



FACULTY OF HEALTH SCIENCES
NURSING PROGRAM
BACHELOR'S DEGREE PROGRAM
STUDENT HANDBOOK

2026

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Dear students,

Welcome to the Nursing Program, Faculty of Health Sciences, Fenerbahçe University (FBU). This handbook has been prepared to provide you with information that you can use as a guide throughout your studies.

1. Message from the Head of the Nursing Department

In today's world, health care systems in all countries face immense and unique challenges such as nursing shortage, cost-effective health care management approaches, an aging population, increased non-communicable diseases, and increased patient complexity. Although many factors are changing in these conditions, a huge need for nurses in all health care settings remains. The increase in the population, the changes in the social and economic structure, and the differentiation of needs have led to an increase in the need for nurses in the health sector and made nursing one of the most sought-after professions of our age.

Our Nursing Program; aims to train nationally and internationally sought-after and preferred nurses who can use technology and knowledge, believe in teamwork, provide services for patients' treatment and care, and maintain and develop the individual and society. Fenerbahçe University, Faculty of Health Sciences, Nursing Program is the correct address for your personal and professional development with its student-oriented approach and experienced, innovative, and enthusiastic faculty. Our Nursing Program is committed to training future's nurses based on the transcultural health care environment. The program's main purpose is to train professional nurses who may care for individuals from different cultures in today's multicultural health care settings and may work in different countries.

2. FBU Mission, Vision, and Basic Values

Mission

To nurture pioneering individuals in society who prioritize research, development, lifelong learning, and innovation as a university that creates value through education and training in the fields of science, technology, art, culture, and sports.

Vision

To be recognized worldwide as a respected university that enriches its stakeholders at the national and international levels in the fields of science, technology, culture, the arts, and

sports, fosters their continuous development through collaboration, and enables all members of the university community to realize their full potential as responsible and ethical individuals.

Basic Values

- Embracing national and international values
- Upholding good governance
- Valuing academic freedom
- Promoting sustainability
- Fostering innovation
- Encouraging entrepreneurship
- Valuing public and social responsibility
- Adhering to the principles of Total Quality Management

3. Information About the Department

a. History

Fenerbahçe University, founded by the Fenerbahçe Education, Culture, and Health Foundation, gained its legal personality with the law published in the Official Gazette dated November 24, 2016. The Nursing Program admitted its first students in fall 2021 and graduated its first cohort in the 2024-2025 academic year.

b. Educational Objectives of the Program

- ✓ Are employed in nursing fields after graduation.
- ✓ Develop nursing professionals who demonstrate leadership, collaboration, advocacy, ethical practice, and cultural sensitivity while responding to the healthcare needs of individuals, families, and communities.
- ✓ Foster lifelong learning, scholarly inquiry, and professional development through engagement in research, innovation, and continuous improvement of nursing practice.

c. End-of-Program Learning Outcomes

Upon graduation, the student will be able to:

1. Apply nursing knowledge, critical thinking, clinical judgment, and leadership skills to provide safe, evidence-based, and patient-centered care to individuals, families, and communities.

2. Practice nursing through evidence-based knowledge in the nursing process and participate in scientific research activities.
3. Demonstrate competence in nursing informatics and medical technologies to deliver safe and high-quality healthcare.
4. Provide a patient care environment consistent with professional values, laws, and ethical principles, while demonstrating respect for diversity and cultural sensitivity.
5. Collaborate effectively with members of multidisciplinary healthcare teams and engage in therapeutic communication and health education.
6. Engage in lifelong learning, professional development, and reflective practice to enhance personal growth and advance the nursing profession.

d. Our Mission, Vision, and Values

Our Mission:

The Nursing Program aims to train nursing students considering recent scientific nursing knowledge to make them competent in fulfilling the professional roles of nursing; contemporary in science; free and critical thinkers; committed to human rights and ethical principles; equipped with strong communication skills; capable of making independent decisions with full awareness of their legal responsibilities; and dedicated to research, inquiry, effective leadership, and the delivery of high-quality, culturally sensitive care that protects, promotes, and sustains the health of individuals, families, and communities for the benefit of society.

Our Vision:

The vision of the Nursing Program is to become a respected and recognized department in the region via training nursing students capable of applying up-to-date scientific knowledge and technology, working effectively in teams, and aim to pursue excellence in care through education, research, and practice.

ICN (International Council of Nursing) Values:

- Respect
- Empathy
- Privacy

- Care
- Compassion
- Dignity
- Responsiveness
- Equity
- Solidarity
- Justice
- Responsibility
- Advocacy
- Confidentiality
- Inclusivity
- Safety
- Collaboration
- Fairness
- Accountability
- Public good
- Knowledge
- Integrity
- Expertise
- Service
- Judgement
- Skill
- Leadership
- Trust
- Competence

e. Faculty, Contact and Advisory Information

You can access the faculty and contact details under the Faculty of Health Sciences heading (<https://www.fbu.edu.tr/en/academic-staff/faculty-of-health-sciences>).

You can contact faculty and your advisor via the institutional email address with the @stu.fbu.edu.tr extension provided to you during registration. Even if faculty contact you on their personal mobile phone to expedite the process, you must always submit your requests and questions via your institutional email address.

The advisor assigned to you in your first year will continue to advise you for four years. Nursing Program faculties work during the hours set by the university, but may be away from the institution on days when they are engaged in scientific research. We recommend that you review the student office hours posted on the faculties office door or web site at the beginning of the term and schedule an appointment via email at least one day in advance for these days.

Students should first consult with their advisors, then contact the head of department, then the associate deans and the dean, and finally the university administration. It is important to follow the hierarchy.

f. Location in Building

Fenerbahçe University is located in Blocks F and B.

g. Classrooms, [Program of Classes](#), Syllabus

Classrooms are located in both blocks. Your course schedule is available on the Student Information System (OIS) and on the website. In addition, the Nursing Program curriculum and course content can be found on our Nursing Program website under the '[Course Plan](#)' tab (Figure 1).

Figure 1. Course Program Description

NURS2020 Growth and Development Asst. Prof. Negarin Akbari F-406 (50)	NURS2007/NURS2001 Internal Medicine Nursing Theoretical Asst. Prof. Merve Kıymaç Sarı B-411 (50)
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Interpretation of the sample lesson plan shown in Figure 1:

The Growth and Development course, code NURS2020, will be given by Assistant Professor Negarin Akbari in classroom 406 on the 4th floor of Block F. The Internal Medicine Nursing Theoretical course, coded NURS2007/2001, will be given by Assistant Professor Merve Kıymaç Sarı in classroom 411 on the 4th floor of the B block. The course will be given in the classroom on the floor corresponding to the number at the beginning of the code (Table 1).

Table 1. Classroom and Laboratory Information

F201 Nursing Simulation Laboratory			
FL215 Midwifery/Nursing Basic Skills Laboratory			
F BLOK		B BLOK	
Class No	Floor No	Class No	Floor No
F104	1st Floor	BL01	Lobby Floor
F102		B209	2nd Floor
F109		B210	
F111		B211	
F202	2nd Floor	B212	
F204		B213	
F222		B214	
F302	3rd Floor	B215	3rd Floor
F304		B216	
F306		B217	
F317		B219	
F322		B309	
F401	4th Floor	B310	3rd Floor
F404		B311	
F406		B312	
F420		B313	
F421		B314	
F503	5th Floor	B315	4th Floor
F504		B409	
F506		B410	
F522		B411	
F02	0 Floor	B412	
Blue Hall		B413	

FL111	L1 Floor	B414	5th Floor
FL117		B501	
FL118		B502	
FL119		B511	
FL120		B512	
FL121		B513	
FL206	L2 Floor		
FL207			
FL216			
FL217			
FL218			
FL219			
FL220			
FL221			

h. Forms and Guides

General forms and guides are available on the FBU website under the ‘Student’ tab. Students must use these draft forms when submitting written petitions (<https://www.fbu.edu.tr/en/student/forms-and-guides>).

Department-specific procedures, principles, and all required forms are available at the nursing program website: (<https://www.fbu.edu.tr/en/faculties/faculty-of-health-sciences/nursing-english>).

i. Clinical Practice

- Considering that nursing is an applied discipline, clinical practice holds significant importance. Students are expected to diligently fulfill their roles and responsibilities in this context.
- Before starting their clinical practice, students' residence addresses are collected, and efforts are made to have them perform clinical practice at institutions as close to their addresses as possible.

- The tests, vaccines, and documents required by institutions for clinical practice vary from institution to institution. Students are responsible for completing these documents in full before the start date of the clinical practice. If any documents are missing, the student cannot participate in the clinical practice, and they will be responsible for making up any missed clinical practice days.
- Before the clinical practice, students consent to the clinical practice rules by reviewing them collaboratively with the course instructor and providing their approval through signature.
- The procedures that students must adhere to when experiencing injuries caused by penetrating or cutting tools, or other work-related accidents within their clinical practice area and hours, are detailed in the workflow and presentation available on the nursing program's website.
- In accordance with the department board's decision dated September 2, 2026, students who fail practical courses must retake the entire course, including both its theoretical and practical components.

4. General Information About the University

a. University Administration

Table 2 : University Administration

Prof. Dr. Fatma KANCA	Rector	6th Floor F Block
Prof. Dr. Mehmet Yıldırım ÜÇTUĞ	Vice-Rector	6th Floor F Block
Prof. Dr. Şükriye Güniz KÜÇÜKGÜZEL	Vice-Rector	6th Floor F Block
Prof. Dr. Muazzez GARİPAĞAOĞLU	Dean of the Faculty of Health Sciences	F219
Dr. Öğr. Üyesi Yağmur ŞANCI	Vice Dean of the Faculty of Health Sciences	F213
Dr. Öğr. Üyesi Sezen SEVDİN	Vice Dean of the Faculty of Health Sciences	F211
Prof. Dr. Hasibe KADIOĞLU	Head of the Nursing Department	F212

b. [Web Page](#)

The important links you will need are located under the Student tab on the home page (Figure 2). You can also access the Academic Calendar, which includes exam week dates, under this tab.

Figure 2. [Student](#)

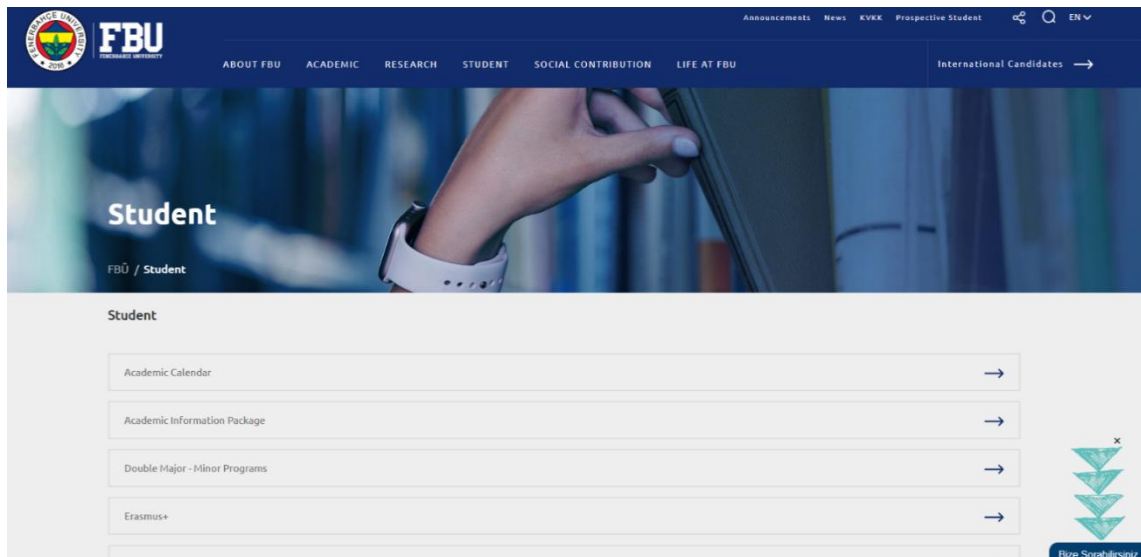
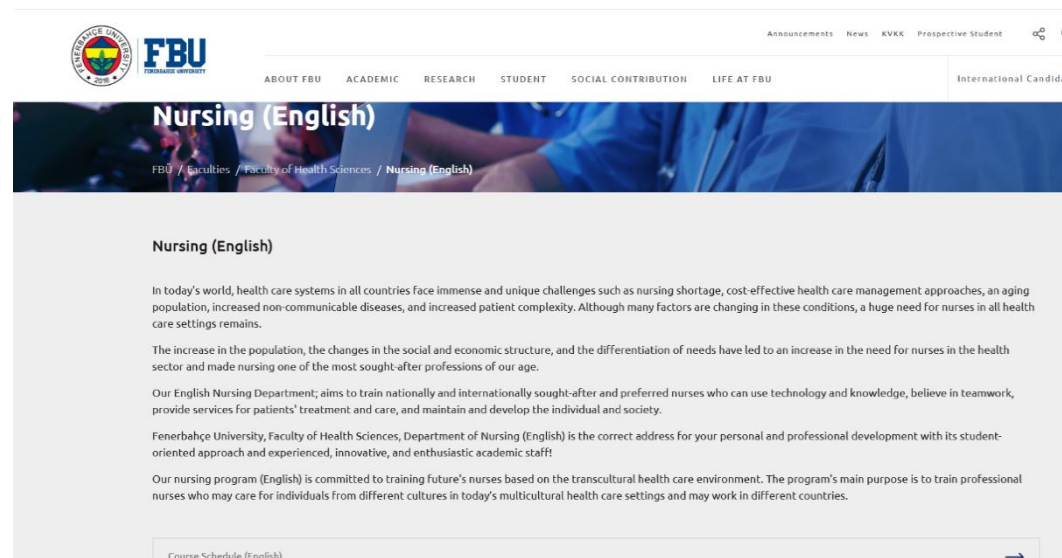


Figure 3. Nursing Program Web Page (<https://www.fbu.edu.tr/en/faculties/faculty-of-health-sciences/nursing-english>)



c. Scholarships and Discount Rates

Link: <https://www.fbu.edu.tr/en/student/scholarships-and-discounts>

Achievement Scholarships

Fenerbahçe University provides 100% and 50% scholarships based on YKS exam results. These scholarships are awarded to students who secure a place within the university's quota as outlined in the ÖSYM examination guide. The scholarships are valid for two years at the foreign language preparatory and associate degree levels, and four years at the undergraduate level.

Top 5 Preference Scholarship

This scholarship is awarded to students who are placed in and enroll in a Fenerbahçe University program within their top five choices, provided that all of these preferences are Fenerbahçe University programs.

Academic Achievement Scholarship

Students with an overall average of 3.90-4.00 in all courses from the previous year, coupled with a cumulative GPA of at least 3.00 in their associate or undergraduate program, qualify for a 50% tuition scholarship. Conversely, students averaging 3.80-3.89 with a minimum GPA of 3.00 in their enrolled program are eligible for a 25% tuition fee scholarship.

Athlete Scholarship

This scholarship is a tuition fee discount granted to students who represent the University in competitions in the sports branches in which the University operates.

Special Needs Discount

The discount rate for students with disabilities is 10%.

Children of Martyrs and Veterans Discount

A 10% (ten percent) tuition fee discount is granted to the spouses and children of martyrs and veterans who enroll in University programs.

Employee Spouse and Children Discount

Employees of Fenerbahçe University, Fenerbahçe Sports Club and its affiliates, Fenerbahçe College, Medicana Health Group, and MBA Schools, as well as their spouses and children, are granted a 25% (twenty-five percent) discount.

Enrolled Sibling Discount

A 5% (five percent) sibling discount is granted for each sibling who enrolled as a student at the University.

Fenerbahçe College and MBA College Graduates Discount

A 25% (twenty-five percent) discount is granted to students who graduate from Fenerbahçe College or MBA College and are placed in University programs as their first choice, or without listing any other university preference in between.

KYK Higher Education Credit and Hostels Institution Scholarship and Loan

A non-repayable scholarship or a repayable financial support for students enrolled in associate, undergraduate, master's, and doctoral programs at higher education institutions in Türkiye. Link: <https://kygm.gsb.gov.tr>

KYK Student Dormitory Support

Provides accommodation in state-operated student dormitories for eligible higher education students. Link: <https://kygm.gsb.gov.tr>

IBB Istanbul Metropolitan Municipality “Young University Student” Scholarship

Provides financial support to undergraduate, associate, master's, and doctoral students who meet the eligibility criteria and have financial need. It is available to students studying at public universities or foundation universities with a 100% scholarship. Link: <https://gencuniversiteli.ibb.istanbul>

ITO Istanbul Chamber of Commerce Scholarship

Available to undergraduate students studying at public universities within Istanbul, as well as students enrolled in foundation universities with a 100% ÖSYM scholarship. Double-major, minor, open education, and distance education students are excluded. Applications must be submitted online through the Istanbul Chamber of Commerce website. Link: <https://ik.ito.org.tr>

SSYV Health and Social Assistance Foundation Scholarship

A scholarship available to undergraduate students studying medicine, pharmacy, dentistry, nursing, and health sciences. Generally, students in their second year or above may apply. Link: <https://ssyv.org.tr/2026/09/01/2026-2027-yili-karsiliksiz-burs-basvurulari/>

VGM Directorate General of Foundations Higher Education Scholarship

A non-repayable scholarship for financially disadvantaged associate and undergraduate students. Link: <https://www.vgm.gov.tr/sayfalar/burs-basvurulari>

Anadolu Foundation Scholarship

Available to undergraduate students studying at public universities or foundation universities with a 100% scholarship who demonstrate financial need and meet academic achievement requirements. Link: <https://www.anadoluvakfi.org.tr/en/education/scholarship-program-scope>

TEV Turkish Education Foundation University Scholarship

Available to associate and undergraduate students studying at public universities who demonstrate financial need and meet the required academic achievement criteria. Link: <https://www.tev.org.tr/burs/tr/39/Universite-Egitim-Bursu> Application criteria for TEV scholarships: <https://www.tev.org.tr/burs/tr/44/Kimler-Basvurabilir>

TEV Girls' Student Dormitory Scholarship

Provides accommodation and financial support to successful female university students with financial need in TEV's designated girls' dormitories. Link: <https://www.tev.org.tr/burs/tr/43/Kiz-Ogrenci-Yurt-Bursu>

TEV Outstanding Achievement Scholarship

Students who rank among the top 5,000 in the score type (SAY, SÖZ, or EA) through which they were admitted to their department in the Higher Education Institutions Examination (YKS) may apply for this scholarship. Eligible applicants include preparatory-year, first-year, and second-year students. Link: <https://www.tev.org.tr/burs/tr/41/Ustun-Basari-Bursu>

TESYEV Turkish Foundation for Sports, Aid and Education for the Disabled Scholarship

TESYEV offers scholarships to disabled students pursuing associate, undergraduate, or graduate studies, especially those continuing their education and needing financial assistance, provide scholarships to disabled students enrolled in associate, undergraduate, or graduate programs who continue their formal education and need financial support. Link: <https://tesyev.org/burslar/>

d. Unisis

You can view payment agreements, make online payments with an international card, and check attendance in courses. Unisis Student Guide is available on the website. (<https://www.fbu.edu.tr/en/student/registration-renewal-international-students>)

e. QR Code Attendance System

1. How to Check-In to Class via QR Code

- ✓ **Scan the Code:** During class, scan the QR code (Figure 4) displayed on the board/screen using your mobile device's camera. (Note: The QR code refreshes every 10 seconds for security).

Figure 4. Attendance Screen

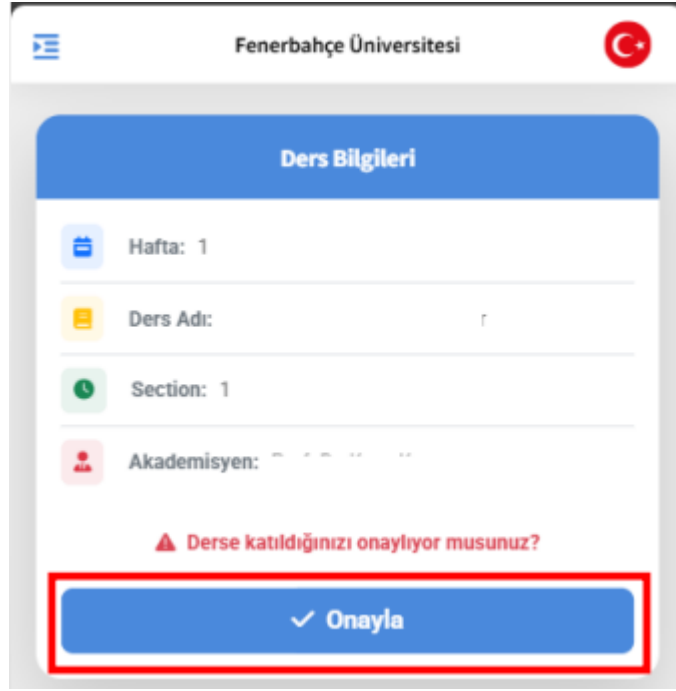


- ✓ Log In: The link will direct you to the UNISIS login screen. Tap the "Çalışan / Öğrenci Giriş" (Staff / Student Login) button to sign in with your institutional credentials (Figure 5).

Figure 5. Log in Page

- ✓ Confirm: Check your course details and click "Onayla" (Figure 6).

Figure 6. Confirm Page

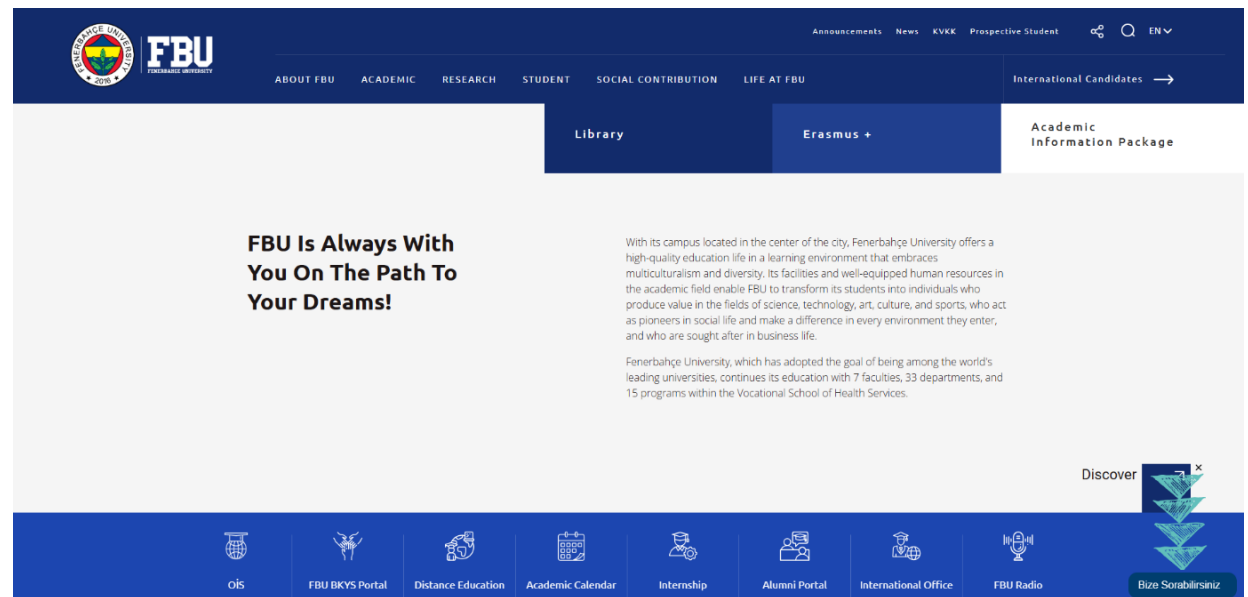


For further information, please refer to the guidelines on Nursing Programme.

f. [Student Information System \(OIS\)](#)

You can log in to the Student Information System (OIS) on the FBU website using the institutional email address provided to you during registration. It is used for course selection, course schedules, tracking exam grades and absences, and communicating with your advisor (Figure 7). If you encounter any problems logging into your OIS system, you must submit a request to Student Affairs via the Portal.

Figure 7. Access to OIS, Portal, UZEM



g. UZEM-Blackboard System

You can log in to UZEM on the FBU website using the institutional email address provided to you at the time of registration (Figure 7). Here, you can upload assignments and access data such as course announcements and forms via the ‘Login to Blackboard System’ link.

h. FBU Portal

Requests for departments such as Student Affairs, IT, and Finance must be submitted via the FBU Portal by clicking the ‘Add Request’ button (Figure 8). For issues related to your OIS System, you should select the Student Affairs Department; for issues related to the Blackboard System and your email address, you should select the IT Department.

Figure 8. Adding a Request from the Portal



i. Information Technology

For issues you cannot resolve via the portal, you can visit the Information Technology department located on the mezzanine floor of Block F.

j. Library

- The libraries located on the 0th and 6th floors are open during term time from 08:30 to 22:00 on weekdays and from 10:00 to 18:00 at weekends.
- As announced on the library website, they are open 24 hours a day during exam weeks.
- The FBU Library uses the OpenAthens off-campus access system to access its electronic resources. To access from off-campus, you only need to authenticate yourself using the email username and password assigned to you by the institution.
- The 'Library Catalogue' search engine should be used for books; the 'E-Resources' tab should be used for scientific journal publications:
 - NAHRS – Nursing & Allied Health Reference Source
 - CINAHL Ultimate
 - EBSCO
 - MEDLINE
- Group study rooms and computer workstations can only be used by making a reservation through the online booking system. (<https://library.fbu.edu.tr/en>)
- Library usage rules are detailed on the library's website. (<https://library.fbu.edu.tr/en/LibraryRules>)

k. Student Clubs

- Only university students may join clubs. A student may be a member of more than one club.
- Students may apply to establish or join a club by submitting their student ID to the club management or by completing the form prepared by the relevant Department. Further detailed information on this subject can be found in the Directive on Student Clubs. (<https://www.fbu.edu.tr/en/about-fbu/directives>)
- The Nursing Club is run by students from our department. We encourage you to join the club and participate in its activities.
- "The Nursing Club was established to emphasize the importance of the nursing profession and to provide students with comprehensive knowledge and skills in healthcare. Our club stays current with developments in the field of nursing and provides students with opportunities to enhance their clinical and theoretical knowledge. We encourage in-depth learning in the field of health through seminars, training programs, clinical simulations, and

field trips. We also raise awareness through social responsibility projects that explain the role and importance of the nursing profession in society. If you would like to gain knowledge in the field of healthcare, acquire practical skills, and contribute to your professional development, you are welcome to join our club!"

- Student club options are listed on the website. (<https://www.fbu.edu.tr/en/life-at-fbu/student-clubs>)

i. Student Exchange Program

Fenerbahçe University fosters collaborations with leading universities worldwide, enabling students to experience diverse cultures and learning environments. Depending on the scope of the agreements, students studying at Fenerbahçe University can participate in exchange programs with partner universities.

Current Erasmus+ Student agreements are for Nursing Department listed below (Table 3).

Table 3: Erasmus+ Agreement List For Student Mobility

Country	University	Quota
North Macedonia	International Balkan University	2
Lithuania	Šiauliai State University of Applied Sciences	2
Poland	Higher Professional State School in Wloclawek	2
Poland	University of Lomza	2
Slovenia	University of Novo mesto	2
Poland	Akademia Nauk Stosowanych im. Stanisława Staszica w Pile	3

For exchange programs other than Erasmus+, please contact international@fbu.edu.tr.

j. Double Major Program (DMP) and Minor Program Opportunities

Double Major Program (DMP): It refers to the program that enables the student who meets the success condition and other conditions to take courses from two diploma programs of the University simultaneously and receive two different diplomas.

Minor Programs: It refers to the program that allows a student enrolled in a diploma program to receive a certificate (minor certificate) that does not substitute for a diploma by taking a

limited number of courses on a specific subject within the scope of another diploma program within the same higher education institution, provided that they meet the requirements.

Double Major / Minor procedures "[Regulations on the Principles Governing Transfer Between Associate Degree and Bachelor's Degree Programs, Double Major, Minor, and Inter-Institutional Credit Transfer in Higher Education Institutions](#)" and [Fenerbahçe University Double Major and Minor Program Guidelines](#) are carried out within the framework of the provisions.

k. [Psychological Guidance Service](#)

Students wishing to utilise the Psychological Guidance Service may book an appointment by sending an email to pdrr@fbu.edu.tr, briefly outlining the subject they wish to receive support on.

The topics for which psychological counselling services are available are listed in the link. (<https://www.fbu.edu.tr/en/life-at-fbu/psychological-guidance-service>)

l. [Special Needs Unit](#)

Our unit operates under the rectorate to take the necessary measures and make the required arrangements to prepare the necessary academic environment and ensure the full participation of our students with special needs in the education and teaching processes, thereby facilitating their educational lives. Contact details engelsiz@fbu.edu.tr. (<https://www.fbu.edu.tr/en/life-at-fbu/special-needs-unit>)

m. [Health Services](#)

Our infirmary, located in the Block B on the lobby floor of our university campus, offers instant health services with a full-time nurse and a part-time physician. Our infirmary, which provides first and emergency assistance to our students against instant accidents during the day, ensures that they are referred to the relevant health institutions after the first aid and manages these procedures.

5. [Legislation](#)

a. Student Satisfaction Survey, Course-Teaching Staff Evaluation Survey

The Student Satisfaction Survey and the Course-Teaching Staff Evaluation Surveys are completed via the OIS system. These surveys must be carefully evaluated and completed in full.

Form contents: (<https://www.fbu.edu.tr/en/student/forms-and-guides>)

b. Associate and Undergraduate Training-Education Regulations

It is the student's responsibility to read and be familiar with this regulation, which covers the provisions relating to diploma education and teaching activities at Fenerbahçe University. Regulations and guidelines are subject to change. Therefore, you can access the current regulation on the FBU website under the tabs 'Our University - Legislation - Regulations'.

(<https://www.fbu.edu.tr/en/about-fbu/regulations>)

Registration Renewal and Course Registration

ARTICLE 12- (1) Students renew their registration every semester within the period specified in the academic calendar and complete their final course registration with the approval of their academic advisor. The student bears primary responsibility for carrying out the procedures relating to registration renewal and course registration.

(2) A student who fails to complete semester course registration within the course registration and add/drop periods specified in the academic calendar may not attend classes or take examinations and may not exercise student rights. This period is counted toward the student's period of study.

(3) The course load is the total number of credits of the courses a student is required to take in a semester and is 30 credits per semester in all programs. However, where approved by the Senate, the credit value of internship courses undertaken during the summer months may be excluded from this total. Subject to a minimum GPA of 2.00, students may take a maximum of 45 credits per semester, excluding internship courses not included in the semester credit total. Students with a GPA below 2.00 may take a maximum of 35 credits per semester, excluding internship courses not included in the semester credit total.

(4) Students with a GPA of at least 3.00 may, with the approval of their academic advisor, register for courses offered in upper years, provided that the total credit load in the semester in which they register does not exceed 45 credits.

Principles of Instruction

ARTICLE 16 - (1) Education at the University is based on a course-based system and conducted under a credit system. The courses to be included in or removed from the curriculum, and the courses to be substituted for them for purposes of academic adjustment, are determined by the Senate upon the proposal of the Academic Board.

(2) Curricula are designed and updated on the basis of the University's institutional learning outcomes, the characteristics of the programs and a student-centered learning approach, taking into account the fifth-level qualification descriptors for associate degree programs and sixth-level qualification descriptors for undergraduate programs under the Turkish Higher Education Qualifications Framework, as well as the relevant Field Qualifications descriptors and credit ranges, and clearly specifying the levels of knowledge, skills and competences that students are expected to acquire upon successful completion of the relevant program.

(3) Courses included in formal education and training programs and approved by the Senate may be offered wholly or partially through distance education in accordance with the principles determined by YÖK and the Senate.

Attendance

ARTICLE 25- (1) Students are required to attend classes, practical sessions, examinations and other academic activities deemed necessary by the instructor.

(2) Student attendance is monitored by the instructor. The effect of attendance on eligibility to take final examinations or on the semester letter grade is specified in the course syllabus provided to students by the instructor at the beginning of the semester.

Grades and Grade Point Values

ARTICLE 27- (1) At the end of the semester in which students are registered, a letter grade is assigned for each course. The letter grade is determined by the instructor teaching the course. The instructor is free to determine the method used for grading and may adopt any method deemed appropriate, including relative grading.

(2) The method for calculating letter grades, the effect of student attendance on eligibility to take final examinations or on the semester letter grade, the midterm examinations, assignments, practical work and similar activities for which students are responsible and their contribution to the semester letter grade, and other factors affecting the letter grade are determined by the instructor, explained in the course syllabus provided to students at the beginning of the semester, and announced through the SIS.

(3) The final grade for a course is determined based on the weighted average of the assessments conducted during the semester and at the end of the semester.

(4) Grades are expressed by letters. The letter grades, corresponding score ranges and grade point values are as follows:

Table 3: Grades and Grade Point Values

Letter Grade	Score	Grade Point
AA	90-100	4,00
BA	85-89	3,50
BB	80-84	3,00
CB	70-79	2,50
CC	60-69	2,00
DC	55-59	1,50
DD	50-54	1,00
FD	40-49	0,50
FF	0-39	0,00
Letter Grade	Status	
A	Absent	
S	Satisfactory	
U	Unsatisfactory	
W	Withdrawn	
I	Incomplete	
E	Not Responsible / Exempt	
P	In Progress	
R	Repeat	
T	Transfer	

Graduation, Award of an Associate Degree to Students Who Do Not Graduate and Academic Adjustment to Vocational Schools

ARTICLE 32 - (1) A student who has successfully completed at least 120 credits in the registered associate degree program, at least 240 credits in a four-year undergraduate program, at least 300 credits in a five-year undergraduate program or at least 360 credits in a six-year undergraduate program, has a GPA of at least 2.00, and has fulfilled all other requirements is awarded the diploma and Diploma Supplement of the registered program. A student whose courses have been exempted and whose academic year/class placement has consequently been adjusted must have completed at least 60 credits at the University to qualify for an undergraduate degree/diploma and at least 30 credits at the University to qualify for an associate degree/diploma.

c. Higher Education Act No. 2547, Article 54

Article 54 defines disciplinary offences as situations such as violations of the rules of conduct that higher education students must comply with, actions that disrupt the order of institutions, behaviours that restrict the freedom of education and teaching, or participation in or encouragement of ideological or anarchic actions, committing plagiarism in seminars, theses, and publications, or partially or fully having others write them, excluding contributions that do not involve academic evaluation such as survey application and data collection, and which are beyond personal effort and academic accumulation, cheating or attempting to cheat in exams, and physically attacking the personnel or students of the institution. The penalties that may be imposed for these disciplinary offences are also stipulated in this article:

- Warning
- Reprimand
- Suspension from the institution for a period of one week to one month
- Suspension for one or two semesters
- Expulsion from student status (expulsion from the institution)

Full article is attached ([Attachment 1](#)).

Smoke-free Campus Announcement

Considering the Law on the Prevention and Control of the Harmful Effects of Tobacco Products, published in the Official Gazette dated 26.11.1996, No. 22829, and amended with various additions to date, as well as the Circular No. 86696344/01/06 on Tobacco Control Practices 2015/6, issued by the Turkish Public Health Institution under the Ministry of Health, and in accordance with the decision of the Fenerbahçe University Senate dated 25.09.2025, No. 2025/150-2, all indoor areas of F Block and B Block at our University, as well as the areas in front of these buildings, have been designated as NO SMOKING AREAS.

It has been unanimously decided to implement the Smoke-Free Campus Policy, prohibiting the use of cigarettes, other tobacco products, and electronic cigarettes in these areas, with their use permitted only in designated areas. Pursuant to Article 54/1-a (6) of the Higher Education Law No. 2547 (Using cigarettes, other tobacco products, and electronic cigarettes outside areas on

campus designated by the university senate), individuals who fail to comply with this decision will be subject to a reprimand in accordance with the YÖK Student Discipline Regulations.

6. FBU Student Code of Conduct and Rights

The academic student life policy of Fenerbahçe University has been created to guide students' behavior since FBU accepts students as members of the University's academic community.

Fenerbahçe University adopts the goal of becoming a center of academic excellence. In this context, FBU accepts to be held responsible for providing students with opportunities inside and outside of the university so that they can learn more and question in freedom, for guaranteeing the teaching rights of FBU faculty, for protecting their intellectual and academic freedom, and for producing and developing academic knowledge in such an environment.

FBU community is multicultural by nature and it is academically inclusive. With this understanding, "Student Code of Conduct and Rights" requires each member to strive, share, show belonging and take responsibility in order to realize the vision and mission of the University. Every student is expected to respect the goals of the University and different opinions within the community. Every student should always behave in an appropriate and legal manner. These rules cover behaviors inside and outside the University.

The university aims to provide a versatile inspiring living and working environment for the FBU community with its assertive, encouraging and rewarding understanding in academic context. In this context, "Student Code of Conduct and Rights" has been created for all FBU students enrolled in the university in order to have such a living and working environment. It should be noted that additional rules and practices may arise or be changed during the academic year. Such situations are published on the website as a written notification. (<https://www.fbu.edu.tr/en/student/fbu-student-code-of-conduct-and-rights>)

- The purpose of the university is to support students in developing and internalizing appropriate verbal and non-verbal behavior while promoting individual and collective academic learning in all aspects in a non-hierarchical, multicultural and inclusive living and working environment. To this end, students must respect the national, religious, ethnic, gender and cultural diversity of the academic community. In the FBU living and working environment, students are always expected to show love and respect towards their friends, academic and administrative staff and to cooperate in all circumstances. In addition, it is essential that students avoid all kinds of psychological, physical, verbal and similar violence in their relationships within and outside the University.

- FBU students know and acknowledge that they are part of the University's community in the broadest sense, with its stakeholders. In this context, students obey all kinds of ethical, legal, administrative rules and decisions of the University. Students are expected to respect these rules and decisions in their verbal and non-verbal behavior
- The purpose of the university is to support the development of students' competencies (knowledge, skills, attitudes, behaviors) and to contribute to their individual and collective learning experiences and knowledge production. With this understanding, the University accepts its students as active participants and stakeholders of the academic community. The teaching and learning philosophy of the University is to value the sharing of knowledge and experience in the community with academics and students. In this context, it is essential to approach students equally and to follow them carefully in their learning processes and in all aspects of their development. FBU students should exhibit open-minded cognitive behaviors in their individual and collective learning experiences and knowledge production within the framework of a wide range of interests and intellectual curiosity.
- Students are expected to take an active role in developing their competencies in seizing the learning opportunities provided by the University, being autonomous learners in individual and collective work and in similar issues. FBU students always strive for their academic development by pursuing all kinds of learning and research opportunities and by blending and questioning findings and results with criticism. In this process, it is indispensable for students to receive and give feedback from peers and faculty. These feedback processes require FBU students to think critically about their own opinions, perceptions, cognitions and behaviors and express them.
- The course syllabus is provided to the students by the instructor of the course, giving information about the acquisitions, course materials, participation and other requirements, exam dates, assessment and evaluation / grading. The university provides the public information by keeping the academic information package containing the achievements and other necessary information for all programs and courses always updated on its website.
- Students have the right to express their opinions about the academic subject of a course freely and in accordance with the rules of courtesy, even if they disagree with the instructor, without worrying about getting academic punishment.
- Faculty and administration should respect students' right to confidentiality regarding course and success evaluations. For this reason, matters related to course evaluations such as course letter grades and exam scores are only announced on the Student Information System (OIS) by hiding the identities of the students.

- The University keeps all personal information that students share with administrative and academic units confidential. Any information that students share with units such as Psychological Counseling and Guidance and Health Center must be kept confidential. The University is obliged to show maximum sensitivity to the security of personal data shared during registration and admission procedures. Care is taken to protect all kinds of personal data by processing them in accordance with the Personal Data Protection Law No. 6698.
- Students have the right to benefit from all the services, opportunities and possibilities of the University in line with the T. C. Constitution on the basis of the principle of equality regardless of distinctions race, nationality, country, religion, sect, language, gender, class, profession, family identity etc.
- Students can freely express all kinds of problems they have at the University without fear. They have the right to receive feedback from the academic and administrative units of the university as soon as possible.
- In the process of disciplinary investigation and punishment, no discrimination is made between students. The provisions of the Higher Education Institutions Student Disciplinary Regulation regulated under the Higher Education Law No. 2547 are applied in disciplinary cases.
- Students can freely express their opinions and ideas without calling for violence or insulting, provided that they respect the rights of others.
- Students have the right to work and live in an environment designed with a healthy, clean, hygienic and aesthetic environmental awareness that will support academic, cultural and social development.
- Even if there are "innocent little mistakes", students may experience huge and irreparable losses in their academic learning and career journeys due to dishonest academic behavior. The university never accepts cheating (writing or creating a reference or information in an academic study inaccurately / incompletely, etc.), plagiarism (using someone else's words or ideas / studies, showing them as their own academic work, without reference to the original work) and so academic falsification is never accepted.
- The university expects scientific prestige and responsibility from its students in all kinds of activities and tasks such as presentation, thesis writing, small group work, academic speech and similar activities. FBU students can name a collective work only if they have contributed significantly to the work. In this context, students are always obliged to recognize the contributions of other students / lecturers / scientists and experts in a study by name.
- FBU privacy ethics ensures student and academic community protection against all kinds of information retention, information confidentiality, and / or embarrassing personal data

disclosure. In this context, FBU students are deemed to have accepted in advance to respect all kinds of privacy of their friends, academic and administrative staff inside and outside the University.

- FBU students are obliged to abide by the University rules established within the scope of appropriate and acceptable use of information communication technology services and legal regulations at all levels. Students accept without reservation to comply with conscious and responsible use of social media. Students never agree to copy intellectual property. Students are always respectful of faculty's presentations, lecture notes, and similar lessons. They never do and they do not accept such actions as copying, sharing, transferring of these intellectual products. It is forbidden for students, academic and administrative staff to place any pictures, emojis or share anything related to the person of the academic and administrative staff, regardless of purpose, in any case inside and outside the university and especially on social media.
- In case of any complaint about students who turn to all kinds of abusive attitudes, behaviors and actions, the relevant provisions of the Higher Education Institutions Student Disciplinary Regulation are applied. Complained and victimized students are directed to the Psychological Counseling and Guidance followed.
- Mental and physical harm includes all kinds of verbal and non-verbal abuse, threat, detention, behavior and / or action that will endanger the physical and / or mental health or safety of another person. However, mental and physical harm is not limited to these. Students cannot be involved in any mental and / or physical behavior and / or action. In addition, students are not allowed to possess any weapons, including firearms (including legally licensed ones), compressed air guns or illegal knives, hazardous chemicals or any kind of explosive material (including fireworks).
- Damaging, theft, and looting, and fraudulent use of the property of the University or others in and outside the University is seen as an unforgivable violation. Even though the student knows or should logically know that a property is stolen, it is also considered a violation to possess it.
- Students may not use, possess, or mediate the use of alcohol and drugs in and outside the University. It is forbidden to act under the influence of open drunkenness and / or drinking. Any attempt to possess, use, sell or supply any illegal substance is seen as an inexcusable violation.
- Organizing, conducting and playing all forms of gambling is prohibited.
- The students fully accept in advance that they will abide by the code of conduct and the consequences of non-compliance. In this context, the Higher Education Institution Student

Discipline Regulation, FBU regulations and other relevant legislation provisions are taken as basis.

- Fenerbahçe University Student Code of Conduct and Rights take effect on the start date of the 2020-2021 Academic Year. The University has the right to unilaterally amend the "Student Code of Conduct and Rights". In case of any changes in "Student Code of Conduct and Rights", this change will be announced separately.

7. Attachments

Attachment 1

Students' disciplinary affairs: Article 54 – (Amended: 2/2/2023-7437/2 md.)

(1) Disciplinary penalties and disciplinary offenses requiring disciplinary penalties:

a) Reprimand: It is the written notification to the student that they are reprimanded for their faulty behaviors related to student life. The actions requiring a reprimand penalty are as follows:

- 1) Providing incomplete or incorrect information with the intention to mislead the authorities of the higher education institution,
- 2) Disturbing the organization of activities such as classes, seminars, exams, practical work, laboratory work, workshops, scientific meetings, and conferences,
- 3) Distributing leaflets, hanging posters or banners within the higher education institution without permission.
- 4) Tearing, ripping, altering, defacing, or soiling current announcements, schedules, and similar materials hung by or with permission from the higher education institution,
- 5) Attempting to cheat on exams,
- 6) Using cigarettes, other tobacco products, or electronic cigarettes on the university campus outside the areas designated by the university senate.

b) Suspension from the higher education institution for a period ranging from one week to one month: It is the written notification to the student that they are suspended from the higher education institution for a period ranging from one week to one month, during which they cannot attend

classes or exams. The actions requiring suspension from the higher education institution for a period ranging from one week to one month are as follows:

- 1) Engaging in actions that obstruct academic freedom or disrupt the functioning and peace of the higher education institutions,
- 2) Obstructing the proper conduct of disciplinary investigations,
- 3) Using a document granting oneself rights obtained from the higher education institution to another person or using a document belonging to another person,
- 4) Engaging in verbal or written actions that undermine the honor and dignity of individuals in the higher education institution,
- 5) Engaging in verbal or written actions that undermine the honor and dignity of the personnel of the higher education institution, whether within or outside the institution,
- 6) Drinking alcoholic beverages in the higher education institution,
- 7) Organizing meetings in closed or open spaces belonging to the higher education institution without obtaining permission from the authorities,
- 8) Threatening the personnel or students of the higher education institution.

c) Suspension from the higher education institution for one semester: It is the written notification to the student that they are suspended from the higher education institution for one semester, during which they cannot benefit their student rights. The actions requiring suspension from the higher education institution for one semester are as follows:

- 1) Engaging in actions such as occupation in higher education institutions that obstruct the services of the higher education institution,
- 2) Physically attacking the personnel or students of the institution,
- 3) Committing theft in higher education institutions,
- 4) Damaging or causing harm to the existing buildings, fixtures, and similar materials within the higher education institution or damaging the information system,
- 5) Cheating or attempting to cheat in exams,

- 6) Committing plagiarism in seminars, theses, and publications, or partially or fully having others write them, excluding contributions that do not involve academic evaluation such as survey application and data collection, and which are beyond personal effort and academic accumulation,
- 7) Not complying with the decision of suspension from the higher education institution despite receiving such a penalty,
- 8) Committing one of the acts listed in the third and fourth paragraphs of Article 28/A of the Animal Protection Law No. 5199 in higher education institutions.

ç) Suspension from the higher education institution for two semesters: It is the written notification to the student that they are suspended from the higher education institution for two semesters, during which they cannot benefit their student rights. The actions requiring suspension from the higher education institution for two semesters are as follows:

- 1) Using force and violence against the officials of the higher education institution to obstruct the performance of their duties,
- 2) Using force and violence against students to prevent them from benefiting from higher education services,
- 3) Using, carrying drugs or stimulants within higher education institutions,
- 4) Cheating on exams through threats, preventing the removal of cheating students from the exam hall, allowing someone else to take the exam on one's behalf, or taking the exam on behalf of someone else,
- 5) Committing sexual harassment within higher education institutions,
- 6) Carrying or possessing firearms, bullets for firearms, or other specially made tools for attack and defense with knives in violation of Law No. 6136 dated 10/7/1953, or carrying and possessing explosive materials within higher education institutions,
- 7) Illegally accessing the information system of the higher education institution to gain unfair advantage for oneself or others or to cause harm to individuals,
- 8) Threatening individuals assigned to conduct investigations,
- 9) Committing acts listed in the second paragraph of Article 28/A of Law No. 5199 within higher education institutions.

d) Expulsion from the higher education institution: It is the written notification to the student that they are expelled from student status and will not be admitted to the higher education institution again. The actions requiring expulsion from the higher education institution are as follows:

- 1) Establishing an organization with the aim of committing a crime, managing such an organization, or becoming a member of such an organization, provided that there is a final court decision,
- 2) Not being a member of an organization established for the purpose of committing a crime, but acting on behalf of the organization or assisting the organization,
- 3) Selling, giving, or trading drugs or stimulants,
- 4) Using firearms, bullets for firearms, or other specially made tools for attack and defense with knives in violation of Law No. 6136, or using explosive materials,
- 5) Violating individuals' sexual integrity by engaging in sexual behaviors on their bodies.

(2) Recurrence of disciplinary offense:

- a) In case of recurrence of an action that led to a disciplinary penalty, a penalty one degree heavier than the previous one shall be imposed within the statute of limitations of disciplinary penalty after the notification of the penalty.
- b) Expulsion from the higher education institution cannot be imposed due to recurrence of a disciplinary offense.

(3) Disciplinary superiors:

- a) The dean of the relevant faculty, the director of the institute, conservatory, college or vocational school is authorized to initiate an investigation into disciplinary offenses committed by students within a faculty, institute, conservatory, college or vocational school.
- b) Except for the provision of subparagraph (a) of this paragraph, disciplinary crimes committed within or outside higher education institutions, in common areas or places, disciplinary crimes committed by students collectively and students of more than one faculty, institute, conservatory, college or vocational school together. In case of disciplinary offenses, the rector is authorized to initiate an investigation.

c) The investigation is carried out by the investigator or investigators determined by the competent disciplinary chief. If the disciplinary chief deems it necessary, he may also request the appointment of an investigator from another higher education institution.

(4) Duration and statute of limitations of the investigation:

a) Disciplinary investigation is started immediately when the incident subject to discipline becomes known and the investigation is concluded within thirty days at the latest. If the investigation cannot be completed within this period, the investigator may request additional time with justification. Taking into account the reason presented and the statute of limitations, the disciplinary chief may grant an additional period of up to sixty days, not to exceed thirty days at a time, and up to ninety days for crimes committed collectively

b) Starting from the date on which the superiors authorized to initiate an investigation become aware of the students who committed the disciplinary actions listed in this article;

1) Within one month for reprimand and suspension from higher education institutions for a period of one week to one month,

2) In the case of suspension from a higher education institution for one or two semesters or expulsion from a higher education institution, if a disciplinary investigation is not initiated within three months, the authority to impose a disciplinary penalty expires.

c) If disciplinary punishment is not imposed within two years at the latest from the date on which the actions requiring disciplinary punishment are committed, the authority to impose disciplinary punishment expires.

However, for acts within the scope of subparagraph (1) of paragraph (d) of the first paragraph of this article; The limitation period starts from the day the judicial verdict becomes final.

ç) In case the disciplinary penalty is annulled by a judicial decision, within the remaining disciplinary penalty limitation period from the date the decision reaches the administration, a disciplinary penalty may be re-imposed according to the requirements of the decision within three months at the latest if the limitation period has expired or there is less than three months left until it expires.

(5) Right of defense:

a) The student against whom a disciplinary investigation is initiated is notified in writing of the crime charged, at least seven days before the date of his/her defense; It can also be reported via the

student information system or via e-mail or text message. In this letter, the student is requested to be present to make his defense on the specified day, time and place.

b) The person who comes to defend himself can present his defense verbally or in writing. After the written defense is submitted, the investigator may ask additional questions to the student.

c) In the invitation sent to the student; It is stated that if the person does not comply with the call even though he has no excuse or does not give his apology in time, he will be deemed to have given up his right to defense and the necessary decision will be made about him based on the available evidence.

ç) The student who provides a valid apology or who does not comply with the invitation due to force majeure is given an appropriate period of time. Arrested students are informed that they can submit their defense in writing.

d) The investigation is carried out in a way that allows the student to defend himself/herself properly.

(6) Principles to be followed in disciplinary investigation:

a) Confidentiality of the investigation is essential.

b) The investigator can listen to witnesses, conduct discovery and consult an expert.

Investigation procedures are recorded in a report. Report; It is prepared in a way that indicates where and when the transaction was carried out, the nature of the transaction, who participated, the questions and answers if a statement was taken, and is signed by the investigator, the clerk, the person making the statement and, if any, those who were present during the discovery. While taking a statement, the witness and, in case of appointment of an expert, the expert are sworn to; The identity, address and similar descriptive information of the witness are stated.

c) The personnel of higher education institutions provide all kinds of information, files and other documents requested by the investigators without any delay and provide the assistance requested.

ç) The investigator conducts and completes the investigation, limited to the persons and actions about which the investigation is opened. During the investigation, the investigator who detects that other disciplinary crimes have been committed other than the action investigated or that other people should be included in the investigation within the scope of the same crime, reports the situation to the competent authority.

d) The fact that the student has left the higher education institution for whatever reason after committing the disciplinary offense does not constitute an obstacle to opening and continuing an investigation and taking the necessary decisions.

e) When a student commits a crime requiring disciplinary punishment while studying at another higher education institution, the authority to investigate and impose disciplinary punishment belongs to that higher education institution. The decision made about the student is notified without delay to the higher education institution where the student is registered for implementation.

f) In crimes that require one or two semesters of suspension or expulsion from the higher education institution, upon the proposal of the superior authorized to initiate an investigation or ex officio, by the decision of the rector, measures may be taken to prevent the student from entering the higher education institution buildings for a period not exceeding thirty days.

g) When the investigation is concluded, a report is prepared. The report summarizes the approval of the investigation, the start date of the investigation, the identity of the person being investigated, the alleged crimes, the stages of the investigation, the evidence and the defense received. It is discussed whether the alleged crime is proven or not, and if it is proven, disciplinary punishment appropriate to the action is proposed. The originals or copies of the documents related to the investigation are attached to a series of documents and added to the report. The investigation report, together with the file, is submitted to the authority that opened the investigation.

g) The fact that a criminal prosecution has been initiated against the student due to the same incident does not delay the disciplinary investigation. The fact that a criminal prosecution has been initiated against the student, whether he has been convicted or not does not constitute an obstacle to disciplinary punishment.

(7) Authority to impose disciplinary punishment:

a) Penalties of reprimand and suspension from higher education institutions for a period of one week to one month are given by the relevant faculty dean, institute, conservatory, college or vocational school director.

b) The rector has the authority to reprimand and suspend from higher education institutions for up to one month for disciplinary offenses committed in common areas.

c) Penalties of suspension from the higher education institution for one or two semesters and expulsion from the higher education institution are given by the authorized disciplinary board.

d) In investigations carried out by a faculty, institute, conservatory, college or vocational school, the board of directors of these units fulfills its duty, and in investigations carried out by the rectorate, the university board of directors fulfills its duty as a disciplinary board.

(8) Working procedure of disciplinary committees:

a) The disciplinary board meets at the place, day and time to be determined upon the call of the president.

b) The preparation of the meeting agenda, its announcement to the relevant parties, and the orderly conduct of the board's work are ensured by the chairman.

c) As a disciplinary board, the meeting quorum of the board of directors is the absolute majority of the total number of board members.

ç) The duty of rapporteur in disciplinary committees is carried out by the member appointed by the president. The rapporteur member completes the examination of the file to be referred within five days at the latest.

d) The rapporteur's statements are first heard in the Board. If the Board deems necessary, it may also listen to the investigators. At the end of the discussions, a vote is taken and the decision is announced by the chairman.

(9) Voting, decision and decision times:

a) The authorities authorized to impose disciplinary punishment may return the file in order to correct the deficiencies if it is determined that there are deficiencies in the investigation, and may impose, mitigate or reject the disciplinary penalty recommended by the investigator.

b) Decisions in disciplinary committees are taken by the absolute majority of those attending the meeting. In case of equality of votes, the majority is deemed to be achieved in the direction of the vote cast by the chairman.

c) If the investigator is a member of the disciplinary board, he cannot attend and vote in the meetings of the file he is investigating.

ç) Chiefs authorized to impose disciplinary punishments must decide on reprimands and suspensions from the higher education institution for a period of one week to one month within ten days at the latest from the day the investigation is completed. In cases where other disciplinary

penalties are required, the file is immediately transferred to the disciplinary board. The disciplinary board makes its decision within ten days at the latest from the date it receives the file.

d) Chiefs and disciplinary boards authorized to impose disciplinary penalties may impose a lower level penalty, taking into account the severity of the actions that constitute the disciplinary offense, whether the student under investigation has received a disciplinary penalty before, whether he/she feels remorse for the act he committed, and his past behavior, work and achievements in the higher education institution. A one degree lower penalty is given by the authority authorized to impose the main penalty.

(10) Notification of the Outcome of Disciplinary Investigation, Remedies, and Enforcement of Penalties:

a) The outcome of the disciplinary investigation is communicated to the student under investigation and to the victim, if any.

b) The disciplinary penalty imposed at the end of the disciplinary investigation is communicated to the student, in addition to the entities mentioned above, to the organization providing scholarships or loans to the student and to the higher education institution.

c) If the date from which disciplinary penalties will be applied is not specified in the decisions of the competent disciplinary authority or board, the penalties shall be applied from the date they are imposed.

ç) Appeals may be made to the university board of trustees within fifteen days against disciplinary penalties imposed by disciplinary authorities and boards. If the act constituting the disciplinary offense directly affects the victim, the victim may also appeal the decision in the same manner. The penalties are recorded in the student's file.

d) In case of appeal, the university board of trustees shall accept or reject the appeal within fifteen days. If the appeal is accepted, the competent disciplinary authority or board shall make a decision within thirty days, taking into account the reasons for acceptance.

e) Administrative judicial recourse may be sought against disciplinary penalties imposed on students without exercising the right to appeal.

(11) Except in cases specifically regulated, the provisions of the Notification Law No. 7201 dated 11/2/1959 apply to notifications to students. However, if a student changes the address they provided at the time of enrollment in the higher education institution but fails to notify the

institution they are affiliated with or provides incorrect or incomplete information, the notification sent to the address registered in the higher education institution is considered valid notification.

(12) The files related to disciplinary investigations are delivered and received together with a list of contents. The signatures of the delivering and receiving parties are placed below the list of contents.