

# OZYEGIN UNIVERSITY

## INTERNATIONAL UNDERGRADUATE STUDENT

### HANDBOOK 2023-2024



—ÖZYEĞİN—  
—UNIVERSITY—



# TABLE OF CONTENTS

## INTERNATIONAL OFFICE WELCOME LETTER

### BEFORE ARRIVAL 6-15

- 2023-2024 Academic Year Fact Sheet and Important Notes on Enrollment
- Documents Required for Registration
- Required Documents for Course Exemptions
- Visa to Enter Turkey
- Dorms On-Campus
- Off-Campus Housing

### ARRIVAL 16-21

- Arrival on Campus (Airports)
- Registration
- Check-in to Dorms
- Log-in to Online Systems
- Residence Permit Process and Health Insurance
- How to Open a Bank Account
- Student ID Card
- Registering Your Cell Phone
- Shuttles
- IETT Card

### ACADEMIC LIFE 22-31

- Academic Calendar
- Rules, Regulations and Disciplinary Actions
- Undergraduate Tuition & Fees
- Scholarships
- Credit System, Course Load, and Grading
- Course Registrations, Add/Drop, and Curricula
- Principles for Required Turkish Language Courses for International Students
- Principles for Modern Language Program
- Academic Honesty
- Academic Advising
- Student Services Office
- Faculty Secretaries

## LOGGING INTO CAMPUS LIFE 32-40

- Student Development and Experience at OzU
- Peer Advisors
- Orientation Program and Welcome Week
- Student Clubs
- SEC 101 – Introduction to University Course
- Counseling Services
  - 360 Advising
  - Career Consulting
  - Psychological Counseling
- Sports
- Support for Students with Disabilities
- Student Union

### CAMPUS FACILITIES 41-45

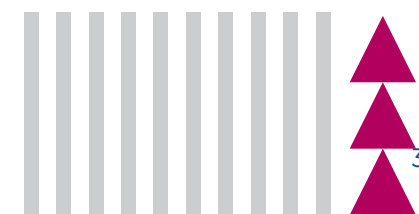
- Campus Plan and Services (Food courts, markets, ATMs, etc.)
- Access to Campus (Transportation)
- Health Center
- Library
- Copying and Printing
- PTT & University Postal Service
- Prayer Rooms
- Solution Center

### LIVING IN ISTANBUL 46-49

- Istanbul
- Public Transportation
- Food & Restaurants
- Shopping
- Cultural Attractions
- Religious Institutions

### QUICK REFERENCES 50

- International Office
- Housing Office (Dorms)
- Health Center
- Security Center
- General Emergency Numbers
- Campus Service Providers List





# WELCOME LETTER



We would like to welcome you all to Ozyegin University (OzU). We, the International Office, will ensure that you'll feel at home at Ozyegin University. This welcome guide intends to help you find your way around OzU.

We are a big international community with more than 1000 international students from 75 different countries and more than 8.500 students in total. At OzU you will find a friendly environment with the opportunity to meet new cultures, and you will also get to be a part of the Turkish culture. We encourage you to interact not only with the international community but also with the Turkish society, which will contribute to your individual development and growth.

We hope that you truly enjoy your academic adventure here with us and that your time here opens doors to new opportunities and experiences for you. We invite you to enjoy our campus and participate in our educational, artistic and athletic programs.

During your years here at Ozyegin University, the International Office will be the office you visit most often. We will do our best to help you adjust to life at OzU.

**It's great to have you here with us.**



## International Office

### **Ozyegin University Address:**

Nişantepe Mah. Orman Sok. No: 34-36, 34794 Alemdağ - Çekmeköy/İstanbul

T: +90 216 564 9567/9457/9951/9132/9972

International Office E-mail: [International.enrollment@ozyegin.edu.tr](mailto:International.enrollment@ozyegin.edu.tr)

### **Representatives:**

Birgül Kankaya - [birgul.kankaya@ozyegin.edu.tr](mailto:birgul.kankaya@ozyegin.edu.tr)

Furkan Karakullukçu - [furkan.karakullukcu@ozyegin.edu.tr](mailto:furkan.karakullukcu@ozyegin.edu.tr)

Danış Tuğrul Gözcü - [danis.gozcu@ozyegin.edu.tr](mailto:danis.gozcu@ozyegin.edu.tr)

Sertaç Aşaroğlu - [sertac.asaroglu@ozyegin.edu.tr](mailto:sertac.asaroglu@ozyegin.edu.tr)

Halit Özdemir - [halit.ozdemir@ozyegin.edu.tr](mailto:halit.ozdemir@ozyegin.edu.tr)

Ayben Nazlı Çamyurdu - [ayben.camyurdu@ozyegin.edu.tr](mailto:ayben.camyurdu@ozyegin.edu.tr)

**Web:** [Özyeğin International](http://ozyegin.edu.tr)

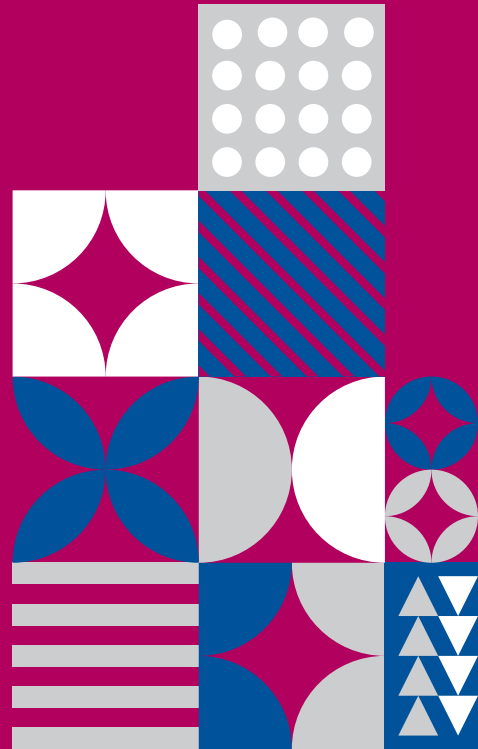
**Instagram:** [Özyeğin International](https://www.instagram.com/ozyegininternational)

**Facebook:** [Özyeğin International](https://www.facebook.com/ozyegininternational)

**Twitter:** [Özyeğin International](https://twitter.com/ozyegininternational)

**Youtube:** [Özyeğin International](https://www.youtube.com/ozyegininternational)

<https://www.ozyegin.edu.tr/en>



# BEFORE ARRIVAL



2023-2024 Academic Year Fact Sheet provides you with information about the dates and deadlines on the registration period, language proficiency exam and the beginning of classes. You will also find information on the dates and deadlines to complete your dorm applications, check-in, and the dorm fees on the Fact Sheet. It is important that you first check the Fact Sheet for important dates and payments, and then follow through the information provided in this handbook to plan your arrival, complete your registration and settle down on campus and Istanbul life smoothly.

All newly admitted students must complete their enrollment process by paying their tuition fees and uploading the required enrollment documents online on the announced dates. OzU reserves the right to validate the authentication of all the documents submitted by the applicant. In case the information and/or documents cannot be verified, OzU has the right to refuse and/or unregister the applicant.

All students who complete online enrollment are required to submit their original enrollment documents listed below to the Student Services Office on the appointed dates that will be announced to your OzU e-mails. Therefore, before arriving in Turkey, please make sure you have all your enrollment documents with you.

All admitted students are assigned student numbers and OzU Accounts, which they can use throughout their periods of study. OzU Account provides access to OzU systems and your email account. Once you complete your enrollment, your account will be activated, and you will receive an e-mail at your personal e-mail account to generate your password.

Please be informed that if you fail to complete the enrollment procedures within the stated dates, you will lose your right to study at Ozyegin University.

Student services [merve.ozbakir@ozyegin.edu.tr](mailto:merve.ozbakir@ozyegin.edu.tr) or International Office for your questions about registration.

E-Mail: [international.enrollment@ozyegin.edu.tr](mailto:international.enrollment@ozyegin.edu.tr)

## Documents Required for Registration

### 1. Print-Outs of the Student Enrollment Forms

Student Enrollment Information Forms are used to collect student information and to complete enrollment. Please sign the form and submit it along with your enrollment documents.

You can access the Student Enrollment Information Form via the link below:

<https://www.ozyegin.edu.tr/en/student-services/university-enrollments/online-processes>

### 2. Identification

The original copies of the following documents must be submitted at the time of enrollment. The documents you will need vary depending on your nationality and the level of your study.

- For Turkish and/or TRNC citizens: A double-sided copy of the national ID card (driver's license is not acceptable)
- For international students: Copies of the passport pages with the student's photograph, identity information, validation dates, and the date of last entry to Turkey.
- Blue cardholders should submit a copy of their blue cards. Such students are not required to submit the copies of their passports. Please note that if you have started the process of leaving Turkish citizenship you must submit a proof document during registration.

### 3. Original Copy of the High School Diploma / Leaving Certificate / Certificate of Graduation / Attestat and One Photocopy of the Original Document

If your diploma has not been issued yet, you must submit a newly issued graduation certificate. If your diploma is not issued in English or Turkish, you will need a notarized translation of the diploma. The closest recommended translation office and notary to campus is ÜSKÜDAR 7. NOTER VE YEMİNLİ TERCÜMAN. The full address:

Aşağı Dudullu, Semavi Sokak 2-A, Ümraniye. The phone number is 0216 415 70 02.



#### 4. Equivalency Certificate

Equivalency Letter is a document that states that your high school diploma / graduation certificate / exam results / certificate are equivalent to those obtained in Turkey and it is a legal obligation to obtain. Without this document, you cannot continue your education in Turkey within the legal framework. Students who cannot obtain the Equivalency Letter within the specified dates will be withdrawn from the University in accordance with YÖK Legislation.

High School Diploma Equivalency Letter can be obtained from provincial/district education directorates in Turkey, and from education consultancy and/or education attachés abroad. You can reach the relevant overseas representatives <http://abdigmen.meb.gov.tr/> . Students must apply for the Equivalency Letter in person. You can reach the detailed information regarding the Equivalency Letter <https://www.ozyegin.edu.tr/en/student-services/university-enrollments/international-student-admissions-undergraduate-programs>.

We strongly remind you that the Equivalence Letter must be obtained before enrollment. If it is not possible to obtain this certificate from your country, OzU International Office will inform you on how to obtain the Equivalency Letter from Turkey.

We would like to remind you that it is the students' responsibility to obtain the Equivalency Letter. The student must personally follow the application process themselves.

Obtaining the Equivalence Letter is a long process. Therefore, we would like to remind you that if you can obtain the relevant document from your own country before coming to Turkey, you must definitely acquire it, and if you cannot, you must come to Turkey and apply before the enrollment deadline.

**In Azerbaijan, Afghanistan, Germany, Turkmenistan, Saudi Arabia, Qatar and Pakistan (In Islamabad) the equivalency certificate can be obtained from Education Affair Departments / Attachés / Turkish Consulates.**

Students from Azerbaijan, Kazakhstan, Kyrgyzstan, Turkmenistan and Pakistan are asked to get their diploma originals apostilled at the Turkish Embassy/Consulate in their home countries before arriving to Turkey, if they did not obtain their equivalency certificate. If you cannot get the equivalency certificate from your own country, you will need to apply to the Equivalency Office here in Turkey. Students who cannot obtain the Equivalency Letter from their home country due to bureaucratic reasons or because there is no education consultant and/or education attaché will be asked to sign a Letter of Undertaking to submit the Equivalency Letter to Student Services on the date to

be announced after the enrollment process. The relevant Letter of Undertaking will be signed by the student during enrollment.

Students who completed their high school education in the high schools of the Republic of Turkey or students who have earned a high school diploma and graduated from TRNC high schools and earned a high school diploma are not required to obtain an Equivalence Letter.

#### 5. Original Exam Report

International students admitted to the university must submit the original copy of their score report, which was previously uploaded during the online application. If the score report is issued in languages other than English or Turkish, a notarized translation of the score report into English or Turkish should also be provided.

#### 6. Proof of English Language Proficiency

If available, the original and a copy of a valid English Language Proficiency score report declared acceptable by the university for exemption from the English Preparatory Program is required. All the programs except the Law Program and one program in Architecture are in English at OzU. If you have taken and succeeded in the English tests mentioned below and submitted them to us, you can start your Undergraduate Program directly.

**If not, you are required to sit our own English Proficiency Exam (TRACE). If you fail, you will need to attend the English Preparatory Program. This year English Proficiency Exam will be held online. The dates will be announced in a fact sheet via email.**

#### Exemption Requirement for the English Preparatory Program and the TRACE Exam

You should have one of the following national or international English examinations results:





- **TOEFL-IBT: At least 80, with at least 20 in each section\***
- **TOEFL-PBT: At least 550, with at least 4 in Writing\***
- **PEARSON PTE Academic: At least 62, with at least 59 in each section\***
- **FCE: At least B**
- **CAE/CPE: At least C**
- **KPDS / ÜDS / YDS: At least 86**

**Validity periods of examinations: TOEFL and PEARSON PTE 2 years; others 3 years.**

\*If the exam is held in Turkey, the respective English Proficiency exams must be taken at a state university.

Exam results must still be valid in order to be acceptable by the university and students must submit the original copies of their exam results. The School of English Language Instruction has the right to investigate or reject any suspicious exam result.

#### **Exemption from English Language Proficiency Exams**

- Those who, within at least the last three years, have attended and graduated from an English medium high school of a country where English is the medium of instruction (\*If required, the OzU English Proficiency Exam will be taken by the candidates about their language proficiency).
- Those who passed the TRACE examination administered by Ozyegin University within the last 2 years.
- Students who are admitted to Turkish medium programs which also offer electives in English may start their undergraduate programs if they fail to complete the English Preparatory Program within one year. However, such students must satisfy the English proficiency requirement (TRACE or other exam results) in order to be eligible to graduate from university.

#### **Turkish Proficiency Requirement for Turkish-Medium Programs**

- International students registered in Turkish-medium programs must prove their proficiency in Turkish. The Turkish proficiency requirement is not applicable to students who have completed their secondary education in Turkish-medium institutions in Turkey over the past three years. Students who obtained at least B1 (Intermediate) level score in the Turkish Proficiency Examinations administered by TÖMER or any other examination centers accredited by the Higher Education Council are deemed to have fulfilled the Turkish proficiency requirement provided that their exam results are still valid.

#### **English Language Proficiency Requirement for Turkish-Medium Programs**

- The English Preparatory Program is optional for the Turkish-medium Undergraduate Law and Undergraduate Architecture Programs. Students who opt to attend the

English Preparatory Program must submit an application to Student Services during enrollment. These students must either attend the examinations administered by the university or submit a valid score report of a national or international examination recognized by the university in order for the university to determine their current level of English and the appropriate level for them in the English Preparatory Program.

- Students enrolled in Turkish-medium programs are strongly recommended that they sit the English proficiency examination administered by the university even if they do not opt to attend the optional English Preparatory Program.
- Law and Architecture degree program students who have successfully passed the TRACE exam or external examinations that are accepted by the university, and move on to their degree programs may be exempted from the ENG 103 and/or ENG 104 courses according to their scores and “Principles for Exemption Examinations Administered For Foreign Language Courses Offered By Turkish-Medium Undergraduate Programs At Ozyegin University”.

Students who do not take the TRACE exam or who do not submit an external examination result may be exempted from the courses by taking the “exemption exam”.

### **7. Tuition Payments**

#### **Payment Method 1:**

You can transfer USD to the account info shared with you below.

#### **BANK ACCOUNT INFO FOR SCHOOL FEES PAYMENT**

**Bank:** Fibabanka

**Branch:** Ozyegin University Branch - Nişantepe Mevkii Orman Sok. No: 34 – 36  
Çekmeköy/Istanbul

**SWIFT Code:** FBHLTRISXXX

**Account Name:** Özyeğin Üniversitesi

**USD IBAN No:** TR30 0010 3000 0000 0003 2964 29

**PLEASE STATE THE STUDENT ID NUMBER AND STUDENT NAME DURING THE TRANSFER.**

**Please note that you can only send USD and not TL to this account. This account is the same account that you have submitted your pre-payment.**

Each semester, USD rate changes according to Turkish Lira. If you are located in Turkey, you may pay your tuition payment in Turkish Lira. Tuition payment can be paid via Fibabanka. Please do not forget to add your student ID number which starts with ‘SO.....’

#### **Payment Method 2:**

You can pay via credit card through this e-payment option.

<https://www.ozyegin.edu.tr/en/student-services/fees-and-payment/payment-card>







In order to use this option, you;

- Must be authorized for virtual POS transactions
- Must have 3D Secure authentication
- Must have sufficient limit for online transactions

If you pay via credit card, there are installment options for the cards mentioned below.

The university offers 2 and 4 equal installments for semester tuition payments.

- CardFinans Retail Credit Cards: 2 additional installments are offered for payments in 2 equal installments. Please be advised that 2 installments campaign is not applicable to payments made by CardFinans debit cards, Enpara cards, or MoneyPoints.
- HSBC Advantage Credit Cards and HSBC Concept Cards: 2 additional installments are offered for payments in 2 equal installments. Please be advised that 2 installments campaign is not applicable to payments made by HSBC Business Credit Cards and Advantage CashPoints.
- Ziraat Bank Bankkart Credit Cards: 2 installments are offered. Please be advised that 2 installments campaign is not applicable to payments made by Ziraat Bank Business Credit Cards and Bankkart Cards.
- Bonus Credit Cards issued by Bonus Loyalty Program Affiliates: 4 installments are offered. The 4-installment option is not applicable to payments made by Business Credit Cards or Bonus Points.
- Vakıfbank and Yapı Kredi Bank World Card Retail Credit Cards: 2 additional installments are offered for payments in 2 equal installments. The additional installment campaign is not applicable to payments made by Vakıfbank and Yapı Kredi Bank Business Credit Cards and WorldPoints.

## 8. Photographs

**All Undergraduate Programs**: Two passport-size photographs

(should be 4.5 cm x 6 cm, taken within the last 6 months)

**Undergraduate Professional Pilot Program**: Additional to 2 passport sized photographs, you should provide 13 passport-size photographs (30 mm x 40 mm size biometric), with your name at the back, taken within the last 1 month.

## 9. Health (Medical) Certificate

**(Applicable only for students admitted to the Undergraduate Aviation Management Program)**

The original copy of the clean bill of health (medical report) issued within the last 6 months by a general or private hospital which confirms that the holder does not have

any medical problems (i.e. loss of hearing or vision) which might prevent him/her from serving as an Aviation Manager and/or fulfilling the roles and responsibilities of an Aviation Manager.

## 10. Class I (A) Medical Certificate

**(Applicable only for students admitted to the Undergraduate Professional Pilot Program)**

The original of the Class-1 (ICAO Ek-1 Class-1) health certificate issued within the last 3 months by the authorized aviation medical centers that are recognized by the Directorate General of Civil Aviation (SHGM) in [Ankara](#), along with a clean bill of health which states that the “there are no impediments or limitations that prevent the bearer from serving as the pilot-in-command in single-pilot certified aircrafts.” You can register online with health reports that you obtain from your home countries.

## 11. A Clean Archived/Apostilled Criminal Record Certificate / Background Check

**(Applicable only for students admitted to the Undergraduate Professional Pilot Program and Aviation Management Program)**

Students who have a Turkish identity number must have originals and copies of 2 archived criminal background records issued within the last 1 month by public prosecutor’s offices. International students whose foreign identity numbers are not issued yet must submit 2 original copies as well as 2 copies of apostilled (authenticated) criminal background records issued within the last 1 month by the local authorities in their countries.

## 12. Proof of Military Service Status

Students with a Turkish identity and who are of the age of 22 or above are advised to bring the proof of their military status along with them for enrollment.

## Required Documents for Course Exemptions

**Transcript**: The original transcript issued, signed by the university where the student had previously taken the courses for which he/she now seeks exemption from, must document all courses to be exempted from and the grades earned in those courses.

**Course Descriptions**: The original copy of the official course description documents issued, signed by the university where the student had previously taken the courses for which he/she now seeks exemption from, must fully disclose the description of the courses to be exempted.

For more information about course exemptions, as well as grade and credit transfers, please check the <https://studentservices.ozyegin.edu.tr/en/semester-and-course-registrations/exemption-courses> page or the <https://studentservices.ozyegin.edu.tr/en/regulations-directives-and-senate-principles>



## Visa to Enter Turkey (if needed)

You can obtain a student/tourist visa to enter Turkey if you are from a country that requires a visa upon entry to Turkey. Please check the official government website about visa rules and requirements for each country (and visa exempted countries). You can also check your legally allowed duration of stay in Turkey with/without a visa depending on your nationality at the following link: <http://www.mfa.gov.tr/visa-information-for-foreigners.en.mfa>

## Dorms On-Campus

Ozyegin University residence halls offer a modern, comfortable living environment as well as facilities and services to ensure an efficient study atmosphere. School shuttle buses provide transportation from Çekmeköy campus to several destinations in the city. Please check the following website for information on the room types and regulations of the dorms on campus: <http://www.ozyegin.edu.tr/en/dormitories>

## Dorm Applications

In order to apply for accommodation on campus, you first need to fill in the Dorm Application Form sent to you by the International Office after you complete your tuition pre-payment. Please rank your preferences of the dorm room types on the form by placing 1 for your 1st choice, 2 for your 2nd choice, etc. After completing the form, please put all pages in one pdf file, and send it as an email attachment to add a period at the end. You will find the latest regulations of the dormitories on the respective website and the deadline to send the form will be announced on the Fact Sheet. It is important that you send your request form as early as possible because the room type availability is limited, and please note that your requests may result in a room that was not your first choice.

## 2023-2024 Academic Year Housing Fees

Residence hall fees are paid before the semester starts. Please check the 2022-2023 Academic Year Fact Sheet for the fees on different room types. All dormitory applications will be annual applications, and housing fees will be charged equally in two semesters, Fall and Spring.

**For your dorm application to be considered**, first you should pay the security deposit and the down payment (you can find the amounts on the Fact Sheet) within the application period. The down payment and the security deposit are two separate fees. When you are assigned a room, the down payment will be deducted from your annual housing fees, and the remaining amount will then be charged to you equally in the Fall and Spring Semesters. The security deposit amount will be refunded to you, if you caused no harm in the room during your stay, when you are checking out of the dorm.



The security deposit and the down payment then can be paid in cash at Fibabanka branches if you are already **in Turkey** within the payment period announced by Accommodation Services Management by providing the “Student Number” or “Foreign Identification Number” and student name.

**Students who are out of Turkey** can transfer the payment to the account mentioned below:

**Bank:** FİBABANKA

**Branch:** Ozyegin University Branch

**SWIFT CODE:** FBHLTRISXXX

**Account Name:** Özyeğin Üniversitesi

**USD IBAN No:** TR090010300000000003550268

Please make sure to **state your student number and student name** while making the payment and share the receipt with International Office.

After you are assigned a room, you must pay the **housing fees** within the dates announced by Accommodation Services Management for the room assigned to you either by credit card or at the Fibabanka branches if you are in Turkey.

Please check the payment site for online payment at:

<https://www.ozyegin.edu.tr/en/dormitories/payment-methods-and-refund-conditions>

## The Required Health Certificate and What You Need to Bring with You for Dorms

Before checking in to your dorm room, you must submit a health certificate to the Accommodation Services Management within the dates announced on the Fact Sheet.

**Health Certificate (English or Turkish)** is a medical report obtainable from a private or public health institution to confirm eligibility to stay in the dormitories. Health certificates can be provided in English from your own country or you can obtain a health certificate after arrival to Turkey. The closest private hospital to our campus: FSM MADENLER TIP MERKEZİ (Madenler, Arafat Cd. No:2, 34776 Ümraniye/İstanbul)

Please be advised that students must bring their own belongings such as clothes, cleaning items, food products, kitchen tools, pillow, sheets, blanket, and coverlet.

## Off-Campus Housing

You can also rent a house or an apartment outside the campus. Please note that students need to have a residence permit card to rent an apartment or to be able to open utilities under his/her name. If you don't have a Turkish Residence Permit Card you will not have access to utilities. Turkish Residence Permit Cards arrive in 2 months after you apply, therefore this might cause inconvenience for off-campus housing.





# ARRIVAL



## Arrival to Campus (Airports)

You can always use taxi, metro, bus option. You can take a taxi from both Istanbul Airport and Sabiha Gökçen Airport to our campus. You can also use public transportation or follow the steps below to arrive at OzU.

From Istanbul Airport IST to Campus				
Airport Taksim	Taksim Beşiktaş	Beşiktaş Üsküdar	Üsküdar Altunizade	Altunizade Campus
HAVAIST Airport Shuttle	Bus or Taxi	Ferry/Boat	Bus or Taxi	OzU Shuttle Services

From Sabiha Gökçen International Airport SAW to Campus		
Airport - Kadıköy	Kadıköy - Altunizade	Altunizade - Campus
HAVAIST Airport Shuttle	Bus or Taxi	OzU Shuttle Services

## Registration

Kindly note that you can complete your registration process online only on the dates announced on the Fact Sheet. You need to first submit online and then bring the originals of all the required documents with you while coming to campus. When you arrive on campus, the first office you visit will be the International Office. We are located in the Student Center Building, -2 floor at room 2B30. Security will be guiding you.

## Required Documents for Registration;

- Student Enrollment Form
- Your Official ID
- Original copy of Diploma/Leaving Certificate/Testimonials (for diplomas awarded abroad)
- Equivalency Certificate (if available)
- Notarized Translation of Issued Original Exam Reports
- Proof of English Language Proficiency (if you don't have it, make sure not to miss the dates of English Placement & TRACE Exam)
- Proof of Tuition Payments
- Photographs
- Health Medical Certificate (Only Aviation Management)
- Class I (A) Medical Certificate (Only Professional Pilot Program)
- A Clean Archived/Apostilled Criminal Background Record (Aviation Management and Professional Pilot Program)

## Check-in to Dorms

If your dormitory application is accepted and you are assigned a room, you should complete the steps below within the dates announced by Accommodation Services Management in order to check-in to your room:

- Complete your university registration
- Pay your security deposit fee and housing fees
- Prepare and submit the required Health Certificate to Accommodation Services Management\*

*\*Please note that Health Certificate (English or Turkish) is a medical report obtainable from a private or public health institution to confirm eligibility to stay in the dormitories. Health certificates can be provided in English from your own country or you can obtain a health certificate after your arrival to Turkey.*

Once you complete these dormitory registration steps, you may check-in to your room during the check-in period announced on the Fact Sheet. Please note that you need to complete and sign the "Service Agreement" before receiving your room card.

## Log-in to Online Systems

### Information on Data Protection and Processing at Ozyegin University

At Ozyegin University, we pay attention and attach great importance to the protection of personal data. Please make sure to review the Information on Data Protection and Processing at Ozyegin University: <https://www.ozyegin.edu.tr/en/copyright/information-data-protection-6698>

## OzU.Net Account

You may use your OzU.Net Account to access our online resources and services listed below. Your OzU.Net Account consists of a username and a password.

- Wireless Internet Access
- E-Mail Service (Google G Suite)
- Student Information System (SIS)
- Learning Management System (LMS)
- myOzU Intranet
- Solution Center
- Online Information Resources
- Copy & Print Services
- Office 365 Service

## Password Generation

After you complete your registration process, you'll receive an e-mail from our Student Services unit. They will provide you with a username and password. Once you activate your account, you will be prompted to create a new password. In order to generate a secure and strong password, please make sure your password meets the following requirements:

- Your password must have at least 8 characters in length with no space between them.
- Your password cannot contain any Turkish characters.
- Your password cannot contain your name or surname.
- Your password must include at least three of the following:
  - o Capital English letters (from A to Z)
  - o Lower Case English letters (from a to z)
  - o Numbers (from 0 to 9)
  - o Non-alphabetical characters (i.e., !, \$, #, %)

You need to wait for at least 24 hours if you wish to change your password again.

## Student Information System (SIS)

SIS is a system where student-related processes are managed including registration for classes, personal records, academic advisor information, courses offered, grades, scholarships, payments, document requests, and graduation information. You may register for courses, apply for the dormitories, and view your grades via SIS.

<http://sis.ozyegin.edu.tr/>



## Learning Management System (LMS)

LMS offers access for course materials and assignments. LMS also allows you to communicate with your course instructors. You may send your assignments to your course instructors via LMS. LMS offers a rich and flexible learning environment. You can access and start using our LMS system via your web browser right away.

[\(http://lms.ozyegin.edu.tr/\)](http://lms.ozyegin.edu.tr/)

## MyOzU Intranet

MyOzU is the gateway to our university's information systems. It serves as the single point-of-access to all the information you will need during your life at the university. MyOzU is the go-to-place for your questions such as "When is the next Altunizade shuttle?", "Where is Professor Ahmet's office?", "How much balance is left on my Campus Card?", "What events are there on campus today?" "What's today's lunch menu in the dining hall?" or "What time is my next class?". MyOzU also includes "OzUCampus", which is our on-campus social communication and information application. Make sure to download MyOzU to your mobile phone.

## Solution Center

The Solution Center offers immediate support for any requests, recommendations, issues, and complaints. Students may submit all their questions and issues from our information infrastructure to dining and cleaning services, technical services to air conditioning, heating to transportation services, to the Solution Center.

<https://solutioncenter.ozyegin.edu.tr/HomePage.do>

## Office 365

Through Ozu's collaboration with Microsoft Turkey, Office 365 is now freely available to all of our students. Office 365 includes Office applications "Word", "Excel", "PowerPoint", "Outlook", and "OneNote", and "OneDrive" storage. You can download Office 365 to your Mac or Windows laptops via portal.office.com by entering your OzU.Net email account. (<http://portal.office.com>)

## Residence Permit Process and Health Insurance

### YOU CAN COMPLETE YOUR RESIDENCE PERMIT AND HEALTH INSURANCE APPLICATION PROCESSES WHEN YOU COME TO TURKEY.

After you complete your registration to our university, the International Office will guide you through your residence permit application. You will need to apply for your residence permit, before your visa or legal duration to stay in Turkey expires. It's your responsibility to meet/monitor these deadlines. In order to apply for a residence permit, first you will need health insurance. You can apply for a government health insurance





in the first 3 months after your registration or you can get a private health insurance through the International Office, which is more budget friendly. Additional information; this private health insurance policy covers min coverage required to be taken out for a residence permit. You will be receiving your residence permit card approximately 2 months after your application. With this card, you can enter/exit Turkey without a visa, benefit from the public transportation student discount cards, open a bank account, rent an apartment, pay your utilities, register your phone and Turkish sim card etc.

## How to Open a Bank Account

As an international student in Turkey, you must have a Turkish residence permit to open a bank account. However, Fibabanka within our campus allows our international students who are staying in the dorms to open an account with their tax numbers obtained in Turkey. The International Office will help you obtain a tax number on the first week of school. After you receive your tax numbers, you will need to get a student certificate, dorm document, and a copy of your passports and open a bank account in Fibabanka. After you receive your residence permit card, you can open an account in any other bank. Students who are staying outside the dorms unfortunately cannot open



## Student ID Card

The student identification card proves that you are an OzU student and is used while entering and leaving the campus. You may also use your campus card in the library, copy centers, and shuttles.

Student ID cards of international students are issued by the Security Center upon enrollment. You can have your card printed at the Security Center on Floor -2, AB1 Faculty of Engineering building after you complete your enrollment in the university. You must bring a passport size photo with you in order to have your ID Card printed. You do not need to make any payment for your first-time ID Card as all first time

Campus Cards are free.

Please be sure to carry your OzU ID card with you at all times, especially at examinations. Your student identification card is valid throughout your academic stay at OzU. If you lose the card, you need to contact the Student Services Enrollment unit.

For further information on the use of the Student ID Card, please check out our website: <https://www.ozyegin.edu.tr/en/student-services/student-information-and-documents/campus-card>

## Registering Your Cell Phone

The recent changes in the Turkish Telecommunications regulation requires all mobile phones brought from abroad to be registered with the Turkish Information Technologies and Communications Authority's database with their IMEI (International Mobile Equipment Identity) numbers in order to use them with a Turkish SIM card. Mobile phones (IMEI numbers) not registered are blocked for connection through a Turkish SIM card after 120 days. If you wish to continue to use a cell phone brought from your home country, please register it as soon as possible. You will need to visit the nearest bank and pay approximately 7.000 TL, showing your passport and IMEI number. Then you may visit the respective SIM card operator's store and buy a SIM card.

## Shuttles

You can check the shuttle <https://www.ozyegin.edu.tr/en/contact/shuttle-hours> on website.

## IETT Card

IETT Card is a public transportation card which allows you to travel with a student discount. You will need to receive your residence permit card in order to apply for the IETT Card. You will also need to apply for a student certificate in Turkish from SIS that contains your Yöksis Number. After you receive the aforementioned documents, you'll need to go to IETT Center:

<https://www.istanbulkart.istanbul/basvuru-merkezleri> (please use google translate for English version)

The closest IETT Center to campus is in Kadıköy:

<https://www.google.com/maps>



# ACADEMIC LIFE



## Academic Calendar

Dates of semester registrations, add-drop and withdrawal periods, English Proficiency examinations, tuition and fee payments and similar academic activities are annually announced on the academic calendar approved by the Senate. You can reach the academic calendar through our website or from the link below:

<https://www.ozyegin.edu.tr/en/student-services/academic-calendar>

## Rules, Regulations, and Disciplinary Actions

All students are required and expected to follow the rules, regulations and procedures set by the university. If you have any questions about the rules and regulations you can always consult with the Student Services Office, your peer advisor, or 360 Advising Office. Remember, it is your duty to know about the rules and regulations and act accordingly.

You can find the Regulations, Directives and Code of Practices on the Student Services website:

<https://www.ozyegin.edu.tr/en/student-services/regulations-directives-and-senate-principles>

## Undergraduate Tuition & Fees

Annual tuition covers both the Fall and Spring Semesters, and the fee is paid in two installments at the beginning of every semester. Summer session is not mandatory and not included in the annual tuition fee. Students who plan to attend the summer school must pay separately.

English Preparatory Program students are required to pay the current tuition of the undergraduate program in which they are registered.

For more information about tuition and fees: <https://studentservices.ozyegin.edu.tr/en/fees-and-payment/2022-2023-academic-year-fees/international-students>





## Scholarships

### Admission Scholarships and Tuition Discounts

The scholarships that you receive from the International Office at admissions are valid for 6 years (max. two years in the English Language Preparatory Program) if you study in the School of Languages, and for 5 years if you start your bachelor studies directly. Admission scholarships are not subject to change, and the scholarship amount does not vary according to your academic success at OzU. These scholarships cover Fall and Spring Semesters as well as summer sessions. If you transferred any semesters, they are deducted from the total time of your scholarship.

### Terms and Continuity of Admission Scholarships and Tuition Discounts

Students will lose all of their scholarships/tuition discounts/additional scholarships if they fail to renew their registration and/or interrupt their undergraduate studies without the approval of the university, or if they renew their registration but fail to attend classes, and/or if they exceed their maximum period of time allowed to maintain their scholarships. If students become subject to any disciplinary action, all of their scholarships/tuition discounts/additional scholarships can be terminated as per “the Principles for the Impact of Disciplinary Actions on Scholarships and Student Privileges”, which are determined by the Senate.

Students who fail to complete the English Preparatory Program by the end of their second academic year lose their previously granted scholarships and discounts, and their enrollment at the university is terminated. However, students who take the TRACE examinations and prove their English proficiency may continue to their undergraduate programs. These students are required to pay the current year’s tuition set for students who were admitted in the same year with them, provided that they never received the status of unregistered student during their period of study at the university.

On the other hand, among students who took the TRACE examination and continued their undergraduate programs, those who previously received the status of unregistered student during the periods they previously studied at the university must pay the tuition fee applicable to newly admitted students with no scholarship.

### Merit Scholarships

Undergraduate students without scholarships or with partial scholarships are eligible for academic merit scholarships. Academic merit scholarships are awarded based on the continuity of academic success with specific quotas to eligible students determined based on annual academic performance evaluations. Academic performance evaluations are performed at the end of the Spring Semester each

academic year. Students are awarded academic merit scholarships as long as they have not exceeded their regular period of study and are deemed to meet the eligibility requirements. For more information on the quotas and the eligibility requirements of the merit scholarships, please check the website at: <https://www.ozyegin.edu.tr/en/student-services/scholarships-and-financial-support/undergraduate-academic-merit-scholarship>

### Athletic Scholarships

Athletic Scholarship is a form of tuition waiver awarded to student athletes who are admitted to the sports teams of university. Athletic Scholarships are awarded based on the terms and conditions of the Principles for Athletic Scholarships, which are revised at the beginning of each academic year. For more information about the athletic scholarships, please contact the Athletic Center Management Office.

### Family Discount

Family discount is applied as an additional 5% discount on the entire tuition. Family discount is applicable to first-degree relatives who concurrently **pursue** their undergraduate studies at Ozyegin University (i.e. two siblings, parent-child). The discount is awarded to each student. Eligible applicants must submit a petition, and the original copy of their civil registry extract to the Student Services Payments and Tuitions Unit in order to apply for family discounts. Family discount is applicable only to those born to the same parents or those legally adopted.

### Credit System, Course Load, and Grading

**Credit System:** At OzU, we use the European Credit Transfer and Accumulation System (ECTS), a standard that enables easy transfer of credits and student mobility between European higher education institutions. 60 ECTS credits are attached to an academic year’s workload and the associated learning outcomes, with 30 ECTS for each semester. In the undergraduate programs, you need to complete a total of 240 ECTS in order to graduate. At OzU, credit transfer and accumulation are facilitated by the use of the ECTS key documents, such as the Erasmus – ECTS Learning Agreement and the ECTS Transcript of Records. Upon graduation, OzU students are automatically issued a European Diploma Supplement in English.

**Course Load:** Course load refers to the total number of ECTS credits taken by a student during any given semester. The regular course load in the Fall and Spring Semesters is 30 ECTS credits. The maximum course loads are specified on the <https://studentservices.ozyegin.edu.tr/en/regulations-directives-and-senate-principles> according to the academic standing of students. Students may not exceed the given maximum course loads.

**Grading:** At OzU, a student’s course performance is evaluated by the relevant course instructor based on mid-term examinations and assignments, participation, etc., and the results of the end-of-semester examinations. Grades are assigned within the announced dates on the academic calendar. End-of-semester grades that contribute to the Grade Point Average (GPA), weighted by the credit value of the course are shown in the table below. The minimum passing grade is “D”, while “F” is a fail grade.

Grade	Coefficient
A	4,00
A-	3,70
B+	3,30
B	3,00
B-	2,70
C+	2,30
C	2,00
C-	1,70
D+	1,30
D	1,00
F	0,00

The final grades that do not contribute to the Grade Point Average (GPA) are shown below:

Grade	Coefficient	Definition
S	-	Satisfactory
U	-	Unsatisfactory

**Graduation:** Students who have successfully completed all courses as well as internships, projects and other similar graduation requirements of their undergraduate program at the end of any given semester with a minimum CGPA of 2,00 and with at least 240 ECTS credits are entitled to a bachelor’s degree diploma provided that they have spent the last two terms prior to graduation as registered students in their undergraduate programs at OzU, completing at least 60 ECTS credits.

**Course Registrations, Add/Drop, and Curricula**  
**Course Registrations for Freshmen (Newly Matriculated 1st Semester Students)**

Your first semester course registrations will be completed by Student Services via “pre-loading”.

You may view the courses in which you are registered and your weekly course schedule via the [https://sis.ozyegin.edu.tr/OZU\\_GWT/](https://sis.ozyegin.edu.tr/OZU_GWT/) starting from the announced course registration dates. You may drop your pre-loaded courses and add new courses

during the add-drop period provided that you do not exceed your maximum course load. However, we strongly advise you to take the courses as listed in your curriculum in order to prevent any future complications while creating your course schedule or while taking courses with pre-requisites in subsequent semesters.

After you complete your first semester, you can register for your courses yourself via the SIS during the announced course registration dates and times in the second and following semesters. We would like to remind you that, in order to be eligible for course registration, you must have paid your semester tuition.

**Add-Drops**

You may make changes to the courses you were registered (add, drop, or change the sections of courses) within the “add-drop” period, which is announced on the academic calendar. Students who were unable to complete their “course registrations” during the course registration period may also complete their late course registrations during the add/drop period by paying their tuition and any other required amounts. You may not register for or make any changes to courses after the add-drop period is over.

**Curricula and Courses Offered**

The curriculum of your academic program is available on the OzU website. To check your curriculum, please go to the OzU website, click on the <https://www.ozyegin.edu.tr/en/academics> tab, and then select your faculty/school and academic program. Your curriculum is available in the sub-pages of your academic program. Grade and credit transfers may result in changes to your graduation requirements. Therefore, we recommend that you check your graduation requirements via the Student Information System (SIS) » Academic Information » Graduation Requirements tabs.

Courses offered and course instructors are also available on the OzU website. To check the courses offered or the course instructors please go the OzU website, click on the <https://www.ozyegin.edu.tr/en/ects-course-catalog-courses-offered/ects-course-catalog> tab, and then select Course Catalogue & Courses Offered page.

**Principles for Required Turkish Language Courses for International Students**

International students are offered TURK 101 and TURK 102 courses instead of TLL 101 and TLL 102 courses in their curricula for 3 hours a week. These courses are 4 ECTS credits. Students are expected to reach A1 level upon completion of these courses. Students who take TURK 101 and TURK 102 cannot register for TLL 101 and TLL 102 courses.

Students who graduated from high schools in Turkey must take the TLL 101 and TLL 102 courses. Student Services identifies these students and assists them in registering for the appropriate courses.



For students who are not graduates of high schools in Turkey, the School of Languages administers a “Turkish Exemption Examination” (CEFR A-1 Elementary Level). Recognized examinations equivalent to the Turkish Exemption Examination, and the minimum passing grades for all examinations are determined and announced by the School of Languages. All newly enrolled international students and current students who previously took but failed the Turkish language courses are eligible to take the Turkish Exemption Examination. The date of examination is announced at the beginning of the academic year. Exemptions from one or both of the TURK 101 and TURK 102 courses are determined based on the result of the examination. Students must register for the course(s) from which they are not exempt. Students are assigned a “Pass” or “Fail” grade based on the result of their exemption examination. Passed courses are shown on the student’s transcript with a grade EW (Exemption Waiver with Examination) in the respective semester in which the student took the examination.



The transcript also shows the total credits earned from the passed courses. The credits earned from the passed courses are counted towards the graduation requirements. Failed courses are not shown on the transcript. Students who fail the exemption examination and receive a fail grade must attend the TURK 101 and TURK 102 courses. The total credits of the exempt courses are not counted towards the students’ course load in the respective semester. Students may register for other courses instead of their exempted courses provided that they do not exceed their total credit load for the semester. Students who are exempt from the Turkish courses based on the result of the examination cannot register for the courses they are exempt from.

## Principles for Modern Languages Program

Modern language program is offered by the School of Languages and may include Arabic, German, Chinese, French, Italian, Russian, and Spanish.

In programs which offer foreign language courses as required electives, students take these courses in compliance with the rules set considering the following learning objectives:

- To give students the opportunity to learn another language
- To bring students to at least A2 level in the respective language
- To make sure that students take these courses consecutively without interruption in 4 successive semesters for the integrity of learning

Students may not take the foreign language courses in their mother languages or the official language of their home countries. Also, students who graduated from high schools whose language of instruction is a foreign language or students who completed their secondary education in a foreign country cannot take the foreign language courses in the respective languages during their studies at the university. The School of Languages determines which courses the students are not allowed to take based on their nationalities or former education and notifies Student Services prior to course registrations.

## Academic Honesty

Copying all or a part of articles, books, magazines, newspapers, and websites written or created by others without giving reference to and acknowledging the author, the person or the organization who owns the intellectual property is one of the offenses known as academic fraud or plagiarism. Academic fraud is taken extremely seriously by Ozyegin University and may have serious consequences and result in disciplinary actions. The following are behaviors that violate academic honesty:

- Copying another student’s assignment or exam answers
- Copying or summarizing another person’s work without giving them credit
- Copying someone else’s ideas without giving them credit

For some causes, the faculty may request students to submit their assignments by using Turnitin which is an academic honesty control program. Turnitin checks the contents of assignments with a wide range of electronic information resources including the internet to ensure assignments comply with the principles of academic integrity and reports the results of comparison.

Academic and library staff will assist you with the preparation of your assignments, exams and projects to ensure they are done in accordance with the principles of academic honesty.

## Academic Advising

As a freshman, you will find three different advisor information when you log into SIS and click on the Advisor Information under Profile menu. The first one is your peer advisor, a senior student from your faculty whom you can contact to ask all the questions you might have about life at OzU. The second one is the e-mail of the 360 Advising Office. You can make an appointment with your 360 Advisor to discuss your opportunities, goals, and process at OzU and to learn about the ways in which the university operates. Your peer advisor and the 360 advisor is especially available for you in your first year of studies to support you in your transition to university life. A more detailed information about the Peer Advisor Program and the 360 Advising Office is provided in the next section “Logging into Campus Life”.

The last advisor information you will see on your SIS profile is the e-mail address of a professor from your faculty. For each registered undergraduate student, a member of faculty at the university is assigned as an academic advisor in order to monitor the student’s academic performance and provide academic guidance. You can make an appointment with your academic advisor to discuss issues related to your program and your academic plans throughout your studies here at OzU.

## Student Services Office

Ozyegin University Çekmeköy Campus

Student Center, Floor +1

**Working Hours:** Weekdays, 8.00 a.m. - 4.45 p.m.

Please send your questions, opinions and suggestions via [solutioncenter@ozyegin.edu.tr](mailto:solutioncenter@ozyegin.edu.tr) Student Services strives to;

ACADEMIC SERVICES	ACADEMIC PLANNING
Rules, regulations, and directives about academic services	Academic calendar
Student advisement	University course catalog
University course catalog	Curricula
Curriculums	Course and exam schedules
Degree requirements	Room reservation
Semester and course registrations	Student projection
Grades and academic success	
Course and grading statistics	
ADMINISTRATIVE SERVICES	PROCESS DEVELOPMENT
Directives about administrative services	Analyses for Student Information System
Applications and admissions	Process / needs analysis
University enrollments	Work plans
Tuition, fees and payments	Web
Financial aids	Rules and regulations, directives and procedures
Student records (student certificate, transcript, etc.)	
Student statistics	

## Faculty Secretaries

Students may contact the following persons when they need to consult the Dean’s office/Director’s office of their faculties or schools pertaining to the rules for course registration.

FACULTY / SCHOOL	FACULTY/SCHOOL SECRETARY
Faculty of Law	Fatmagül Kurt - <a href="mailto:fatmagul.kurt@ozyegin.edu.tr">fatmagul.kurt@ozyegin.edu.tr</a>
	Ayşegül Yılmaz- <a href="mailto:aysegul.yilmaz@ozyegin.edu.tr">aysegul.yilmaz@ozyegin.edu.tr</a>
Faculty of Business	Gözde Şirin - <a href="mailto:gozde.sirin@ozyegin.edu.tr">gozde.sirin@ozyegin.edu.tr</a>
	Beyhan Özçınar - <a href="mailto:beyhan.ozcinar@ozyegin.edu.tr">beyhan.ozcinar@ozyegin.edu.tr</a>
Faculty of Architecture	Meltem Yalçındağ - <a href="mailto:meltem.mercan@ozyegin.edu.tr">meltem.mercan@ozyegin.edu.tr</a>
	Banu Çavdar - <a href="mailto:banu.cavdar@ozyegin.edu.tr">banu.cavdar@ozyegin.edu.tr</a>
	Duygu Demirel - <a href="mailto:duygu.demirel@ozyegin.edu.tr">duygu.demirel@ozyegin.edu.tr</a>
Faculty of Engineering	Banu Polat - <a href="mailto:banu.polat@ozyegin.edu.tr">banu.polat@ozyegin.edu.tr</a>
	Behire Candan - <a href="mailto:candan.gursan@ozyegin.edu.tr">candan.gursan@ozyegin.edu.tr</a>
	Ayşe Erol - <a href="mailto:ayse.genc@ozyegin.edu.tr">ayse.genc@ozyegin.edu.tr</a>
	Tuğba Sezer- <a href="mailto:tugba.sezer@ozyegin.edu.tr">tugba.sezer@ozyegin.edu.tr</a>
	Sevinç Dursun (Industrial Engineering) <a href="mailto:sevinc.dursun@ozyegin.edu.tr">sevinc.dursun@ozyegin.edu.tr</a>
Faculty of Social Sciences	Gül Harrison - <a href="mailto:gul.harrison@ozyegin.edu.tr">gul.harrison@ozyegin.edu.tr</a>
	Arzu Akgül - <a href="mailto:arzu.akgul@ozyegin.edu.tr">arzu.akgul@ozyegin.edu.tr</a>
Faculty of Aviation and Aeronautical Science	Zeynep Yılmaz - <a href="mailto:zeynep.yilmaz@ozyegin.edu.tr">zeynep.yilmaz@ozyegin.edu.tr</a>
	Hande Zeydan - <a href="mailto:hande.zeydan@ozu.edu.tr">hande.zeydan@ozu.edu.tr</a>
School of Applied Sciences	Necla Erinc - <a href="mailto:necla.erinc@ozyegin.edu.tr">necla.erinc@ozyegin.edu.tr</a>
School of Languages	Eda Öztürk - <a href="mailto:eda.ozturk@ozyegin.edu.tr">eda.ozturk@ozyegin.edu.tr</a>
	Sadettin Ünal - <a href="mailto:sadettin.unal@ozyegin.edu.tr">sadettin.unal@ozyegin.edu.tr</a>
	Aylin Yurtsever - <a href="mailto:aylin.yurtsever@ozyegin.edu.tr">aylin.yurtsever@ozyegin.edu.tr</a>



# LOGGING INTO CAMPUS LIFE



## STUDENT DEVELOPMENT AND EXPERIENCE AT OzU

Ozyegin University supports the academic, cultural, psychological, and social development of our students in line with our learner-centered vision. Through the units under **Dean of Students for Student Development and Experience**, we are here to help you to

adapt to the university life, define your academic ambitions and interests, improve your skills, and contribute to your career plans. The student support units provide each student with personal guidance based on their needs and goals and offer a variety of events and opportunities to enrich your experience here at OzU. Below, you will find the scope of the support we provide along your journey at OzU, and the special programs we offer for our new coming students.

### Being a Freshman

For some first year Bachelor's students it may take a bit of time to get used to studying at a university because of the difference between studying in high school and studying at a university. Examples of differences you might encounter are:

- As a university student, you are expected to take on a lot more responsibility.
- You are responsible for managing and structuring your own time and you have to motivate yourself to study.
- You will be expected to do your own research and formulate your own opinions.
- You should be aware that active participation in lectures, group projects, and secondary activities is crucial to enhance and extend your competencies.
- You must ask for help if you need it; help is available but you should ask for it.

It is all part of your academic as well as personal development. You are embarking upon a very exciting journey and we, as the Student Development and Experience Units of OzU, have special programs tailored for you to make the best of your OzU experience. Peer Advisor Program, Orientation Program and the Welcome Week, and the SEC 101 – Introduction to University Course are programs designed specially for you to explore how you will shape your unique experience here at OzU.

### Peer Advisors

The Peer Advising Program is an important part of the SEC 101 – Introduction to



University course, and it is designed to help students make an easier transition to Ozyegin University in their first year on campus. As we just discussed, being a freshman has its challenges that can easily be overcome with the help of those who have had the same experiences and learned how things work. Our peer advisors are senior international students who are trained to share their own experiences with you. International Office will inform you about the contact information of your peer advisor before your arrival. You can ask him/her all your questions about how they worked their way through OzU and the campus life here.

### Orientation Program and Welcome Week

We are looking forward to meeting all our incoming students at the Orientation Program designed to make the transition to life at OzU an enjoyable and rewarding experience. The Orientation Program of the 2023-2024 Academic Year the schedule will be announced on our website. Please check the Fact Sheet for the dates and registration information of the Orientation Program.

All new students entering in the Fall and Spring Semesters 2023-2024 are required to attend the full program which includes general information sessions with the Rector and the





Deans as well as numerous opportunities to spend time with your peer advisor, learn about campus life and student activities and meet other OzU students. The first week of the semesters are celebrated as the Welcome Week at OzU.



## Student Clubs

We believe that student clubs help form the backbone of a lively, colorful university environment while serving to cultivate individuals with multiple interests. Ozyegin University has more than 50 student clubs that are formed and run by OzU students in coordination with the Social Development Office. Students at OzU are encouraged to start and participate in such clubs with the organizational and financial support of the university, so if you don't find something that interests you, gather some friends and start your own student club! Some of the student clubs already established at OzU include: Dance Club, Industrial Engineering Club, Photography Club, Business and Economy Club, Debate and Idea Club, Outdoor Sports Club, Social Responsibility Club, Technology and Production Club, Theater Club, International Hotel Management and Tourism Club, Media and Communications Club, Cinema Club and Music Club.

Students who participate in club activities can improve themselves in a social and academic sense, hasten their adaptation to the environment of the university and take part in important events, learning how to be a team player.

As an international student, you are encouraged to join those Student Clubs that match your existing or not yet explored hobbies or interests. There is also an International Club that you can join to benefit from events and activities tailored to

the international community at the university. The club organizes some cultural events which represent different traditions and cultures and promote intercultural learning between OzU students. The OzU International Club may provide a good occasion to present your own culture and discover the differences and similarities with others'. You may contact the respective club at [clubs.international@ozu.edu.tr](mailto:clubs.international@ozu.edu.tr)

## Social Interaction with Turkish Students and Others

Even though Ozyegin University has a culturally diverse student population, the majority of students at OzU are Turkish. It means that the official language of education at OzU, and the language of social interaction is different. As an international student you might sometimes find it difficult to adapt to the social life if you are from a non-Turkish speaking country. Cultural diversity and open communication are two core values we cherish at OzU. Learning about and incorporating those values into their lives is essential to every student's journey here. If you find it difficult to communicate with your Turkish peers at the beginning, we advise that you do not take it personally. Some students may not feel comfortable expressing themselves in English, even though the academic language at OzU is English. Give it time and keep meeting new people. There will surely be a number of students who are more comfortable in a second language, and the hesitant students will feel more comfortable as they also adjust to life at university. In the meantime, you can take Turkish lessons at the university and start practicing with your new friends to speed up your social adjustment. We highly recommend it; you will find it to be very helpful, especially when you are outside the campus.

## SEC 101 – Introduction to University Course

SEC 101 is a 1 credit course for our new coming students that offers you an easy and fun start to university life. Through the seminars you attend and activities you complete over this course, you will be able to access information about all the aspects of life at OzU, and keep track of new developments in arts, sciences, and technology. This course offers you a unique opportunity to explore your interests by introducing you to different academic, social and cultural environments within the campus. You will find the opportunity to meet lecturers from and outside of your faculty and make friends from different disciplines and collaborate with them in social projects. It is essential to make an early and regular contact with your peer advisor so that you understand the structure of the course and benefit the most from SEC 101.

## OzU Cares Social Responsibility Projects

As one of its core values, social responsibility is integrated into the fabric of OzU's educational program, with the university seeking to increase awareness of social problems and involving both faculty and students in developing real, sustainable solutions. Throughout the year, you will have the opportunity to participate in various



university-sponsored social projects around the country, working hand in hand with the local community to increase the overall standard of living in disadvantaged areas. These projects are led by our volunteer students for OzU Cares.

A wide range of Civic Involvement Projects is carried out in coordination with the SEC 101 - Introduction to University Course. Each student who takes this course takes up to 12 hours of work in projects produced by OzU Cares Team throughout of the course.

### The Student-Professor Relationship

Professors at OzU welcome and value personal interactions with students. If you have any questions during a lecture concerning the learning content, do not hesitate to ask during the class. If you do not know how to properly address your lecturer, you can always say “Hocam” after his/her first name. “Hocam” is the common word used addressing the academicians at Turkish universities meaning “my professor”. If you want your professor to explain something concerning the content of the course in more detail, you can make an appointment with them. It is always better to make an appointment or visit your professor at his/her office hours if you want to ask them something in detail so that they will be available for you.

### Counseling Services

Your professors are your first link to a rich university experience, but if you feel like you need further assistance in exploring your personal issues and goals, we offer a variety of counseling services. If you would like to discuss your goals, course schedules, or the planning of your time, professionals at the 360 Advising Office will be available for you. If you would like to explore your career development options, you can visit the Professional Development Office. If you feel the need to speak about a personal issue, you can make use of the Psychological Counseling Services. For pressing academic issues, you can make an appointment with the Dean of your Faculty, and The Vice Rector for Student Development and Experience for issues regarding your educational environment.

### 360 Advising

The 360 Advising Office functions as part of the Student Development and Experience Units. The Office guides students about their academic programs and graduation requirements and informs students about the university’s rules and regulations and helps them leverage university resources towards achieving their goals, starting from the moment they set foot on campus.

You can make an appointment with the 360 Advisors for a one-on-one advising or join group sessions, to discuss your personal development, and to evaluate if your academic and social goals, and career plans are all in alignment with your overall life goals.



### The 360 Advising Office

Student Center, Floor -2

E-mail: [advising@ozyegin.edu.tr](mailto:advising@ozyegin.edu.tr)

### Career Counseling

If you do not have a roadmap for your career just yet, or if you do not know where to start or how to proceed, you may plan your career, or seek answers to your questions about internships/jobs through our Career Consulting service.

- CV & Cover Letter
- Interview Techniques
- Job Search Strategies
- Networking

Our students are exposed to a rich array of personal development training and workshop sessions, and various company events from the very first day they step in the university till their graduation. Delivered interactively by specialized consultants with in-depth expertise, these training sessions aim to provide our students with different skills based on their varying needs and areas of interest.

Trainings, workshops and company events are offered several times during the academic semester. These sessions are announced via LinkProfessional. For details please visit <https://www.ozyegin.edu.tr/en/professional-development>

### Sectoral Education and Professional Development Office

Student Center, Floor -2

E-mail: [professional@ozu.edu.tr](mailto:professional@ozu.edu.tr)

### Psychological Counseling

Psychological Counseling Services offered by Ozyegin University strive to facilitate students’ adaptation to university life, contribute to their personal development by raising their awareness, help them overcome personal, academic and social challenges they may face, and empower them with the necessary skill set to tackle with daily problems. Confidentiality is the key principle of the psychological counseling services. Psychological Development Services at Ozyegin University deal with a number of issues, including but not necessarily limited to the following:

- Challenges in adjusting to university and dormitory life
- Challenges in interpersonal relations,
- Family issues,
- Academic challenges (poor concentration, procrastination, lack of motivation, etc.)
- Personal problems (indecisiveness, shyness, lack of self-esteem, etc.)



## Dealing with Life in a Different Culture

For some of you, coming to OzU marks the first time that you leave the familiar environment of your homeland and live in another country. As such, you may at times, feel uneasy or disorientated. You have to deal with a different language, food, climate and an unfamiliar landscape. And home is far away; arranging to go home for a weekend is not always a possibility for you. We have an idea of what it may be like for you and are here to help.

It is important to be aware of homesickness as a normal process which you may go through. You are not alone in this experience – research shows that nearly 70% of students feel homesick at some time with most saying it lasted for 1 week and for others several weeks.

### Homesickness Survival Tips

- Set your room up with something familiar from home.
- Make an effort to interact with the people around you, including Turkish students, and other international students.
- Get involved in cultural activities such as sports teams and clubs, volunteer service organizations, academic societies, music and theater groups.
- Talk to someone else about how you feel and make use of the support that is available here.
- Say yes to invitations from others to places or events where you will meet more people. If you are unsure about what to do or wear, ask.
- Be kind to yourself – it is OK to miss home and perfectly normal. After all, you have spent most of your life there until now.

These suggestions may be all the help you need, but if your homesickness does not seem to be getting any better or is interfering with your life or stopping you from getting into a new routine, consider talking to someone from the 360 Advising Office or Psychological Counseling.

### Psychological Development Office

Student Center, Floor -3

E-mail: [counseling@ozyegin.edu.tr](mailto:counseling@ozyegin.edu.tr)

### Counseling Services in Dormitory

Students who are staying in dormitory can apply for psychological support for issues like acute stressful situations, depressive mood, having difficulty on adaptation to dormitory life and studying. Students may talk about how to manage their stress and search for coping strategies in counseling sessions. You can visit our dorm psychologists' office between the hours of 8.00 p.m. and 12.00 a.m. in Dorm 1, Room: 120.

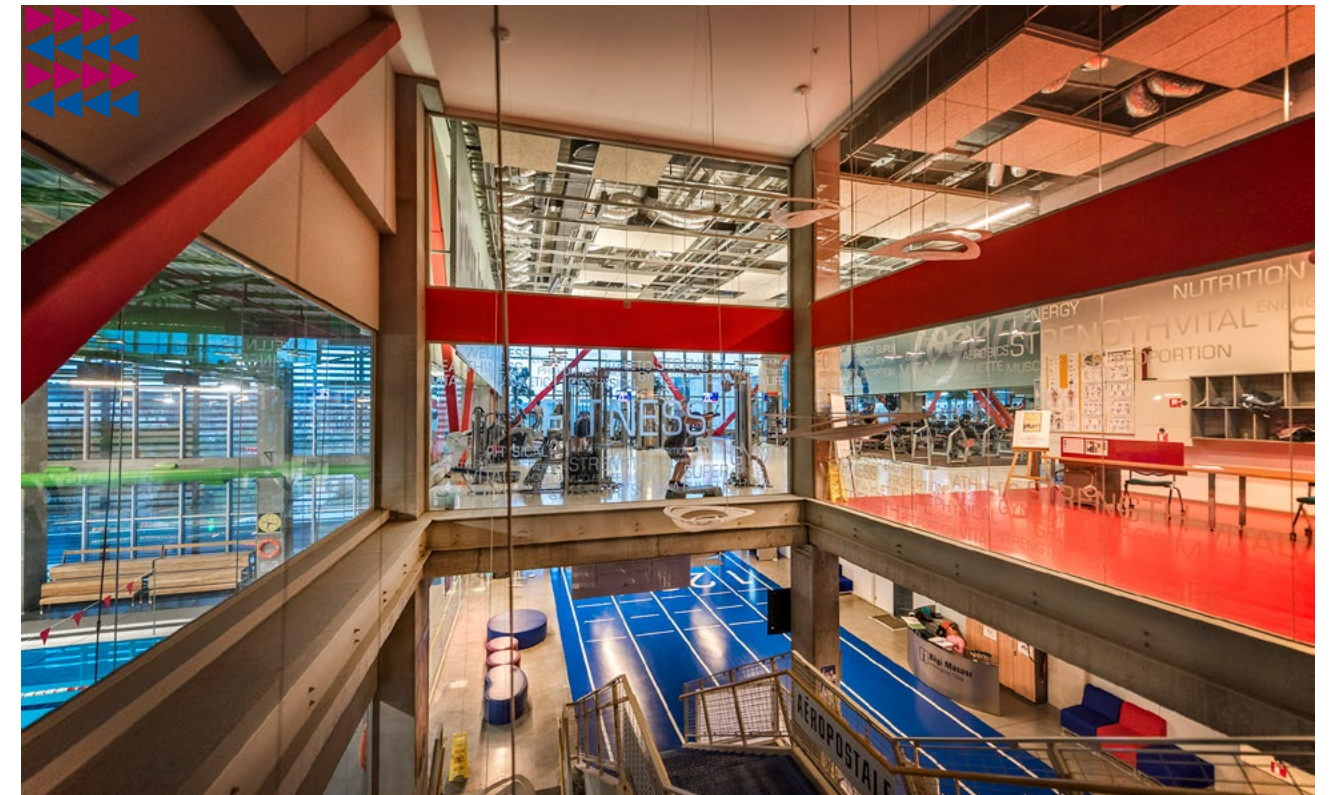


## Life Balance

An important part of successful adjustment is maintaining a life balance. It is important to properly manage your academic, social, nutritional and physical life. Not only does Ozyegin University provide resources for your academic needs, there are more than 50 student clubs and organizations that provide opportunities to grow socially. To keep in shape physically, the Sports Center on campus is the perfect place to swim, play basketball, lift weights and take yoga classes.

## Sports

OzU hosts a rich variety of sports activities on its indoor and outdoor sports facilities situated on campus. The fitness center offers a full line of cardiovascular training equipment including treadmills, stationary bicycles, rowers, arc trainers, as well as strength and weight training equipment and functional trainers. Sports areas also include recreation rooms with tennis tables as well as aerobics studios where a wide range of group fitness classes are held.



OzU Campus accommodates a sports center that blends academic life with sports activities through its 1,500 m<sup>2</sup> indoor gym with a total capacity of 1,200 persons (on a 13,00 m<sup>2</sup> estate) offering 3 court alternatives, a 25 meter semi-olympic swimming pool, as well as a 450 m<sup>2</sup> fitness center and studios for aerobics, pilates, squash, kinesis, spinning and dance classes. In addition to all these, Ozyegin University enjoys a large number of student clubs and sports teams.

You may visit the following website for detailed information:

<https://www.ozyegin.edu.tr/en/sport-center>





## Support for Students With Disabilities

Support activities for students with disabilities are conducted based on the principle of equal opportunity in education. The main objectives of such support activities include making the campus life more convenient for such students, planning necessary administrative arrangements to foster their education, organizing curriculum in a way not to obstruct their academic, physical, psychological and social lives, contributing to their social and cultural life, encouraging them to benefit from and take part in social activities organized on campus, and ensuring that they are subject to fair and right assessment and evaluation. Accommodation needs of students with disabilities must be communicated to the International Office so that they can be shared with the respective units for their approval.

Please visit the following link for additional support provided to students with special needs: <https://www.ozyegin.edu.tr/en/life-ozu/disabled-student-support>

If you need to discuss your needs with us, please send an e-mail to international: [international.enrollment@ozyegin.edu.tr](mailto:international.enrollment@ozyegin.edu.tr)

## Student Union

Ozyegin University's Student Union is a democratic, transparent, fast and efficient organization where all our students are natural members represented equally. The Student Union allows students to support the development and management of our university by providing new insights to the university community. The President of the Student Union and the members of the Executive Board and Audit Board are selected individually with the votes of students. The Student Union consists of the Student Council, the Executive and Audit Boards, student representatives and work groups. The Student Council, a student organization that represents the entire student body to the university administration, generates proposals and participates in governance of student-related issues. Got some great ideas on how to improve the university? Interested in helping your fellow students to be heard? Elections for Student Council positions are held on a yearly basis.

# CAMPUS FACILITIES



## Campus Plan and Services (Food courts, markets, ATMs, etc.)

OzU Çekmeköy Campus is a serene and peaceful university campus, away from the chaos of the metropolis, where you get the feeling that you live in nature. Situated on a 220-thousand square meter land, our campus houses 4 faculty buildings, ScOLa building, Student Center building, Sports Center, and 6 dorm buildings. When you get to campus, you will see that we use several abbreviations for different locations in campus. Here is a list of the main ones for you so that you can easily find your way around campus when you arrive:

- AB1 – Faculty of Engineering
- AB2 – Faculty of Business
- AB3 – Faculty of Law
- AB4 – Faculty of Architecture and Design
- ScOLa – School of Languages
- SC – Student Center

AB stands for academic building, and as the name suggests, there are classrooms, laboratories, auditoriums, study rooms and the offices of the deans and academic staff in academic buildings.

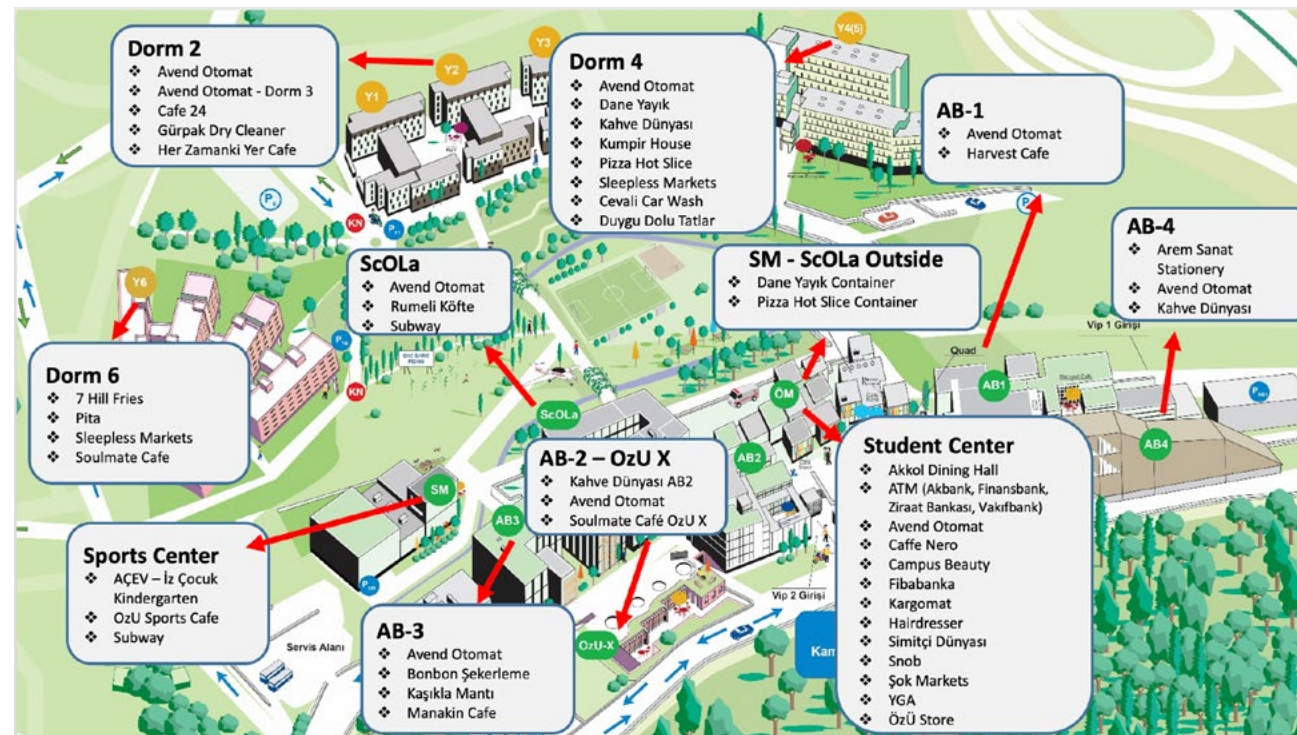
ScOLa is the building you will often visit if you are attending the Preparatory English Program or if you are taking Modern Language Courses.



Student Center is where you will find the library, OzU Store, Health Center, main dining hall, offices to Student Development and Experience Units including the International Office, the supermarket and several other facilities such as coffee shops, hairdresser, etc.

Dorms are easy to remember. There are 6 dorms and the names of the buildings for dorms goes from Dorm 1 to Dorm 6. There are also various dining alternatives and service providers in the dorm area.

You can see the map of the service providers in campus below and please click <https://www.ozyegin.edu.tr/tr/hse/sistematik-hse/kampus> or go to myOzU » Services » On-campus Businesses to see the complete list of on-campus businesses and their working hours, as there may be changes and additions to the list throughout your studies.



## Access to Campus (Transportation)

Shuttles for students and staff are available in order to facilitate access to/from various parts of the city from/to campus. Shuttle hours are announced by the Administrative Services in the beginning of each semester. Shuttle hours may change depending on the semester and period so you should check myOzU > Services > Shuttle for shuttle routes and hours as well as your remaining balance on your ID Card. You can also check the following page on our website for shuttle hours, public transportation (city bus) schedule and directions to access campus by car.

<https://www.ozyegin.edu.tr/en/contact>

## Health Center

There is a Health Center and an infirmary on campus that provides outpatient treatment

7/24. The Health Center serves in the Student Center from 08.00 a.m. to 08.00 p.m. , while the infirmary in the Dorm 3 is open from 8.00 p.m. to 8.00 a.m.

Our on-campus physician offers preliminary medical examinations and diagnosis services in the Health Center. Patients are referred to the nearest hospitals for further tests and treatment. If necessary, patients can be transferred 7/24 via our on-campus ambulances.

- For non-emergencies, our Health Center can be reached at 9112. (0216 564 9 112)
- For emergencies, you may call our hotline at 9911 or 0216 564 9 911.
- Our on-campus psychological counseling services are offered by the Psychological Development Unit. You may book an appointment by sending an e-mail to [counseling@ozyegin.edu.tr](mailto:counseling@ozyegin.edu.tr)

**Health Center** – Sports Center Building Entry Floor

**Infirmary** – (Dorm 3, Floor -1, Room: 036)



## Library

Ozyegin University Library spans across three floors with an area of 2.825 m2 is a center for living and learning with its spacious and comfortable atmosphere, rich collection of books and movies, and high-level technologies. The library boasts an exemplary modern design, catering to the needs of the new generation. The library strives to support academic and research activities of the university through its vast, user-friendly, and innovative information resources and services. To this end, the library builds its collections and expands its services in collaboration with the academic staff and students.

OzU library heavily make use of educational technologies in the pursuit of serving its patrons 7/24 with its 60,000 printed books, over 430,000 e-books, and more than 139,000 e-journals. Constantly developing its technological facilities and e-collections, the library endeavors to present top notch electronic information resources to





its users. The library adopts a non-traditional service approach, offering not only information resources but also a vast array of information technology equipment and board games. To this end, the library strives to capitalize on mobile technologies when offering access to its information resources in a quest to support students' academic and research needs independently from time and location.

In addition to information literacy trainings, general library introductions, and research techniques seminars offered by the library staff to support the students' lifelong learning, the faculty librarians, each specialized in a specific academic program, also provide personal or subject-specific guidance to help its patrons be prepared for their classes.

Aside from its enriched collection of print and electronic academic resources, the Central Library also boasts a vast DVD collection, daily national and international newspapers, personal development resources and popular magazines placed at the disposal of students. The library webpage has also two search engines "oZooGle+" and "Journal Portal", which can be used to search for online resources, or to access online journals, articles and other online resources. Furthermore, students can also borrow educational technology equipment (including laptops, chargers, projectors, document cameras etc) from the library.

As a center for living and learning, the library houses a large number of group study rooms furnished with LCD televisions and whiteboards, offering a truly learning-conducive environment, promoting group studies, and providing a warm and home-like atmosphere where students can watch movies and play board games. The study floor is open for students' use 7/24, even if the library is closed, with its copying/printing equipment and computers.

### Central Library

Student Center, Entrance Floor

Web: <https://library.ozyegin.edu.tr/en>

E-mail: [library@ozyegin.edu.tr](mailto:library@ozyegin.edu.tr)

Phone: 0216 564 9494

### Copying and Printing

There are two copy centers on campus. One of them is in the Student Center, floor -3 and the other one is on the ground floor of Scola Building. They are open from 8.00 a.m. to 4.45 p.m. weekdays, and on Saturdays from 9.00 a.m. to 3.00 p.m. You may also use copy machines located at several places on the campus with your ID card after depositing money to your card. You need to make the printer setup on your computer in order take printouts from the printers on campus. Please visit the Copy Center in Student Center for your printer set up and/or if you are having difficulties with depositing money on your ID card.

### OzU Store

OzU Store is at your service on the Student Center entrance floor with not only textbooks for our preparatory and undergraduate programs but also English books and stationery. Furthermore, you can purchase OzU branded merchandise at OzU Store. The opening hours of OzU Store are 8.15 a.m. to 4.45 p.m. on weekdays.

### PTT & University Postal Service

Postal services in Turkey are carried out by the Post and Telecommunications General Directorate (PTT). Its local offices can be recognized easily by their yellow PTT signs and they are open between 8.30 a.m. - 12.30 p.m. and 1.30 p.m. - 4.30 p.m. There is also one PTT branch on our campus in the Student Center, floor -2 and it is open between 10.00 a.m. - 12.00 p.m. on Thursdays. You may have the option of sending your posts either with regular mail or a courier. In Turkey, it is also possible to receive national and international courier mail services. Some of the national companies are Aras Kargo, Yurtiçi Kargo, and MNG, and international courier mail companies are TNT, FedEx and UPS. You may visit these companies' websites to locate their offices and contact information.

You can receive your mails and packages sent to you from the Communications Office (Muhaberat) located at the Student Center, floor -1. You can only send out mails such as documents from the Communications Office that delivers mail only within Turkey in 1-2 days from one province to another. You cannot send out any packages excepts documents from the campus. If you would like to send packages to recipients in Turkey and abroad, you have to go to a courier company office outside the campus.

### Prayer Rooms

You can find Muslim prayer rooms in the Student Center building on the left-hand side of the entrance floor.

### Solution Center

The Solution Center is a platform established to provide immediate support for your requests and recommendations about all the amenities offered at our university. Solution Center serves as a single point of contact to submit all your requests, comments and recommendations to the relevant departments. You may create a request on myOzU or e-mail your requests to [solutioncenter@ozyegin.edu.tr](mailto:solutioncenter@ozyegin.edu.tr)

The categories of support provided by the Solution Center:

- IT Support
- Maintenance & Repair
- On-campus Cafes and Businesses
- Dining Hall
- OzU ID Card
- Transportation
- Cleaning & Handling
- Dorms (cleaning, maintenance and repairs, security, so forth.)
- Safe Living and Environment
- Lost & Stolen Items



# LIVING IN ISTANBUL

## Istanbul

In Istanbul, you can explore the city that was once known as the capital of capital cities, having served as the axis upon which the Roman, Byzantine and Ottoman Empires revolved. It has been the home to more than 120 emperors and sultans over a span of 1,600 years, and there are still remnants of their former wealth and glory scattered throughout the city: palaces and villas, churches and mosques, fountains and theaters, private schools and bathhouses.



Today, from the depths of this historical Istanbul, a new, modern, dynamic Istanbul has been born. Shiny shopping malls, skyscrapers and residences have emerged alongside the ancient minarets and Roman city walls. Integrated amongst the narrow streets and cobbled walkways are local shops and cafes ringing out the latest music sensations and feature the newest fashion trends. With a population of over 16 million spread across two continents, it is a city that never stops evolving.

Istanbul is also the financial and industrial center of the country, generating 25% of the GNP and playing a significant role in regional trade and cross-border relations. As the export and import gate of Turkey, the city originates 46% of the country's total exports; imports from Istanbul make up 40%. Listed 34th on the list of the world's largest city economies and home to 35 of the world's billionaires.

## Climate

You can enjoy all four seasons in Istanbul. Autumn and spring are cool and mild, winter is wet and cold with frequent rain and some snowfall, and summer is quite warm.

## Living Expenses

Istanbul is a city that offers opportunities for different budgets. An estimated average student budget is approximately \$300-350 per month.

## More information about living in Istanbul, Turkey can be found at:

<http://www.turkeytravelplanner.com>

[http://www.kultur.gov.tr/?\\_dil=2](http://www.kultur.gov.tr/?_dil=2)

<https://www.timeout.com/istanbul>

## Public Transportation

Public transportation in Istanbul comprises of a bus network, various rail systems, funiculars, and sea transportation. Buses, minibuses and metrobuses are the most commonly used modes of transport in Istanbul. Subway system is also available. Sea transportation is another important way of commuting in Istanbul since the city is on two continents. There are regular passenger sea buses and fast ferries operating between the shores of the Bosphorus. Ozyegin University students are entitled to discounted travel cards (IETT cards) after they receive their Turkish student residence permits.

Students can apply in person to IETT Centers to get their IETT cards issued. The closest IETT Center to campus is in Kadıköy. Please review the following link for the IETT offices:

<https://www.istanbulkart.istanbul/basvuru-merkezleri> (you can use google translate for english version)

## You can access schedules of different transportation options via links below:

Sea transportation: <https://www.sehirhatlari.istanbul/en> or <https://www.ido.com.tr/en>

Inner-city bus transportation: <https://iett.istanbul/en>

Railroad transportation: <http://www.tcdd.gov.tr/lang/en>

Subway/Metro/Tram: <https://www.metro.istanbul/en/Home>

## Traffic

Here is a friendly reminder for you: Istanbul traffic is heavy at certain times of the day. It is important to bear in mind the traffic situation when making arrangements and scheduling appointments. Rush hours are between 7.00 a.m. - 10.00 a.m. and 5.00 p.m. - 8.00 p.m., so try to avoid crossing the bridges during these hours and use sea transportation instead.



## Food & Restaurants

You can have a wide variety of local dishes as Turkish cuisine is famous for its range of delicious and halal foods. Make sure to try mantı, lahmacun, iskender kebab, çiğ börek, döner and the famous Turkish breakfast spread (serpme kahvaltı). You may want to eat something quick or sit down at a nice restaurant with a view of the Bosphorus or try to curb your appetite after a night out or taste the delicious food at a lokanta (traditional Turkish restaurant, offering home-style food). All is available in Istanbul. There are also a small number of restaurants where you can enjoy the tastes of Chinese, Japanese, Mexican, Italian, Indian, German and Korean cuisines. Moreover, there are abundant choices of fast food restaurants like McDonald's, Burger King, KFC, Pizza Hut, Subway and more.

### A useful link:

<https://www.yemeksepeti.com/en/>

<https://getir.com/en/food/>

(online delivery service for all areas of Istanbul)

## Shopping

There are a variety of options in Istanbul for shopping that cater to different tastes, needs, and budgets. You may find big malls, traditional bazaars, neighborhood bazaars as well as streets/neighborhoods famous for their shops. The following are some noteworthy options:

### Bazaars

- Kadıköy Çarısı (Asian side)
- Bağdat Street (Asian side)
- Beşiktaş Çarısı (European side)
- İstiklal Street (European side)

### Malls

**Asian side:** Ikea, Akasya, Meydan, Tepe Nautilus, Capitol, Paladium and Buyaka

**European side:** Akmerkez, İstinye Park, Metro City, Zorlu, Kanyon, Istanbul Cevahir, Marmara Forum and Trump Towers

### Supermarkets

There are a number of supermarket chains all over the city. Migros, Şok, A101, and Carrefour are just some to name.

**Grocery:** These are very small corner shops in a given locale, selling vegetables - fruits, drinks, dairy products, various junk food, newspapers, etc. There are big ones as well as small ones. Some of these shops tend to be cheaper than the supermarkets whereas

some big and famous ones are more expensive.

In most of the shops and supermarkets, you may use credit/ATM cards but at local bazaars you will mostly be needing cash.

## Cultural Attractions

### Museums

The following list includes some of the many museums worth visiting: Ayasofia (Hagia Sophia), Grandbazaar (Kapalıçarşı), Kariye Mosque (St. Saviour in Chora), the city walls and cisterns (Yerebatan Cistern), Topkapı Palace, the Museum of Turkish and Islamic Art (İbrahim Paşa Palace), the Naval and Military Museums, Dolmabahçe Palace, the Archaeological Museum. There is also Istanbul Modern Art Museum, Santralistanbul, Sakıp Sabancı Museum, and special interest museums such as the Sadberk Hanım Museum and the Rahmi Koç Museum of Transport, Industry and Communications.

You may get a student discount with your official student ID card. You can also apply for and buy a museum pass called Müzekart and obtain unlimited free access to over 300 museums nationwide. Some private museums are not included in the Müzekart system. For detailed information please visit: <https://muze.gov.tr/MuseumPass>

### Music and Performance Venues

The following places are popular music and culture venues: Cemal Reşit Rey Hall in Nişantaşı, Cemil Topuzlu Open Air Amphitheater in Nişantaşı, Rumeli Hisarı Open Air Amphitheater, various jazz clubs in Ortaköy, Babylon (famous for rock and alternative music performances). Istanbul has a very dynamic sociocultural life with numerous festivals and concerts throughout the year.

### You can search for music events and performances and buy tickets via links below:

Biletix Ticketmaster: [www.biletix.com/anasayfa/TURKIYE/en](http://www.biletix.com/anasayfa/TURKIYE/en)

Istanbul Foundation for Culture and Arts: <https://www.iksv.org/en>

### Cinema-Theaters

You will have no difficulty in finding a nearby cinema or theatre where you can watch the latest movies or plays. The following website gives a full listing of cinemas and their current offerings in Istanbul: <https://www.istanbulcityguides.com>

## Religious Institutions

As Istanbul embraces different religions, there are several working mosques in every neighborhood as well as countless churches and synagogues around the city.

# QUICK REFERENCES

## International Office

Address: Çekmeköy Campus, Nişantepe Mah. Orman Sok. No:34-36, 34794

Alemdağ, Çekmeköy/İstanbul

Phone: +90 216 564 9567/9457/9951/9132/9972

Fax: +90 216 564 90 63

E-mail: [international.enrollment@ozyegin.edu.tr](mailto:international.enrollment@ozyegin.edu.tr)

Web: <https://www.ozyegin.edu.tr/en/international>

## Housing Office (Dorms)

Address: Nişantepe Mah. No: 13 Alemdağ, Çekmeköy/İstanbul

Phone: +90 216 564 9458

E-mail: [yurt@ozyegin.edu.tr](mailto:yurt@ozyegin.edu.tr)

## Health Center

Phone for Emergencies: 0216 564 9 911

Phone for Non-Emergencies: 0216 564 9 112

Health Center – Sports Center Entry Floor

Infirmary – (Dorm 3, Floor -1, Room: 036)

## Security Center

Office: AB1 (Engineering Faculty) at G floor

Phone: 0216 564 91 55

## General Emergency Numbers

Medical Emergency / Ambulance: 112

Fire: 110

Police: 155

Coastguard: 158

Foreigner's Communication Center: 157



CAMPUS SERVICE PROVIDERS	LOCATION	Phone number +90 (216) 564 XX XX please dial number below
CAFES		
Caffè Nero	Student Center G floor	7017
Kahve Dünyası AB-2	AB-2 G floor	7099
Soulmate Cafe	OzU X	7050
OzU Sports Cafe	Sports Center	7031
Kahve Dünyası Dorm	Dorm 4 -2. floor	7055
Soulmate Cafe Dorm 6	Dorm 6	7107
STORES		
Sleepless	Dorm 4	7246
Sleepless	Dorm 6	7098
Şok Market	Student Center Floor -3	7260
FOOD AND DRINK STORES		
Akkol	Student Center Floor -1	7272
Bonbon Şekerleme	AB-3 G floor	
Dane Yayık Container	Container	
Harvest Cafe	AB-1/ Floor -2	7207
Harvest Fresh	Student Center G floor	7248
Kaşıkla Mantı	AB-3 G floor	7279
Marmaris Büfe	AB-3 Floor -1	7280
Pizza Hot Slice Container	Container	7205
Rumeli Köfte	ScOLa G floor	7286
Simitçi Dünyası	Student Center Floor -3	7209
Snob Street Food	Student Center Floor -1	
Subway ScOLa	ScOLa -2. floor	7255
Subway Sports Center	Sports Center Floor -1	
7 Hill Fries	Dorm 6	
Duygu Dolu Tatlar	Dorm 4	7285
Cafe 24	Dorm 2	7052
Pita	Dorm 6	
Dane Yayık Dorm	Dorm 4	7023
Her Zamanki Yer	Dorm 2	7239
Kumpir Box	Dorm 4	7284
Pizza Hot Slice Dorm	Dorm 4	7208
BOOK STORE		
Çağlayan Book Store	Student Center G floor	+90 (216) 5255100
Kıdem Sanat	AB-3 Floor -1	7071
OTHER STORES		
OzU Store	Student Center G floor	7204
Photo Booth	Student Center Floor -3	
Campus Beauty Store	Student Center Floor -3	
Hair Dresser	Student Center Floor -3	7226
Softwax Car Wash	Dorm 4 Open Parking	7022
Gürpak Dry Cleaning	Dorm 2 G floor	7051
Vodafone	Student Center G floor	7254
OTHER		
ATM (Akbank, Vakıfbank, Ziraat Bankası, Finansbank)	Student Center Floor -3	
Fibabanka	Student Center Floor -3	+90 (216) 525-5000
Kargomat	Student Center Floor -1	







ÖZYEĞİN  
UNIVERSITY

15<sup>th</sup> Year



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[ozyegin.edu.tr/en](http://ozyegin.edu.tr/en)