualification:
First Cycle (Bachelor's Degree)
- 3.2. Official length of programme:
4 years (excluding one year of English preparatory school), 2 semesters per year, 17 weeks per semester.
- 3.3. Access requirement(s):
 - High school diploma
 - Placement through a nation-wide Student Selection and Placement Examinations
 - Certificate of English Proficiency

4. INFORMATION ON THE CONTENTS AND RESULTS GAINED

- 4.1. Mode of study :
Full-time

- 4.2. Programme requirements:

The Bachelor's Degree is awarded to students who have successfully completed all courses and requirements in the curriculum, and have obtained 240 ECTS credits and a cumulative grade point average of at least 2.00 on the scale of 0 to 4.00.

The objective of the Business Administration program is to provide a well-rounded education by building upon student's broad foundation in the liberal arts and by investigating major functional areas of business activity. The program aims to provide the knowledge, skills, and abilities needed to become an effective manager in a variety of organizational settings.

The student who graduates with a major in Business Administration will be able to:

- Assess ethical, social, and economic and financial issues as related to their organizations,

- Apply managerial skills and knowledge to various management situations,
- Formulate and implement creative and effective solutions to real world management problems,
- Function in multi-disciplinary teams and take initiatives,
- Communicate clearly and effectively in their professional environment about problems, approaches and solutions.

4.3. Programme details (e.g. modules or units studied) and the individual grades/marks/credits obtained :

Code	Code Name	Course Category	KU Credit	ECTS Credit	Grade
Semester 1					
COMM. 101	BASIC ACADEMIC WRITING	Required	0.0	0.0	F
COMP. 100	COMP. APPL.	Required	3.0	6.0	B
MATH. 101	FINITE MATHEMATICS	Required	3.0	6.0	C
SCIE. 103	LIFE SCIENCES	Required	4.0	6.0	C
SOCI. 100	INTRO SOCI:UNDERS SOCIETY	Required	3.0	6.0	D+
Semester 2					
COMM. 101	BASIC ACADEMIC WRITING	Required	0.0	0.0	F
ECON. 200	PRINCIPLES OF ECONOMICS	Required	3.0	6.0	D+
MATH. 102	CALCULUS	Required	0.0	0.0	F
PSYC. 100	PSYCHOLOGY	Required	3.0	6.0	C
TURK. 100	TURKSH-SPEECH&COMPOSITION	Required	4.0	6.0	D+
Semester 3					
ACCT. 201	FINANCIAL ACCOUNTING	Required	3.0	6.0	C-
TURK. 100	TURKSH-SPEECH&COMPOSITION	Required	0.0	0.0	B
Semester 4					
CIVL. 201	WORLD CIVILIZATIONS	Required	0.0	0.0	F
COMM. 101	BASIC ACADEMIC WRITING	Required	3.0	6.0	C-
MATH. 102	CALCULUS	Required	4.0	6.0	B
MATH. 201	STATISTICS	Required	0.0	0.0	F
MKTG. 201	MARKETING MANAGEMENT	Required	0.0	0.0	F
Semester 5					
BLAW. 202	BUSINESS LAW	Required	3.0	6.0	C+
CIVL. 201	WORLD CIVILIZATIONS	Required	3.0	6.0	D
COMM. 102	ADVANCED ACADEMIC WRITING	Required	3.0	6.0	C
MATH. 201	STATISTICS	Required	3.0	6.0	C-
MKTG. 201	MARKETING MANAGEMENT	Required	0.0	0.0	F
Semester 6					
ECON. 201	INTERMEDIATE MICROECON	Required	3.0	6.0	C
MUSC. 200	INTRODUCTION TO MUSIC	Elective	3.0	6.0	A-
Semester 7					
ACCT. 202	MGMT ACCOUNT	Required	3.0	6.0	D+
ARTS. 359	S T ARTS:DAN GEN&SEXUALIT	Elective	3.0	6.0	C
HIST. 215	MODERN EUROPEAN HISTORY	Required	3.0	6.0	D
MFIN. 202	INTRO FINANCIAL MGMT	Required	3.0	6.0	C-
MKTG. 201	MARKETING MANAGEMENT	Required	3.0	6.0	C+
Semester 8					
HIST. 301	THE TURKISH REVOLUTION I	Required	0.0	0.0	F
LITR. 101	INTRODUCTION TO GENRE	Elective	0.0	0.0	W
MGIS. 301	MGMT INFO SYS	Required	3.0	6.0	B-
MKTG. 302	CONSUMER BEHAVIOR	Elective	0.0	0.0	F
OPSM. 301	OPERATIONS MANAGEMENT	Required	3.0	6.0	D
QMBU. 301	QUANT. METHODS IN BUS.	Required	3.0	6.0	D
Semester 9					
HIST. 301	THE TURKISH REVOLUTION I	Required	0.0	0.0	F
LITR. 270	WOMEN IN TURK NOVEL	Elective	3.0	6.0	C+
MAVA. 210	PHOTOGRAPHY: BASIC TECH	Elective	0.0	0.0	F
MGEC. 330	INDUSTRIAL ORG.	Elective	3.0	6.0	D
MGMT. 454	S T MGMT:ENTRP&NEW VEN.DV	Elective	3.0	6.0	C
MKTG. 303	ADVERTISING AND PROMOTION	Elective	3.0	6.0	C
Semester 10					
ASIU. 100	LITR AND THE SOCIAL WORLD	Required	3.0	6.0	C+
HIST. 301	THE TURKISH REVOLUTION I	Required	3.0	6.0	D
HIST. 302	THE TURKISH REVOLUTION II	Required	0.0	0.0	F
LITR. 208	CONTEMP. TURKISH POETRY	Elective	3.0	6.0	C+

MGIS. 410	ELECTRONIC COMMERCE MNGT	Elective	3.0	6.0	B+
MKTG. 450	S T MKTG:BRA.VAL.CREA&MAX	Elective	3.0	6.0	A
Semester 11					
HIST. 302	THE TURKISH REVOLUTION II	Required	0.0	0.0	F
TLIT. 204	TURKISH NOVEL	Elective	3.0	6.0	C+
TLIT. 217	MODERN & GENDER TUR LIT	Elective	3.0	6.0	C-
Semester 12					
HIST. 302	THE TURKISH REVOLUTION II	Required	3.0	6.0	C-
MGIS. 490	INDEPENDENT STUDY	Elective	3.0	6.0	B+
MGMT. 450	S T MGMT:STRAT. MGMT	Elective	3.0	6.0	D
	CREDITS TRANSFERRED		6.0	12.0	
Total Credits :			123.0	240.0	
Cum. GPA : 2.04 out of 4.00					

4.4. Grading scheme and, if available, grade distribution guidance:

The official University grading system uses letter grades with pluses and minuses. Passing grades range from A to D; F is failure. The quality-point equivalents of the letter grades in the scale of 0 to 4.00 are given below :

GRADE	POINTS	GRADE	POINTS
A + Superior+	4.0	C+ Average+	2.3
A Superior	3.7	C Average	2.0
A - Superior-	3.3	C- Average-	1.7
B+ Above Average+	3.0	D+ Deficient+	1.3
B Above Average	2.7	D Deficient	1.0
B- Above Average-		F Failure	0

Other grades used are S (Satisfactory), U (Unsatisfactory), I (Incomplete), T (Transfer), R (Repeating the course), L (On leave), W (Withdraw), AP (Advanced Placement) and AU (Audit). These grades do not have quality-point equivalents.

S, U: 'S' is accorded to the students who successfully meet all the requirements in a course. 'U' is accorded to the students who are unsuccessful in a course by not meeting the requirements. Such courses are designated in advance that the only grades will be 'S' or 'U'.

I: Given to the students who fail to meet major course requirements such as final examinations, term papers, and/or projects, on time.

Such incompleteness must be remedied by the deadline set by the course instructor. However, this deadline cannot be later than the beginning of the following semester. The grade of a student who fails to meet the course requirements by the deadline shall be converted to 'F'.

T: Reflects approved transferred courses from other universities.

R: In case a student receives an 'F' grade on a required course, he/she must repeat the course the next semester it is offered.

Electives, in which a student receives an 'F', may be replaced with other electives compatible within the programme.

L: Given to students who remain registered while not attending classes in a particular fall or spring semester.

W: Students may withdraw from a course due to a reason approved by the advisor. Deadlines for withdrawals are announced in the Academic Calendar.

AP: Excused from the course, is not included in the total credit required for graduation from the programme.

AU: Given to students who attend classes that are not included in the total credit required for graduation from the programme.

4.5. Overall classification of the qualification (in original language):

Not applicable

5. INFORMATION ON THE FUNCTION OF THE QUALIFICATION

5.1. Access to further study:

May apply to second cycle programmes.

5.2. Professional status (if applicable):

This degree enables the holder to exercise the profession.

6. ADDITIONAL INFORMATION

6.1. Additional information:

The Registrar's Office e-mail: registrar@ku.edu.tr

6.2. Further information sources:

University web site : www.ku.edu.tr

Koç University Catalogue for Undergraduate and Graduate Programmes

(published annually and accesible from www.ku.edu.tr)

Office Of International Programs: www.oip.ku.edu.tr

The Council of Higher Education web site : www.yok.gov.tr

The Turkish ENIC-NARIC web site: <http://enic-naric.net/index.aspx?c=Turkey>

7. CERTIFICATION OF THE SUPPLEMENT

- 7.1. Date: 06/03/13
7.2. Name and Signature: Zafer Gürelli
7.3. Capacity: Registrar
7.4. Official stamp or seal:

8. INFORMATION ON THE NATIONAL HIGHER EDUCATION SYSTEM

Structure and Degree System

The basic structure of the Turkish National Education System consists of stages of noncompulsory pre-school education; compulsory primary (elementary and middle school) and secondary (high school) education; and higher education. Primary education begins at the age of 5.5 (66 months), lasts eight years and comprises elementary and middle school education, four years each. Secondary education is also four years and divided into two categories as "General High School Education" and "Vocational and Technical High School Education". The entry into these categories is through composite scores obtained from a centralized exam for secondary schools.

Higher education system in Turkey is managed by the Council of Higher Education (CoHE, Yükseköğretim Kurulu-YÖK) which is an autonomous public body responsible for the planning, coordination, governance and supervision of higher education within the provisions set forth in the Constitution of the Turkish Republic and the Higher Education Law. Both state and non-profit foundation universities are founded by law and subjected to the Higher Education Law and to the regulations enacted in accordance with it.

Higher education in Turkey comprises all post secondary higher education programmes, consisting of short, first, second, and third cycle degrees in terms of the terminology of the Bologna Process. The structure of Turkish higher education degrees is based on a two-tier system, except for dentistry, pharmacy, medicine and veterinary medicine programmes which have a one-tier system. The duration of these one-tier programmes is five years (300 ECTS) except for medicine which lasts six years (360 ECTS). The qualifications in these one-tier programmes are equivalent to the first cycle (bachelor's) plus second cycle (master's) degree. Undergraduate level of study consists of short cycle (associate's)-(önlisans derecesi) and first cycle (bachelor's)-(lisans derecesi) degrees which are awarded after successful completion of full-time two-year (120 ECTS) and four-year (240 ECTS) study programmes, respectively.

Graduate level of study consists of second cycle (master's)-(yüksek lisans derecesi) and third cycle (doctorate)-(doktora derecesi) degree programmes. Second cycle is divided into two sub-types named as master without thesis and master with thesis. Master programmes without thesis require 60 to 90 ECTS credits and consist of courses and a semester project. 60 ECTS non-thesis master programmes are exceptional, and exist in a few disciplines. The master programmes with a thesis require 90 to 120 ECTS credits, which consists of courses, a seminar, and a thesis. Third cycle (doctorate) degree programmes are completed having earned a minimum of 180 ECTS credits, which consists of completion of courses, passing a proficiency examination and a doctoral thesis. Specialization in medicine, accepted as equivalent to third cycle programmes are carried out within the faculties of medicine, university hospitals and the training hospitals operated by the Ministry of Health.

Universities consist of graduate schools (Institutes) offering second cycle (master's) and third cycle (doctorate) degree programmes, faculties offering first cycle (bachelor's degree) programmes, four-year higher schools offering first cycle (bachelor's) degree programmes with a vocational emphasis and two-year vocational schools offering short cycle (associate's) degree programmes of a strictly vocational nature.

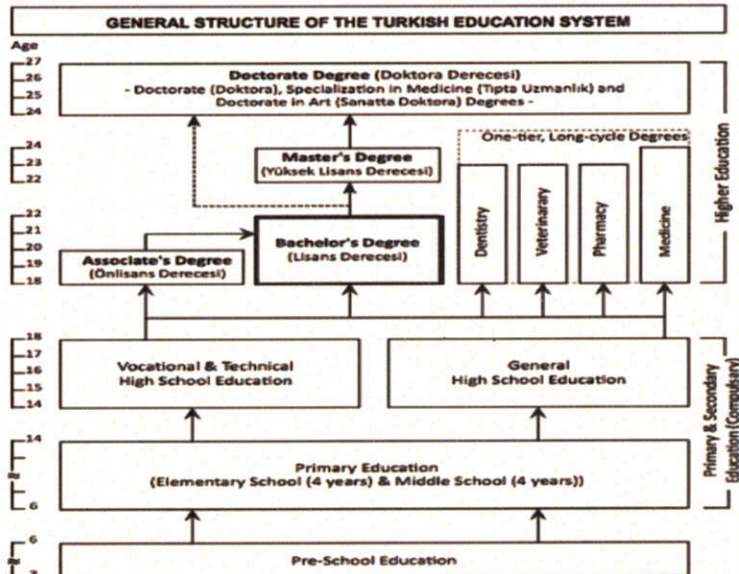
Since 2003, first cycle degree holders may apply directly to third cycle (doctorate) programmes if their performance at the first cycle degree level is exceptionally high and their national central Graduate Education Entrance Examination (ALES) score is also high and their application is approved. For these students, theoretical part of the programmes requires additional courses of 60 ECTS credits.

Admission of national students to short and first cycle degree programmes is centralized and based on a nationwide one /two-stage examination(s) conducted by an autonomous public body (Assessment, Selection and Placement Centre-ÖSYM). Candidates gain access to institutions of higher education based on their composite scores consisting of the scores on the selection examination and their high school grade point averages. Admission to graduate programmes is directly conducted by the higher education institutions (HEIs) within the frameworks of the publicly available national and institutional regulations. Admission of foreign students to programmes at all levels of higher education can be done by direct applications of candidates to HEIs based on publicly available national and institutional regulations.

The Turkish National Qualifications Framework for Higher Education (TYYÇ): The National Qualifications Framework for Higher Education in Turkey (TYYÇ) developed with reference to the QF for European Higher Education Area and the EQF for lifelong learning was adopted by the CoHE in 2010. The framework has been developed as a part of a single national qualifications framework, which would eventually consists of 8 level national framework covering all levels of educations on completion of the ongoing work at the national level, in which the higher education levels lie on levels between 5 to 8. The levels of the TYYÇ with reference to the European overarching qualifications frameworks as well as that to ECTS credits and student workload are shown below.

TYYC LEVELS, QUALIFICATIONS TYPES AND ECTS CREDITS

Higher Education Levels/Cycles			AWARDS/ DEGREES	LENGTH (Year)	TOTAL ECTS CREDITS (Year x 60 ECTS)	TOTAL STUDENT WORKLOAD (h) (1 ECTS= 25-30h)
QF- EHEA	EQF- LLL	TYYC LEVELS				
3	8	8	Doctorate Specialization in Medicine Doctorate in Art	3 (min.)	180 (min.)	4.500 – 5.400
2	7	7	Master's Degree	1-2	60 - 120	1.500 – 3.600
1	6	6	Bachelor's Degree	4	240	6.000 – 7.200
Short Cycle	5	5	Associate's Degree	2	120	3.000 – 3.600



NB----Since 2003, the Bachelor's degree holders whose performance at Bachelor's level is exceptionally high can enlist directly to the Doctoral level programmes.