

İSTANBUL GELİŞİM UNIVERSITY
SCHOOL OF FOREIGN LANGUAGES
2019 – 2020 ACADEMIC YEAR
STUDENT HANDBOOK

2019-2020

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About Us

Mission

With its physical and technical infrastructure and its qualified, professional education system, Istanbul Gelisim University, the School of Foreign Languages provides its students with undergraduate programs as per the requirements about English and Russian languages. Our mission is to become a school that applies an education system in the light of Ataturk's principles and reforms; committed to national, moral and ethical values; is modern in foreign language education; follows the most recent literatures, approaches, methods and technical equipments; applies an interactive education model so as to enable its students to progress more rapidly and easily in foreign language training; differentiates with its academic staff; provides its students with the appropriate environment to contribute to their professional and social development; collaborates with various institutes and organizations; stands as a part of the global changing and improvement; takes science and logic as its basis; contributes to science, economy and culture in the country; raises students that can represent our country at international platforms; and contribute to the universal peace, as well as to be ranked among the most preferred schools for its educational level.

Vision

Having successfully performed the internationalisation policy in education, Istanbul Gelisim University; the School of Foreign Languages has been raising its students in the related undergraduate programs required by English and Russian languages, with its physical and technical infrastructure and qualified, professional education system. Our vision is to raise qualified individuals who achieved proficiency in English and Russian languages, and a good command in the history and culture of the learnt language; gained awareness about the necessity of different languages in the rapidly developing world; can carry out academic studies, when required; and have the capacity to work in the international field with a good command in their second language. Through the theoretical and practical trainings provided by its expert staff, the School of Foreign Languages takes as an objective to produce such graduates who can represent our country; have an original and innovative approach; act in the light of science and logic; are committed to moral and ethical values; have responsibility with a high common sense, open to change and improvement; lead their social circle and their future with the know-how they will have received; and are socially and environmentally conscious.

School of Foreign Languages Principal's Message

Dear Valued Students and Student Candidates,

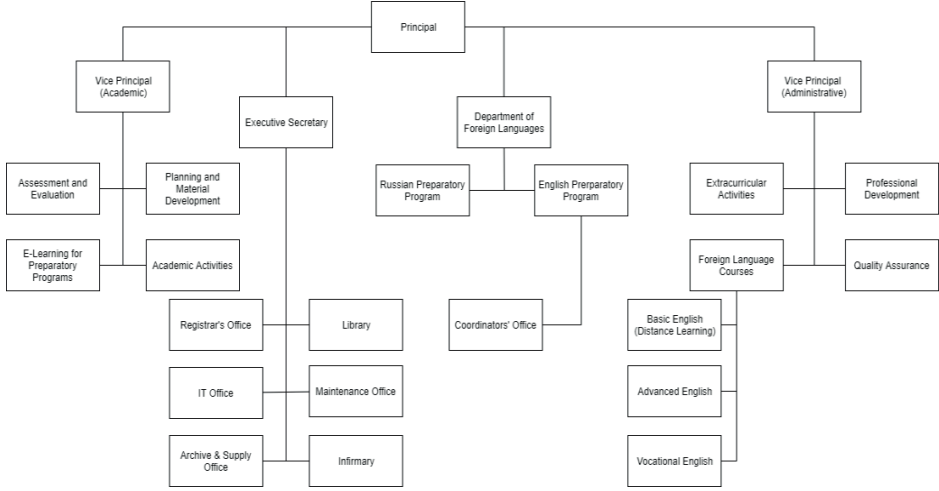
Speaking a foreign language in the modern world, where more than two billion people speak English, has become a must. Concordantly, the value and importance of people who can speak a second language in the rapidly developing and globalizing world continue increasing every day. Unfortunately, despite having a language acquisition ability and multilingual skills, the human kind is unable to use its talent in this field efficiently. As we take a closer look to this sad picture we faced, we can observe that particularly the people who grew up in our country could not use this skill and fell considerably behind about speaking a second language.

As Istanbul Gelisim University, School of Foreign Languages, we're willing to remove the barriers before language acquisition via the qualified and professional education system that we apply in compliance with our internationalisation policy and thus to improve the cultural level in our country. While realizing this objective, we passionately and steadily continue our educational activities at global standards, since the first day. Throughout their educational period at our school, our students receive an applied training on the structure, history and evolution of languages as well as the produced literary and historic works, during which they also gain various skills. While our students show their creativity and analysis skills in our comparative education, they will start to gain language proficiency in time.






During their study, our students will not only gain language speaking skills but also achieve the level of contemporary civilization via familiarizing with different culture. Thanks to the structure provided by multiculturalism and various ways of thinking, our students will be raised as questioning, critical and creative, socially and culturally well-equipped and socially and environmentally conscious individuals who can act rationally and scientifically. As our students will be capable to speak at least one foreign language efficiently and fluently, translate rapidly, study practically and comparatively once they graduate, they will become more advantageous against their rivals and serve their profession in appropriate environmental conditions.

Wishing you all a limitless success, I invite you to our school to experience the privileges of being a part of Gelisim and raise as world-class individuals.

Organizasyon Şeması



Administrative Staff

Principal	
Dr. Öğr. Üyesi Şahin GÖK	
Vice Principal	
Öğr. Gör. Büşra HACIKÖYLÜ	
Vice Principal	
Öğr. Gör. Naime AKYÜREK	
Executive Secretary of School of Foreign Languages	
Şafak KARADAĞ	
Student Affairs Officer of School of Foreign Languages	
Seher GÜLMEZ	

Academic Calendar

ISTANBUL GELISIM UNIVERSITY SCHOOL OF FOREIGN LANGUAGES DEPARTMENT OF FOREIGN LANGUAGES PREPARATORY CLASSES ACADEMIC CALENDAR FOR 2019-2020 ACADEMIC YEAR

IGUYET FALL(FALL PROFICIENCY TEST)	17 September 2019 Tuesday (at 10.00)
ORIENTATION SESSION	23 September 2019 Monday
TRACK I	FALL
Beginning of Courses	23 September 2019 Monday
End of Courses	15 November 2019 Friday
Progress Tests	18 – 22 November 2019 Monday-Friday
Deadline for the Announcement of Progress Test Results	29 November 2019 Friday (at 17.00)
Make-up Exams	02-06 December 2019 Monday-Friday
TRACK II	
Beginning of Courses	25 November 2019 Monday
End of Courses	17 January 2020 Friday
Progress Tests	20-24 January 2020 Monday-Friday
Deadline for the Announcement of Progress Test Results	31 January 2020 Friday (at 17.00)
Make-up Exam	03-07 February 2020 Monday-Friday
IGUYET SPRING (SPRING PROFICIENCY TEST)	3 February 2020 Monday (at 10:00)
TRACK III	SPRING
Beginning of Courses	10 February 2020 Monday
End of Courses	3 April 2020 Friday
Progress Tests	06-10 April 2020 Monday-Friday
Deadline for the Announcement of Progress Test Results	17 April 2020 Friday (at 17.00)
Make-up Exam	20-24 April 2020 Monday-Friday
TRACK IV	
Beginning of Courses	13 April 2020 Monday
End of Courses	5 June 2020 Friday
Progress Tests	8-12 June 2020 Monday-Friday
IGUGET (General Evaluation Test)	15-16 June 2020 Monday-Tuesday
Deadline for the Announcement of IGUGET Results	17 June 2020 Wednesday (at 17.00)
IGUGET Make-up Exams	25-26 June 2020 Thursday-Friday
IGUYET SUMMER (PROFICIENCY EXAM SUMMER)	29 June 2020 Monday (at 10:00)
IGUSUMMER (SUMMER)	
Registration	01-03 July 2020 Wednesday-Friday
Beginning of Courses	06 July 2020 Monday
End of Courses	14 August 2020 Friday
Evaluation Tests	17-19 August 2020 Monday-Wednesday
Deadline for the Announcement of Summer School Assessment Test Results	21 August 2020 Friday
Make-up Exams	27 August 2020 Thursday

Our Campus



Transportation

Istanbul Gelişim University is located on Beylikdüzü D-100 highway. With the ease of transportation developed for both sides of Istanbul, students can easily come to the campus area. In addition to being close to Metrobus station, our University also provides shuttle service between metrobus and our faculties with a private service company that our university has contracted. Students who come to the campus with their own cars can use our university's car park free of charge.

Public Bus Service

- 145 İHLAS MARMARA EVLERİ - ZEYTİNBURNU METRO
- 303 SILIVRI - YENİBOSNA METRO
- 400A YEŞİLKENT / BEYKENT - YENİBOSNA METRO
- 401 ÇATALCA - YENİBOSNA METRO
- 401T TEPEKENT - YENİBOSNA METRO
- 418 HADİMKÖY - LÜ. AVCILAR KAMPÜSÜ
- 429 KIRAÇ - YENİBOSNA METRO
- 448 MIMARSINAN - YENİBOSNA METRO
- 458 GÜRPINAR - YENİBOSNA METRO
- 76 BEYLİKÜZÜ - BAKIRKÖY
- 76C BÜYÜKÇEKMECE - BAKIRKÖY
- 76G GÜRPINAR - AVCILAR METROBÜS
- 76TM TEPECIK KIPTAŞ KONUTLARI - AVCILAR METROBÜS
- 76Y İHLAS MARMARA EVLERİ - BAKIRKÖY
- BM4 KAVAKLI/İHLAS MARMARA EVLERİ - AVCILAR METROBÜS
- HT18 HADİMKÖY - Y.BOSNA METRO
- HT29 KIRAÇ - AVCILAR METROBÜS



Campus Plan



PREPARATORY SCHOOL

Courses

COURSE NAME	WEEKLY HOURS
Main Course	10
Reading	2
Writing	2
Listening	2
Speaking	2
Integrated Skills	2

Exams

Exams consist of short-term exams, mid-term exams and General Evaluation Test (GET), and they can be conducted verbally or in written form.

Proficiency Exam (IGUYET): The principles related to the application of the proficiency exam are determined by the School of Foreign Languages. In order for a student to be considered successful in foreign language programs; it is compulsory to get 70 points out of 100 in the B2 level foreign language test. No excuse is considered valid for the proficiency exam. The result of Proficiency Exam provides a reference for students' foreign language levels.

Short Exams (QUIZ): Short exams are held for each course in each course in the number specified in the curriculum. Short exams can be conducted as; in-class reading assignments, writing on class reading topics and so on. There is no makeup exam for the short exams.

Mid-Term Exams (PROGRESS TEST): The mid-term exam consists of five exams which assess Reading, Writing, Speaking, Listening and Grammar skills at the end of each track. There are 4 mid-term exams in total in both semesters.

General Evaluation Test (GET): Students who have fulfilled the attendance requirement can take the General Evaluation Test. The General Evaluation Test consists of five components based on skills.

Make-up Exams: If the student does not attend the mid-term and general evaluation tests held at the end of the exchange due to their excuses, the Board of Directors of the School of Foreign Languages shall reach a verdict on the acceptance of excuse. If the excuse is accepted as valid, the student is entitled to take make-up exams of which, and the date, place and time is determined by the School of Foreign Languages. Applications for excuses are submitted to the School of Foreign Languages in writing within five working days after the excuse no longer exists. Applications submitted after the allowed time shall not be taken into consideration.

Appeal to Exam Results

The student may write an appeal to the related unit within 5 (five) working days after the announcement of the examination results and request the assessment of the exam to be reviewed for any errors. If an error is detected, the necessary corrections shall be made by taking the opinion of the course instructor. No request for the change of scores shall be responded after the deadline for appeals.

Status of Success

If students who must take the compulsory English classes pass the proficiency exam or complete the preparatory school successfully, they are enrolled to the first grade of their programmes. Students enrolled in undergraduate and associate degree programmes whose language of instruction is English repeat the preparatory class in case of failure. However, students who fail in the preparatory class are given the chance to take the Proficiency Exam which is held three times in each academic year without attending classes. In order to be able to take this exam, students must submit their request in writing to the School of Foreign Languages at least five (5) business days before the exam.

Foreign Language Preparatory Class cannot exceed four semesters for the failed students who are enrolled in undergraduate programs whose language of instruction is English.

In case of failure in the preparatory class, the students can request to be placed in the departments/ programmes of the higher education institutions whose language of instruction is Turkish by the Centre for Assessment, Selection and Placement (ÖSYM) according to their university entrance scores provided that the base score of those programmes is not higher than the base score of student's current programme. This process shall be handled by the student as part of his/her responsibility.

Exemption

In order to be exempted from the preparatory class, students must meet at least one of the following requirements:

- a. To obtain 70 or more points out of 100 from the Proficiency Exam at the beginning of the academic year.
- b. To complete the last three years of education in a country where the language of instruction is spoken as native language, in the secondary education institutions which provide education in the native language of the country concerned.
- c. To obtain at least 60 points from the Foreign Language Proficiency Test (YDS) or the equivalent score from a national/international exam.
- d. To have successfully completed the relevant foreign language preparatory class in the last two years or have passed the relevant foreign language preparatory class proficiency exam. This period is three years for the students who are registered through internal or external transfer. In this case, the exemption decision is made by the Board of Directors.
- e. To submit the related documents to the secretariat of the School at the latest one week before the foreign language preparatory class proficiency exam.

Opportunities for Our Students

Weekend School

Istanbul Gelisim University School of Foreign Languages has started the "Weekend School" application for English preparatory class students. The aim of the program is to improve the English speaking and communication skills of prep students. The program is held on Saturday to reduce the cognitive barriers by removing the students from the stress created by the classroom environment and to give them a fluent speech habit in more comfortable, self-enhancing environments.

Another aim of the Weekend School is to reduce the shyness of speaking in a foreign language by transforming the formal relationship between teacher and student into a warmer and more sincere peer relationship and to enable students to speak more fluently in a natural and comfortable environment.

Food/drink break given before and during the lessons motivate the communication in the foreign language to continue outside the classroom. Short conversations in small groups with foreign instructors who do not speak Turkish only provide richness before, during and after lessons.

Vocational English is the afternoon event of IGU-Weekend School. It is aimed that the students will be familiar with the subjects and words they will encounter in the vocational courses they will take in their departments. The students prepare their profession for the first time with foreign instructors who are experts in the fields of Architecture, Engineering, Health, Psychology, Management, Trade and Political Science. Thus, with the self-confidence gained at Weekend School, she/he will be able to make a good start to the department courses.

The program continues throughout the academic year. Students who attend the program without absence will be given a "participation certificate."

Extracurricular Activities

The Extracurricular Activities Unit within the School of Foreign Languages organizes various group activities that will contribute to the personal development of our students throughout the year.

Pearson Assured Accreditation

We have received the Pearson Assured Accreditation Certificate that we started with Pearson Assured on March 08, 2018 as IGU-YDYO. Since our school attaches importance to faculty and students, we would like to share with you the process-related issues.

What is Pearson Assured?

It is an internationally recognized quality assurance and accreditation system developed by the world's largest training solutions company, Pearson. Students of these accredited educational institutions are entitled to receive the internationally recognized Pearson Assured Certificate. Unrivalled by the quality assurance service it offers, Pearson Assured offers significant support for the development of education and training, and does so on a quality basis. In this context, the criteria and practices developed by Pearson Assured have great respect and validity. In the UK, Pearson Assured is overseen by Ofqual, the organization responsible for qualifications, examinations and assessment services. Within this framework, the institution; its services and products will be accredited by an international, impartial and independent organization with worldwide recognition. The studies will be proved to be in international standards and will be a reference for both the institution and the students.

Pearson Assured Certificate

Students who have successfully completed the accredited programs of the universities that have completed the institutional accreditation process conducted by Pearson Assured are entitled to receive the internationally recognized 'Pearson Assured Accreditation Certificate'. The certification process covers a 4-week period of application, approval, UK printing and delivery.

Why is Pearson Assured important?

Students will be entitled to receive a certificate indicating that the program they have successfully completed is accredited by Pearson Assured and thus a quality assured program.

- The certificate will help students gain greater validity in academic and professional qualifications.
- Pearson works with more than 1000 organizations worldwide.

Especially in the UK, the United States, Europe and the Middle East it is working with many institutions and organizations.

- The students who receive the certificate will get significant support for their school admissions, job applications and careers in these regions.

How to get the Pearson Assured Certificate

Applications for the Pearson Assured Certificate can be done via <https://www.pearsonyayinlari.com/sertifika/okul/istanbul-gelisim-universitesi-yabanci-diller-yuksekokulu> . Application fee for the certificate is 50 GBP.

Certification process comprises of four stages: application, approval, printing in the UK and delivery. The process takes 4-6 weeks. The point of delivery is Istanbul Gelisim University School of Foreign Languages.

FOREIGN LANGUAGE COURSES

In long-term language learning process, the Foreign Language Lessons commission conducts the Advanced English and Foreign Language courses in order not to limit the language learning to one year and to ensure that the connection with the language is not disrupted. The Advanced English Courses organized according to departments enable students to progress up to C1 level according to the Common European Framework of Reference.

These courses contribute to the language learning of students and help them build language background for the countries they go when they want to benefit from student exchange programs such as Erasmus+.

A. General English

Foreign Language I – English (YDL101)

It is a foreign language course taught in the fall semester to first year students in undergraduate and associate degree programs without compulsory preparatory education. The course is carried out by the instructors of the Foreign Language Courses commission through distance education. The course is at A1 level and it is aimed that the students who take the course will have English skills at A1 level at the end of the semester.

Foreign Language I – English (YDL102)

It is a foreign language course taught in the spring semester to first year students in undergraduate and associate degree programs without compulsory preparatory education. The course is carried out by the instructors of the Foreign Language Courses commission through distance education. The course is at A2 level and it is aimed that the students who take the course will have English skills at A2 level at the end of the semester.

Exemption

Exemption exams are held once a year at the beginning of the academic year (Fall Semester) on the date specified in the academic calendar. Students can only take one exemption exam from a course. In order to be successful in the exemption exam, a grade of CC and above is required. Those who pass the exemption exam cannot continue the course by requesting the cancellation of the exam result, or those who are successful in the course (including DD and DC) cannot take the exemption exam again in order to upgrade their grades.

The exemption exam for the students who are registered in the spring semester through the transfer is held at the beginning of the spring semester on the date specified in the academic calendar.

B. Advanced English

Advanced English Skills I (YDL103)

It is a foreign language course taught in the fall semester to undergraduate students with compulsory preparatory education. The course is carried out by the faculty members of the Foreign Language Courses commission through face-to-face education. The course is at B2-C1 level.

Advanced English Skills II (YDL104)

It is a foreign language course taught in the fall semester to undergraduate students with compulsory preparatory education. The course is carried out by the faculty members of the Foreign Language Courses commission through face-to-face education. The course is at C1 level.

C. Vocational English

In the undergraduate and associate degree programs of the different faculties and schools of our university, there are various Vocational English Courses aimed at blending the language competencies of the students with their professional knowledge.

You can learn the details about the courses via the link <http://gbs.gelisim.edu.tr>

D. Exams and Certificate of Achievement

All courses within the Foreign Language Courses are subject to the Regulation of Associate Degree and Undergraduate Education and Examination of Istanbul Gelişim University.

FREQUENTLY ASKED QUESTIONS

How to connect to school's Wi-Fi network?

FOR ANDROID

1. Select the 'STUDENT' connection in the Wi-Fi networks of your Android device.
2. In the window that opens, select EAP method as PEAP and Phase 2 authorization as MSCHAPV2.
3. Enter your student number in the 'Identity' field.
4. Enter your OBIS password as 'password'. (If you receive the warning "Password is incorrect", reset your password in the 'My information' menu in OBIS.)
5. Select 'Connect' to connect to the STUDENT network.

FOR APPLE - IOS

1. Select the 'STUDENT' connection in the Wi-Fi networks of your device.
2. Enter your student number in the 'username' field.
3. Enter your OBIS password as 'password'. (If you receive the warning "Password is incorrect", reset your password in the 'My information' menu in OBIS.)
4. Select trust for certificate reliability.
5. Then you connect to STUDENT network.

What is OBIS (Student Information System)?

It is the information service offered to the use of our students in university. They can have access from their own web systems, computers, phones and tablets.

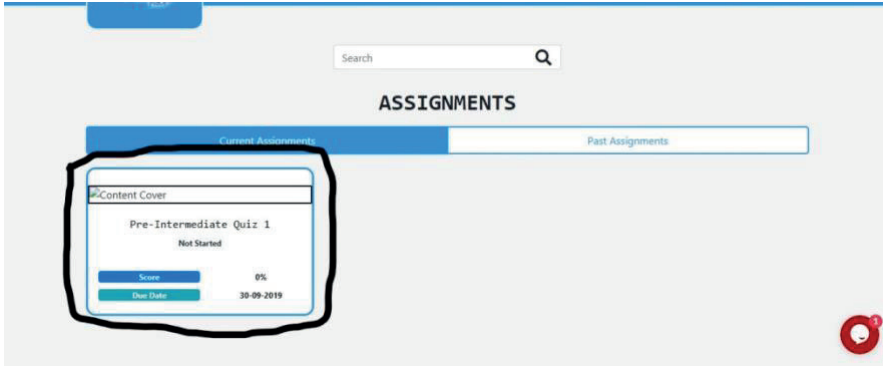
How to access OBIS Automation Program?

From your web browser, you can log in to <http://obis.gelisim.edu.tr/login.aspx> and log in with your student number and your password. If this is the first logging in, change your password.

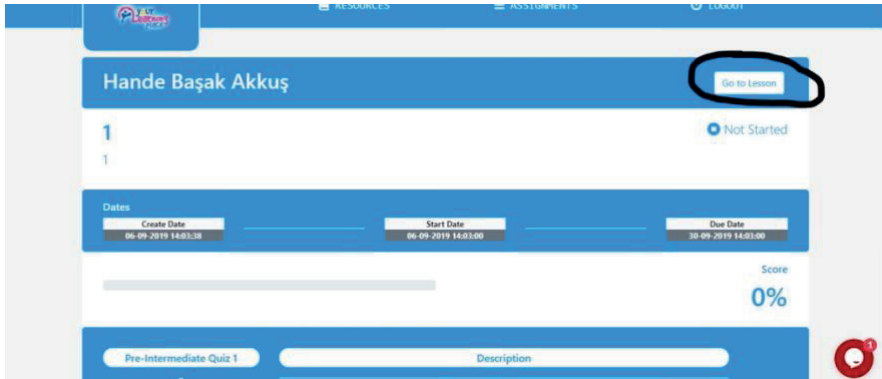
How to access E- Learning System (YourLearningPlace)?

It is accessed via the link <https://www.yourlearningplace.com> Username and password are provided by the e-learning coordinator.

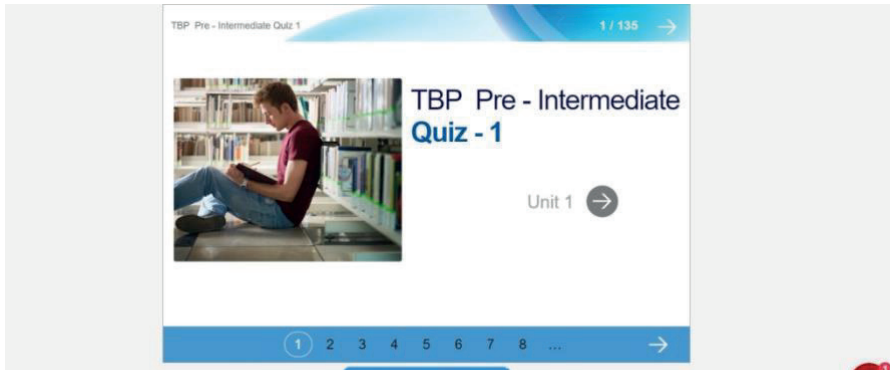
1- In order to see the assigned quizzes after logging in to the student account, you should first proceed to ASSIGNMENTS.



2- Click on the assigned quiz for details.



3- After the window of details appear, click GO TO LESSON and start the quiz.



4- After answering all the pages, press SAVE AND EXIT to save the quiz.

What is a student card? Where can I use it? What to do if it is lost?

After the registration process of the students who applied to our university, student ID card is issued by the Student Affairs of the School. Students who register or renew their registration with the related student ID card are given a photo student card valid for one year in order to benefit from all the facilities provided to the students by the Student Department. In case of loss, the Directorate of Student Affairs should be informed as soon as possible.

What is a travel card? Where can I use it?

It is a discounted transportation card which is used in the public transportation vehicles of the Istanbul Büyükşehir Municipality within the borders of Istanbul. The application fee will be deducted automatically after the student loads money to the card.

What is a student certificate? Where can I use it ? How to get it?

Student certificate is a document showing that the students are registered to our university as students. It can be issued to be given to any institution upon the request of our students. Student certificate can be obtained from the Student Affairs Department (Block A) or the secretariat of the School of Foreign Languages.

How to get the document that shows the preparation success status?

The document showing the preparation status is received from the Student Affairs of the School by filling out the form.

How to calculate absence rate?

Absence rate is 20% of the total number of course hours per year. The calculation of absence is done based on the total number of absent hours throughout the year, not on a course-based rate. For example; If the total number of hours per year is 640, the student is allowed to be absent for a maximum of 128 hours throughout the year.

Is medical report valid as an excuse for absence?

No. Medical reports of students are not taken into account in the calculation of absence rate and the duration of medical report is not considered as attended hours.

When is medical report considered valid?

Students can submit medical report as an excuse for not attending Progress Tests provided that the report is obtained from a fully-fledged state hospital and it has a barcode and date&time stamp. Students must submit this report to the Secretariat of the School.

How to update student information?

If there is any change in the contact information, the students shall update their information by submitting a petition to the Student Affairs of the School or by logging into the student information system (OBIS).

Social Life

Health Facilities

You should not forget to give importance of being healthy while realizing your dreams for the future. Your health is important for us. There are health centers on the IGU campus that serve students and university staff. All the medical staff working in the health center are experts and experienced people who have the knowledge and skills to meet the health needs of the population on campus. The main purpose of our health center is to provide medical intervention and care in emergency health problems with daily polyclinic services to the students, and to refer to full-fledged hospitals for further examinations and treatments when necessary.

Accommodation

Istanbul Gelişim University offers its students a campus life in the city center, making them advantageous in terms of transportation and housing. Istanbul Gelişim University signs agreements with the dormitories that can offer the best conditions to its students in order to ensure that the students can live in hygienic, comfortable and safe conditions.

Food and Beverages

Istanbul Gelişim University School of Foreign Languages have a canteen and a cafeteria where socializing is provided to meet the nutritional and recreational needs of students.

Sports facilities

The sports complex located in the campus of Istanbul Gelişim University; was created with the aim of evaluating the extracurricular time of the young people of IGU with sportive activities and to reveal their abilities. Basketball and volleyball courts, tennis court, indoor gym can be used every day. The aim is to prepare the environment for students to gain healthy living habits, to enrich campus life and to provide students with life-long sports skills by organizing quality physical education, sports and fitness programs.

IGU Career Centre

Development of IGU students, to know themselves, to realize the current and near future work areas and the universal future of these areas, competence, equipment and personality characteristics are suitable for which areas, to develop themselves through workshops, to meet with professional life officials, who pursues them that they meet professional recruitment experts; to introduce themselves to them, to create the widest possible professional communication network, to prepare for positions to apply for university.

You may not yet know how to shape your career journey; whether you have just started college, or maybe even graduate. No matter what stage you are in, you can get in touch with our career counsellors on a variety of topics to shape your future.

Regulations

IGU Education and Examination Regulations for Associate and Undergraduate Degrees

For IGU Education and Examination Regulations for Associate and Undergraduate Degrees, visit;
https://panel.gelisim.edu.tr/assets/2018/dokumanlar/genel_sekreterlik/%C3%96NL%C4%BOSANS%20VE%20L%C4%BOSANS%20E%C4%9E%C4%B0T%C4%B0M-%C3%96%C4%9ERET%C4%B0M%20VE%20SINAV%20Y%C3%96NETMEL%C4%B0%C4%9E%C4%B0_b0b7887234cd4d028a6407bb4613b5aa.pdf

Student Discipline Regulations

For the Disciplinary Regulations for Associate and Undergraduate Students at Istanbul Gelişim University, visit;
<https://hukuk.gelisim.edu.tr/sayfa/yuksekogretim-kurumlari-ogrenci-disiplin-yonetmeligi>

Library Directive

https://panel.gelisim.edu.tr/assets/2018/dokumanlar/genel_sekreterlik/YN.19%20ig%C3%BC%20k%C3%B-Ct%C3%BCphane%20y%C3%B6nervesi_cc24d357eaa948148b57cef66f122e57.pdf

Regulation on School of Foreign Languages and Preparatory School

For the Istanbul Gelişim University Internship Regulations, visit;
https://panel.gelisim.edu.tr/assets/2018/dokumanlar/iguwebsite/Yabanci_Diller_Yuksekokulu_Ve_Hazirlik_Sinifi_Egitim-ogretim_Yonetmeligi_25d9f8a4cd7b4e42ba8cd74836641d71.pdf

Istanbul Gelisim University Double Major Directive

For the Istanbul Gelisim University Double Major Directive, visit;

https://panel.gelisim.edu.tr/assets/2018/dokumanlar/genel_sekreterlik/YN.09%20ig%C3%BC%20%C3%A-7ap%20y%C3%B6nergesi_a026e4699d13484096a8aead5966e709.pdf

Istanbul Gelisim University Student Council Directive

For the Istanbul Gelisim University Student Council Directive, visit;

https://panel.gelisim.edu.tr/assets/2018/dokumanlar/genel_sekreterlik/YN.21%20ig%C3%BC%20%C3%B6%20%C4%9Frenci%20konseyi%20y%C3%B6nergesi_71446d2733b344cd83704aa10ad9d922.pdf



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