

İSTANBUL ŞEHİR UNIVERSITY
FACT SHEET
2018-2019 ACADEMIC YEAR



İSTANBUL ŞEHİR UNIVERSITY FACT SHEET 2018 / 2019 ACADEMIC YEAR

Name of the Institution	İstanbul Şehir University
Acronym	ŞEHİR
ERASMUS Code	TR ISTANBU33
ECHE Number	259930-EPP-1-2014-1-TR-EPPKA3-ECHE
Website	http://www.sehir.edu.tr

CONTACT DETAILS

Erasmus+ Institutional Coordinator	Prof. Tufan Buzpınar Tel: + 90 444 40 34 E-mail: erasmus@sehir.edu.tr
Contact for Erasmus+ Incoming and Outgoing Staff Mobility	Ms. Gülden BULUT Tel: + 90 444 40 34 E-mail: erasmus@sehir.edu.tr
Contact for Erasmus+ Incoming and Outgoing Students (Student/Traineeship Mobility)	Ms. M. Aysu OZER Tel: + 90 444 40 34 E-mail: erasmus@sehir.edu.tr
Contact for Erasmus+ International Credit Mobility Projects (Incoming and Outgoing Students/Staff) and International Partnerships	Ms. Gülden BULUT Mr. Okan MERGEN Tel: + 90 444 40 34 For Erasmus+ ICM project: erasmus@sehir.edu.tr For International Partnerships: global@sehir.edu.tr
Postal Address	İstanbul Şehir Üniversitesi, Orhantepe Mahallesi, Turgut Özal Bulvarı No:21, 34865 Dragos,Kartal/ İstanbul/ Turkey

ACADEMIC CALENDAR

Fall Semester Dates

Announcement of the Course Lists	10 September 2018
Official Arrival Dates	16 October 2018
Orientation Days	19-21 September 2018
Teaching Period	24 September 2018 - 28 December 2019
Last Day to Submit Final Learning Agreement	19 October 2018
Final Registry to the Courses	1-4 October (add/drop) 19 November 2018 (last day)
Announcement of Final Exams Schedule	24 December 2018
Final Exams	2-16 January 2019 (including week-ends)
Official Holidays	Republic Day: 28 October & 29 October 2018 New Year's Eve: 1st January 2019

Spring Semester Dates

Announcement of the Course Lists	21 January 2019
Official Arrival Dates	1 February 2019
Orientation Day	4 February 2019
Teaching Period	4 February - 10 May 2019
Last day to Submit Final Learning Agreement	11-14 February 2019 (add/drop) 1 March 2019 (last day)
Final Registry to the Courses	1 March 2019
Announcement of Final Exams Schedule	29 April 2019
Final Exams	13 - 26 May 2019 (including week-ends)
Official Holidays	<ul style="list-style-type: none"> • National Sovereignty and Children's Day: 23 April 2019 • Labor and Solidarity Day: 1 May 2019 • Commemoration of Atatürk, Youth and Sports Day: 19 May 2019

Application Deadlines

Fall Semester Deadline	15 August
Spring Semester Deadline	15 December

ACADEMIC INFORMATION																																														
Language of Instruction	Language of instruction can be checked from here.																																													
Course lists & Descriptions	For the course lists and descriptions for undergraduate and graduate studies, you can visit the academics webpage , or you may contact the Erasmus Departmental Coordinator of your department.																																													
Erasmus Departmental Coordinators	Each department has an academic coordinator helping exchange students with their academic issues and concerns. You can check the list of Erasmus departmental coordinators from here .																																													
Course Registration	Registration to the courses will be made by the Student Affairs after the submission of the final learning agreement (LA) to the International Relations Office. The sooner you submit the LA, the faster your registration will be completed and you will have access to the course materials from the Learning Management System (LMS).																																													
Grading System	<table border="1"> <thead> <tr> <th>Final Grade</th> <th>Co-efficient</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>A+</td> <td>4.10</td> <td>Extraordinary</td> </tr> <tr> <td>A</td> <td>4.00</td> <td>Excellent</td> </tr> <tr> <td>A-</td> <td>3.70</td> <td>Very Good</td> </tr> <tr> <td>B+</td> <td>3.30</td> <td>Good-Very Good</td> </tr> <tr> <td>B</td> <td>3.00</td> <td>Good</td> </tr> <tr> <td>B-</td> <td>2.70</td> <td>Good-Average</td> </tr> <tr> <td>C+</td> <td>2.30</td> <td>Above Average</td> </tr> <tr> <td>C</td> <td>2.00</td> <td>Average</td> </tr> <tr> <td>C-</td> <td>1.70</td> <td>Below Average</td> </tr> <tr> <td>D+</td> <td>1.30</td> <td>Poor</td> </tr> <tr> <td>D</td> <td>1.00</td> <td>Very Poor</td> </tr> <tr> <td>D-</td> <td>0.50</td> <td>Failing</td> </tr> <tr> <td>F</td> <td>0.00</td> <td>Unsatisfactory</td> </tr> <tr> <td>IA</td> <td>0.00</td> <td>Unsatisfactory</td> </tr> </tbody> </table>	Final Grade	Co-efficient	Description	A+	4.10	Extraordinary	A	4.00	Excellent	A-	3.70	Very Good	B+	3.30	Good-Very Good	B	3.00	Good	B-	2.70	Good-Average	C+	2.30	Above Average	C	2.00	Average	C-	1.70	Below Average	D+	1.30	Poor	D	1.00	Very Poor	D-	0.50	Failing	F	0.00	Unsatisfactory	IA	0.00	Unsatisfactory
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MySehir Student Portal and LMS	<p>As you may know you will have one month to make changes to your learning agreement. However if you can finish it earlier it would be better for your study plan, as it will enable you to access to the course materials from the online portal (LMS). You will be given an account and password to sign in to MySehir and Learning Management System (LMS) of our university.</p> <p>Once you access your MySehir Account, you will be required to fill the online "Student Identification Form" in the system. This is important for your official documentation to be issued at the end of your term at ŞEHİR.</p>																																													
PRACTICAL INFORMATION																																														
<p>Address: İstanbul Şehir Üniversitesi, Orhantepe Mahallesi, Turgut Özal Bulvarı No:21, 34865 Dragos, Kartal - İstanbul</p> <p>How to get to ŞEHİR: Please click for the link.</p>																																														
Housing Information	Students who want to stay at dormitory can fill "Dormitory Application Form"																																													
Housing Information Visa and Residence Permit Information	<p>Responsible Persons:</p> <p>Hande Eriş (female guesthouse) Tel: + 90 216 474 0860 -ext 9878 E-mail: handeeris@sehir.edu.tr</p> <p>İlyas Yıldırım (male guesthouse) Tel: + 90 216 559 9955 E-mail: ilyasyildirim@sehir.edu.tr</p>																																													
	<ul style="list-style-type: none"> • For some countries, applying to student visa is not compulsory since 2014. You can confirm this information from the web page of Turkish Consulate in your home country. If it's still compulsory for your country, please don't forget to apply for Student Visa from the Turkish Embassy/Consulate. • Erasmus students must apply for a "Short-term Residence Permit" by law. In order to obtain a residence permit, please schedule an online appointment at e-ikamet.goc.gov.tr. Applications for residence permits should be made within 30 days of arrival in Turkey. You will have to pay Residence Permit booklet fee (Currently 72 TL). • Further announcements on the Turkish residence permits can be found at Directorate of General of Migration Management. • Please click here to have more information regarding residence permit. • For the questions and concerns about entry into, stay in and exit from Turkey, you can call Communication Center for Foreigners throughout Turkey 157, from abroad +90 312 157 11 22 <p>Reminder: If you stay beyond the date your visa or residence permit expires, you will be fined at the port of exit and will be subject to a travel ban preventing you from re-entering Turkey for a period between three months to five years.</p>																																													

ACADEMIC INFORMATION

	<p>• If you have Health Insurance: Please check if it covers the below criteria: If yes, contact with erasmus@sehir.edu.tr and send your insurance (in English).</p> <p>ERASMUS Office at ŞEHİR will approve your insurance before you apply for the Residence Permit.</p>			
	CONTRACTED INSTITUTIONS		NON-CONTRACTED INSTITUTIONS*	
COVERAGE	Limit of Coverage	Contribution	Limit of Coverage	Contribution
INPATIENT TREATMENT	Unlimited	None	20,000 TL	20%
OUTPATIENT TREATMENT	2,000 TL	40%	2,000 TL	40%
Health Insurance Information	<p>*Non- Contracted Institutions: Institutions (hospitals, physicians' offices, and the other health institutions.) do not have an agreement with the insurer.</p> <p>• If you do not have any Health Insurance: You have to provide a private health insurance to get the Residence Permit. You can purchase the private health insurance from an insurance company in Turkey.</p> <p>Please also note that coverage required by Residence Permit application is not a very comprehensive one. So please feel free to have a second insurance with more comprehensive coverage from your home country especially if you have any special health conditions.</p>			
Laptop Computers	Do not forget to bring your laptop with you. Our university is a laptop university, meaning each student has his/her own laptop and there is no computer station.			
Estimated Cost of Living Per Month	<ul style="list-style-type: none"> • Accommodation (on-campus): 250 Euro /month / person • Meals (ŞEHİR Campus dining): 150 – 250 Euro / month /person • Transportation: 50 – 75 Euro / month /person • Others: 70 – 125 Euro /month /person 			
Mobile Phone Connection	<p>Basic information: Once you arrive in Turkey, there are three ways you can access mobile phone connection:</p> <ol style="list-style-type: none"> 1. Through the roaming service which allows you to use your home country's number. 2. Registering the phone you came with from your home country, then buy a simcard in Turkey. The registration costs approximately 140 TL (current price, price changes may apply). If you activate a simcard from a Turkish mobile service provider without registering your phone, it will be blocked after 120 days. 3. Buying a mobile phone and a simcard in Turkey. The simcard costs approximately 25 TL. <p style="color: #008080;">There are three main carriers for mobile phones from which you can buy your simcard:</p> <ul style="list-style-type: none"> • Turkcell • Türk Telekom • Vodafone 			
Transportation Card	<p>There are various forms of public transport available in İstanbul. The tickets can be purchased at stands next to every station having an average price of 3 Euros for a two-way trip. Weekly and monthly passes are also available at discounted prices for students.</p> <p>İstanbul Card İstanbul Card is a smart ticket offered by the state body in charge of transportation in İstanbul, İETT. You can use it to pay transportation fee on buses, ships, sea buses, metro and tunnel systems in İstanbul. Having İstanbul Card for student offers up to 50% discount in transportation.</p>			
Social Media	<p>https://twitter.com/irosehir https://www.instagram.com/sehir_international/ https://www.facebook.com/sehir.iro/</p>			



İstanbul Şehir University International Relations Office

Orhantepe Mahallesi, Turgut Özal Bulvarı No: 21, 34865 Dragos - Kartal - İstanbul

Phone: +90 44 44 0 34 **Website:** www.sehir.edu.tr **E-mail:** iro@sehir.edu.tr

Social Media:  sehir.iro  irosehir  sehir_international

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DISCLAIMER

İstanbul Şehir University does not discriminate against any individual or group of individuals on the basis of age, color, disability, gender, national origin, race, language and religion.

