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With exceptional academic staff, a wide range of educational opportunities, strong international connections and dedication to development, we are one of the leading universities in Turkey. Our students, who are eager to build upon their knowledge through dedicated research and who continually strive for self-development, are the foundation of our success. With such a student body, we aim to build the future together.

Situated in the heart of Istanbul, we are a global university providing students with the knowledge and skills they will need to succeed in their areas of expertise. Through the course of their education, our students develop a sense of responsibility and self-confidence, as well the ability to foresee and shape changes in the world, not just follow them. We are always on the lookout for rare talent, and we encourage our students to become innovative, dynamic individuals who are critically aware.

Kadir Has University, apart from being a respected academic institution, also contributes to the vibrancy of Istanbul, supporting the economic, social and cultural development of our local area. We promote concerts, exhibitions and sporting events, and students have the opportunity to join a variety of clubs in addition to engaging with the social responsibility projects they undertake during the course of their studies. With the life-long education courses we offer, Kadir Has University is an energetic institution offering a wide range of opportunities for students, staff and the residents of Istanbul.

I invite you to join us on this exciting journey of education and progress, which is grounded in the philosophy that the key to success is self-improvement.

Prof. Dr. Mustafa Aydin
Rector
Kadir Has University (KHAS) was founded in 1997, in Istanbul. The university, with its six undergraduate faculties, two graduate schools and two vocational and applied schools, is dedicated to become a leader in Turkish higher education and an international center for research and scientific development.

Our distinguishing feature is the educational approach, based on both traditional disciplines and interdisciplinary models. Here at Kadir Has University, we foster knowledge, innovation and creativity and encourage our students to search for higher truths and help them to prepare for the future.

If you are a full time international student, an exchange student or an Erasmus student, coming to study in our undergraduate or graduate programs, your study location will be Cibali Campus. The campus is located in the heart of Istanbul, only a few minutes away both from the historical Sultanahmet Square and from Taksim- the famous center of culture, entertainment, business, and shopping.

The central location of the Campus offers our students an opportunity to stay connected to the beaming life of Istanbul. Cibali Campus is the place where history and contemporary Istanbul life are blended to create a perfect academic atmosphere. In 2002, the historical Tekel Cibali Cigarette Factory was transformed by the Kadir Has Foundation into the university campus. Now the Campus combines elegant facades, sunny atrium, and large, airy interiors with quality education and research facilities.

If you are coming to study in a 2 year associate program, your study location will be Selimpasa Campus, located on the Marmamra Sea shore in Silivri, Istanbul. Our English Language School is located on Bahcelievler Campus.
INTERNATIONAL OFFICE

International office is a reference point for partner institutions, full time international undergraduate and graduate students, and all incoming and outgoing exchange students and faculty. The office prepares bilateral exchange and cooperation agreements, deals with the selection and placement of exchange students going abroad, runs the undergraduate international student recruitment operations, and sees to the needs and administrative requirements of all international students and faculty.

Meet our officers:

<table>
<thead>
<tr>
<th>Name Surname</th>
<th>Position</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assoc. Prof. Sinem Akgül Açıkmeşe</td>
<td>Academic Coordinator</td>
<td>+90 212 533 6532</td>
<td><a href="mailto:international@khas.edu.tr">international@khas.edu.tr</a></td>
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<td><a href="mailto:international@khas.edu.tr">international@khas.edu.tr</a></td>
</tr>
</tbody>
</table>
Princess Jaylee Sarsih, Liberia
MA in International Relations

The university provides a challenging, intellectually stimulating and socially enjoyable environment. At Kadir Has your hard work is rewarded and a wide range of extracurricular activities are provided. I will not forget how welcoming the staff and students are, full of support and encouragement. Istanbul is an incredibly amazing city, ideal for learning. Walking around the city is so much fun. Attending Kadir Has University is one of the decisions I will never regret in life.

Shah Basit Hussain Qureshi, Pakistan
B.A Business Administration

The environment of creativity and innovation was one of the things that set Kadir Has University apart from other universities in Turkey. The campus experience is also more than I expected. Everything a student needs is reachable and accessible. The most impressive part is the sustainability focus, which gives us a beautiful campus we take pride in. I have a passion about whatever I’m doing here, as well as being grateful and humble about what I achieved.

Chris Marshall, UK
Erasmus student from Bath Spa University (UK)

I am in the final year of my literature degree and felt that I needed to inject some life into my studies, and what better way could there be than to acquire knowledge on university in a different country. Moreover, experiencing life on the precipice of the occident and the orient is an opportunity that I couldn't pass up. The sheer scale of Istanbul will never cease to amaze me, nor will its ability to seamlessly merge the new alongside the old. The people I have met and the things that I have seen have made this year one, if not the most, memorable in my years to come.
ACADEMIC INDUCTION

Academic Year

The academic calendar at Kadir Has University consists of two semesters—Fall and Spring, each 14 weeks long, including mid-term examinations. The duration of semesters does not include weekends, national and public holidays, and final exam dates. Regular academic year runs approximately from the middle of September to the end of May with a three-week term break, usually starting around mid-January. The regular duration of studies for undergraduate degrees is eight semesters and four semesters for associate degrees, excluding English preparatory year. In addition to fall and spring semesters, the university offers summer programs. Even though the summer programs are not mandatory and fees are not included in the yearly tuition, it is a great chance for students to fast track their studies, retake some classes, complete a course for their major, fulfill a core curriculum requirement or explore a new area of interest.

Academic Calendar

For detailed information and exact dates of the academic calendar, see: http://www.khas.edu.tr/en/1795/academic-calendar-2

Credit system

All academic programs at Kadir Has University have been designed to meet the requirements of the Bologna process, Europe-wide accreditation system and European Higher Education Qualifications Frameworks. Kadir Has University has adopted the European Credit Transfer and Accumulation System (ECTS) as its credit system.
Undergraduate programs have a regular semester credit load of 30 ECTS credits. Students with cumulative GPA of 2.0 can increase their workload up to 36 ECTS credits. Those students, who are in their final semester, can additionally increase their load by 6 ECTS credits. Minimum credit load is 18 ECTS credits (22 ECTS credits for the Faculty of Law) and the maximum credit load is 42 ECTS.

Master programs vary from 90 to 120 ECTS (three to four semesters) with both thesis and non-thesis options.

Doctorate programs are 240 ECTS, always with qualifying examination and a thesis. Graduate students must complete at least 30 ECTS credits within an academic semester (16 weeks including exam periods).

Grades and Symbols

In the undergraduate programs, student's grades are determined by their semester's performance and final exam grade. A relative evaluation is made by the course instructor, taking into consideration the distribution of grades and class average. We use 4-point system to determine class and overall GPA (Grade Point Average.)

<table>
<thead>
<tr>
<th>GRADE</th>
<th>POINT</th>
</tr>
</thead>
<tbody>
<tr>
<td>AA</td>
<td>Superior 4.00</td>
</tr>
<tr>
<td>BA</td>
<td>Excellent 3.50</td>
</tr>
<tr>
<td>BB</td>
<td>Good 3.00</td>
</tr>
<tr>
<td>CB</td>
<td>Average 2.50</td>
</tr>
<tr>
<td>CC</td>
<td>Average 2.00</td>
</tr>
<tr>
<td>DC</td>
<td>Probation 1.50</td>
</tr>
<tr>
<td>DD</td>
<td>Probation 1.50</td>
</tr>
<tr>
<td>FF/K</td>
<td>Fail 0</td>
</tr>
<tr>
<td>E</td>
<td>Incomplete 0</td>
</tr>
<tr>
<td>VF</td>
<td>Non-attendance 0</td>
</tr>
</tbody>
</table>
Mid-term exams: every course has at least one mid-term exam per semester. If a student does not take a mid-term exam and does not have a valid excuse for failing to take the exam, then that student receives a grade of “0” for that exam.

Final exam: Final exam is the exam given at the end of the semester of a course. To be eligible to take the final exam, a student must attend at least 70% of classes for theoretical courses and at least 80% of classes for applied courses. Students, who do not attend the minimum required amount of classes, are given a grade of VF and are not allowed to take the final exam. Students who do not take the final exam receive FF.

Make-up exam: Make-up exam is an exam given in place of a mid-term exam. There are several reasons to be eligible for a make-up examination:

- Absence due to the medical reasons: A student who misses a mid-term exam because of health problems and can prove it may take a make-up exam pending the approval of the Faculty administrative board.
- Absence due to official university’s duties: Students who are absent while serving in the role of representatives of the university during mid-term exams may take make-up exam per the approval of the university administrative board.

Re-sit exam: Re-sit for the final examinations is possible for those, who took the final examination but failed to receive a passing grade.

Single-course exams: if a student has completed all of the requirements for graduation including compulsory internships, graduation projects and course attendance, in addition to maintaining a satisfactory GPA as specified in the regulations, but has failed just one course, then that student would be eligible to take a single-course exam to pass that course. Single-course examinations are offered after the Fall, Spring and Summer Semester final examinations.
The Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) are calculated as follow:

- The SGPA is calculated by multiplying the letter grade numerical value of all courses taken in a semester with the number of credit hours and then dividing this with the total number of courses. The final result is rounded to two decimal points.
- The CGPA is calculated by multiplying all of the numerical values of courses taken in all semesters of study with the number of credit hours and dividing this with the number of courses. The final result is then rounded to two decimal points. The CGPA is calculated at the end of each semester, and does not include courses which were dropped. Courses for which a student receives a G, non-credit courses, and courses which a student is exempt from are not included in the CGPA. For repeated courses, the SGPA and CGPA are calculated using the grade received for the course repeated; the earlier grade cannot replace the later grade.

Students who would like to increase their CGPA may repeat courses, including compulsory courses, on the condition that they do not exceed the maximum number of credit hours for that semester.
For the majority of the programs, the medium of instruction and communication at Kadir Has University is English.

New students admitted to Kadir Has University or transfer from other universities must demonstrate the required level of English language proficiency. Students who have registered at the university must take the Kadir Has University English Proficiency Examination test (KHAS-EPE). The minimum passing grade on the KHAS-EPE is 60 out of 100. Students who submit a valid international language proficiency examinations result, approved by the University Senate, are exempt from study at the Preparatory School. The following examinations are accepted at Kadir Has University:

- **TOEFL-iBT** At least 79 in total (taken within the last two years). Kadir Has University TOEFL institutional code: 7524
- **PTE Academic** At least 71
- **CAE/ CPE** At least C
- **ÜDS** At least 66

Students who cannot demonstrate the levels of English language proficiency indicated above or fail the proficiency exam are required to attend English Language Preparatory School. The levels/groups at the Preparatory School:

- **A1** - Beginner
- **A2** - Basic
- **B1** - Intermediate
- **B2** - Upper Intermediate
- **C1** - Advanced

Preparatory School students must attend at least 85% of classes, applied coursework, and labs, and complete all related exams and academic assignments. Students who do not attend the minimum number of classes fail that module and will not be allowed to take the module-end exams nor the KHAS-EPE. The test is offered three times per year: in September, and at the end of Modules 2 and 4. To be eligible to take the KHAS-EPE at the end of Modules 2 and 4, students must demonstrate a skill level of B1 and maintain a minimum module GPA of 60 out of 100.
RULES AND REGULATIONS

All registered at the university students have to comply with the university rules and regulations. Rules and regulations are available on the our website. Please take your time to review them: http://www.khas.edu.tr/en/1317/regulations

**Failure to know a regulation does not constitute an excuse.**

Some of the important regulations:

- Regulations for Associate and Undergraduate Degree Programs
- Regulation for Graduate Education
- Regulation for Double Major and Minor Degrees
- Regulation for Graduate Student Scholarship Applications and Acceptance
- Regulation for Graduate Student Scholarship Applications and Acceptance
- Kadir Has University Regulations For Associate and Bachelor Degree Scholarships
- Regulation Concerning Foreign Language Education at the Preparatory School
Foreign nationals planning to study in Turkey are required to obtain a student visa from the local Turkish Embassy or Consulate. This visa is required for entrance into the country and registration at the university. Student Visa is not required for the students who are:

- Exempt from visa obligation pursuant to agreements to which the Republic of Turkey is party to or with a Council of Ministers’ decree (please check visa specific information for your country on the Republic of Turkey Ministry of Foreign Affairs website http://www.mfa.gov.tr).
- Holders of a residence or a work permit valid on the date of entry into Turkey.
- Holders of a valid “reserved for foreigners” passport issued pursuant to Article 18 of the Passport Law No. 5682 of 15/07/1950; within the scope of Article 28 of the Turkish Citizenship Law No. 5901 of 29/05/2009.

To receive a student visa, after receiving your Letter of Acceptance from Kadir Has University, you should apply directly and in person at your local Turkish Embassy or Consulate. During this process, you will be asked to show a proof of financial ability to cover the related educational expenses. You can consult to the nearest Embassy/Consulate of the Republic of Turkey for the list of all required documents. Please allow up to 6-8 weeks for visa processing. We recommend you to apply for visa immediately after you receive your acceptance letter.

Do not panic if you see that your visa is issued as a single entry and only for one year. After you complete the official registration process at the University, you will apply for the residence permit, which will be your official document throughout your period of studies. If you have graduated from a Turkish higher education institution within the last year, you can apply directly to the local Department for Foreigners for an education visa.
Before arriving to Turkey and to Kadir Has University for the official registration, please make sure you received an equivalency letter for your high school diploma. If there is an Education Attaché in your country, you can obtain the high school certificate of equivalency before departing to Turkey. If not, you can get it by applying to the Provincial National Education Directorate in Istanbul. Please ask officials at the Embassy/Consulate of the Republic of Turkey whether there is an Education Attaché in your country.

You might want to arrive 1-2 days in advance to complete the equivalency procedure.

**Required documents for the high school diploma equivalency.**

- Application form.
- Transcript or certificate education for the last education year obtained from the educational institution abroad.
- Diploma or certificate indicating that the student is entitled to obtain diploma.
- Passport.

Graduate students will be required to obtain the University recognition confirmation from the Turkish Council of Higher Education.
Kadir Has University offers limited number of dormitory accommodation for international students. Our Residence Halls consist of separate female and male dormitories. Female dormitory is located in walking distance from the main campus. Male dormitory is located on the other side of Golden Horn, with 10 minute University’s shuttle ride. Student dormitories feature private or semi-private bathrooms, laundry rooms, cable TV, 24 hour internet access, mini kitchens equipped with refrigerators, microwaves and kettles. Standard room is furnished with bookshelves, single or bunker beds, chairs and private wardrobes.

2015-2016 Academic year dormitory yearly fees:

<table>
<thead>
<tr>
<th>ROOM TYPE</th>
<th>CIBALI FEMALE</th>
<th>HASKÖY MALE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Person Room</td>
<td>5.000 USD</td>
<td>5.500 USD</td>
</tr>
<tr>
<td>2 Person Large</td>
<td>4.000 USD</td>
<td>4.250 USD</td>
</tr>
<tr>
<td>2 Person Small</td>
<td>3.500 USD</td>
<td>4.000 USD</td>
</tr>
<tr>
<td>3 Person Room</td>
<td></td>
<td>3.500 USD</td>
</tr>
<tr>
<td>4 Person Room</td>
<td></td>
<td>3.150 USD</td>
</tr>
</tbody>
</table>

Dormitory fees include VAT and are valid for 9 month stay. Dormitory payment rules:

- Dormitory pre-payment for the half of the yearly accommodation fees is required in order to secure your place. The remaining amount is due upon your arrival.
- No fees are refunded if a student decides to leave the dormitory before the end of the relevant academic year.
- Every student, who is intending to stay in the dormitory, is required to pay a 250 USD safety deposit. This deposit is fully reimbursed to those leaving the dormitories without causing any harm or damage.

Please contact international@khas.edu.tr for dormitory reservations.
There are many private student dormitories located throughout Istanbul. The largest private student dormitory complexes are:

Republic Academic Apartments: Located in Ortakoy area on the European side of Istanbul, it offers modern lodging facilities for international students, studying in different higher education institutions. For more detailed informational about the living facilities please visit www.republika.com.tr

Erasmus Student housing: Erasmus Student Housing Istanbul Organization provides fully furnished rental houses, rooms and ground services for Erasmus and for International Students. Erasmus Student Housing is one of the pioneers in Istanbul. Its building facility is located in Taksim area. For more detailed informational about the living facilities please visit www.erasmushouses.com

Istanbul Suites: This housing facility is located within 15 min. walk to the KHAS Cibali campus. For more detailed information visit: www.istnabulsuites.com

Renting on your own

Turkey's recent property building boom made residential rental accommodation - both furnished and unfurnished - easy to be found and readily available across the country. As a result, property rentals are very common and there are many real estate agencies (Emlakçı) available to help a tenant to find a suitable property. You can also refer to a property renting websites like www.hurriyetemlak.com or www.sahibinden.com which offer a variety of housing rentals throughout Istanbul. Please keep in mind that the majority of the rental apartments are not furnished, so it will add at least 600-700 USD furnishing cost to your budget. The deposit is normally the equivalent to 1-2 months' rental.

Please note that the university doesn't take any responsibility for off campus accommodation and any issues related to it.
Here are some important things to keep in mind:

- Arrive at the airport 2 hours before the departure time of your flight together with the documents required for the university registration, passport with student visa.
- Keep your fragile goods, laptop, phone and official documents in your hand luggage.
- Please write your address in Turkey clearly on your luggage.
- It is recommended to keep at least 100$ in cash with you when you arrive for the first time.
- Do not forget to bring some warm clothes since your arrival dates would be a season when rain and cold start.
- Upon your arrival, please proceed to the passport control desk. After passport control, follow the directions to find the counter where your luggage is and get your luggage from the counter. If your luggage is lost, report to the Lost and Found Office of your airline.
- Make sure you have University’s address and contact numbers with you- taxi drivers in Turkey don’t usually speak English and you might need to show them a written down address.
Arrival by Plane

Most international flights arrive into Atatürk International Airport (IST) at Yeşilköy located on the European side of Istanbul, approximately 20 kilometers away from the city center and the University. From Atatürk Airport, you can take HAVATAŞ, the airport shuttle service (costs 12 Turkish Lira) to Taksim, a major district on the European side. You would then need to continue by subway towards Yenikapı direction and exit at Haliç station. As an alternative, you can take a taxi from Taksim area- the fee will not exceed 10 Turkish Lira (about 3$).

If you are flying into Sabiha Gökçen International Airport (SAW), located on the Asian side of Istanbul at Pendik/Kurtköy, please check with your airline whether free of charge shuttle bus to the city is available for your flight. If not, you can take a taxi from the terminal or the public bus. You can also take HAVATAŞ shuttle service to Taksim.

Arrival by Land

If you are travelling by an intercity bus, you will arrive into Esenler Otogar (main bus terminal on the European side) or Harem Otogar (main bus terminal on the Asian side). Most bus companies provide free of charge transportation for their passengers to major points of the city, or you can use a taxi or public transportation.
All international applicants are expected to arrive for the registration with their documents completed. Make sure that all the documents needed for the university’s registration are ready before you depart to Istanbul. If your original documents are issued in other languages, rather than English or Turkish, we strongly recommend you to get them officially translated and receive an approval seal from the Turkish Embassy in your home country. It will prevent you from the last minute rush during the registration days and from the spending extra money on the translations and notary verification.

2015 Fall semester undergraduate enrollment dates:

    Regular registration: September 7-8, 2015.
    Late registration: September 21-22, 2015.

2015 Fall semester graduate enrollment dates:

    Regular registration: September 21-22, 2015
    Late registration: September 30- October 1, 2015

2015 Fall semester dual degree graduate enrollment dates:

    Regular registration: September 30- October 1, 2015
High school credentials:
- Original high school diploma and original transcripts
- A notarized translation of the diploma and transcripts (if your diploma is not issued in English or Turkish)
- An equivalence letter obtainable from a local Turkish Embassy or the Ministry of Education of the Republic of Turkey certifying the equivalency of the diploma to that of a Turkish high school

Examination results:
- Original score report that you used during application (if any)
- A notarized translation of the score report (if is not issued in English or Turkish)

Identity information:
- Copy of official identity card and passport pages that show identity information
- Copy of student visa if a student visa is required

Tuition payments:
- Bank receipt indicating that the tuition fee has been paid
- Proof of funding

Other documents:
- Six passport size pictures
- Proof of English Proficiency or Turkish Proficiency
Undergraduate/Graduate credentials:
- Original undergraduate/graduate diploma and original transcripts
- A notarized translation of the diploma and transcripts (if your diploma is not issued in English or Turkish)

Examination results:
- Original score report that you used during application (GMAT/GRE/ALES)

Identity information:
- Copy of official identity card and passport pages that show identity information
- Copy of student visa if a student visa is required

Tuition payments:
- Bank receipt indicating that the tuition fee has been paid
- Proof of funding

Other documents:
- Six passport size pictures
- Proof of English Proficiency or Turkish Proficiency
TRANSFER STUDENTS REGISTRATION

High school credentials:
- Original high school diploma and original transcripts
- A notarized translation of the diploma and transcripts (if your diploma is not issued in English or Turkish)
- An equivalence letter obtainable from a local Turkish Embassy or the Ministry of Education of the Republic of Turkey certifying the equivalency of the diploma to that of a Turkish high school

University transcripts and course descriptions:
- The original transcript issued, sealed and signed by the previous university, documenting all courses exempted and grades achieved.
- The originals of the official course description documents issued, sealed and signed by the previous university, bearing all the descriptions of the courses to be exempted

Examination results:
- Original score report that you used during application (if any)
- A notarized translation of the score report (if is not issued in English or Turkish)

Identity information:
- Copy of official identity card and passport pages that show identity information
- Copy of student visa if a student visa is required

Tuition payments:
- Bank receipt indicating that the tuition fee has been paid
- Proof of funding

Other documents:
- Six passport size pictures
- Proof of English Proficiency Proof or Turkish Proficiency
ERASMUS students:
- Online application form (print out copy). Application form is available online http://activity.khas.edu.tr/international/
- Learning agreement
- Transcript (the original transcript in English language)
- Proof of English proficiency (GMAT/GRE, TOEFL, any test equivalent provided by home institution)
- Copy of official identity card and passport pages that show identity information
- Copy of student visa if a student visa is required
- Five passport photos
- Temporary health insurance

EXCHANGE students:
- Online application form (print out copy). Application form is available online http://activity.khas.edu.tr/bilgiform
- Letter of nomination (cover letter) by home institution
- One letter of recommendation
- Transcript
- Statement of purpose
- Copy of official identity card and passport pages that show identity information
- Copy of student visa if a student visa is required
- Five passport photos
- Temporary health insurance
- Bank statement (proof of student’s financial support) (minimum 3000 USD for one semester)
Student Affairs Office is responsible for implementing the university's student services at all facilities. It carries out university registrations, preparation and announcement of lesson and exam programs, scholarship and daily student procedures, registration and withdrawal processes, transcript and diploma issuing and procedures after graduation.

The Office will be your prime source of information for:

- Course registration, course exemption, course add-drop, dropping courses or withdrawal
- Registration process, registration suspension and cancellation
- Final exam results
- Financial Error claims
- Department changes
- Student certificates
- Transcripts
- Graduation documents
- Diplomas

Contact

Director of Student Affairs: Berrin Kocayurt
International Students Affairs: Emine Sular
Living in a multimillion city gives you an opportunity to embrace the concept of diversity. Here, at Kadir Has University, Exchange and Erasmus students, full time international students and visiting foreign professors as well as Turkish students from different parts of Istanbul and other cities think, act, dress, and talk in their own unique way. The differing ideas and points of view they bring to the classroom are a big part of what makes Kadir Has University such an interesting place.

International Exchange Programs Unit provides services to international students, houses study-abroad programs, and sponsors events that will allow you to experience cultures from all over the world.

Moving to another country might be challenging. This is why at Kadir Has University we designed a special oration week for full time international students. All exchange and Erasmus students are also welcomed to join all the events.

International Student Orientation Week will help you settle in at Kadir Has University and Istanbul. Along with lots of fun events and activities, you will also complete all the necessary University procedures to make your enrolment process as smooth as possible. The orientation program will provide you with opportunities to meet all the new first year international students and attend meetings and sessions with your School(s), Program Teams or Research Institute.

If you have any questions during the International Orientation Program, come to the International Admissions Office.
Kadir Has University strives to ensure that every international student has the opportunity to succeed in the classroom as well as experience the social and cultural highlights of Istanbul and Turkey. We believe that student clubs form the backbone of a lively, colorful university environment while serving to cultivate individuals with multiple interests. As a modern educational institution, Kadir Has University recognizes and heartily supports the positive social, cultural, physical health, and artistic influence of student clubs, as well as the associated increase in students’ knowledge, skills, and creativity. Kadir Has University Student Clubs enthusiastically support panel sessions, conferences, and forums with politicians, business people, specialists, and cutting-edge thinkers of every discipline. Our clubs also publish and interact with magazines, bulletins, and other media, as well as hosting and partaking in concerts, events, and talks by prominent artists. Moreover, they organize and take part in sporting competitions, events and celebrations. Below is the current list of ever-developing KHAS student clubs, powered by student interest and energy.

Advertising Club
Arts and Culture Club
Business Club
Chess Club
Cinema Club
Dance Club
Debate Club
Economics Club
Engineering Club
Environment and Ecology Club
Erasmus Club
Factory Design Club
Finance and Banking Club
Folk Dance and Folk Music Club
Futurists Club
Graphic Design Club
HAS Runners
Haslog
Human Rights and Democracy Club
New Media Club
Operations Research Club
Photography Club
Poetry Club
Political Science and International Relations Club
Property and Asset Valuation Club
Public Relations and Publicity Club
Information Security Club
Innovative Entrepreneurial Leaders Club
Institute of Electrical & Electronics Engineering Student Branch
Institute of Engineers and Everyone Else)
International Business Club
Kemalist Thought Club
Law Club
Literature Club
Logistics Club
Marketing Club
Model United Nations Club
Mountaineering and Outdoors Sports Club
Music Club
Radio Club
Sailing Club
Short Film Club
Troupe
Uni Socia Club
The Student Council at Kadir Has University consists of democratically elected student representatives, and serves as a bridge between the student body and the administration, the goal of which is to foster students’ participation in the governing of the university.

What does Student Council do?

Through the president and the representatives chosen from every faculty, the Council participates in the meetings of university administrative bodies on those issues pertaining to students, bringing problems, perspectives and potential solutions to the table and generally representing the student body. Committees formed by the Council also suggest and implement scientific, creative, novel, and research projects and/or ideas aimed at addressing student concerns and providing solutions to student problems at the university. Council members work to publicize announcements and opportunities at the university in a way that allows students to benefit from them, and prepare surveys and reports to better understand the student perspectives and needs. All students of Kadir Has University are natural members of the Council and can benefit from the Council’s activities.
SPORTS AND RECREATION

What can be better than taking a break from your classes and stretching your legs in the on-campus gym? At Cibali Campus, students can spend their free time playing on basketball court or taking a small tournament on the mini football field. Those who are interested in a real work out can practice in the fitness center or indoor sports center. On the Selimpasa Campus there are multipurpose sports areas for basketball, volleyball, and tennis, as well as a mini football field, climbing wall and fitness center.

If you are a professional athlete and you’re looking to join a team or compete on an individual level, sport clubs are great way to share common interests and get competitive in a structured way. Kadir Has University is famous for its rowing team, which owns numerous trophies from both Turkish University Sports Federation and Turkish Inter-university Rowing Championship. The university also hosts national events such as the Golden Horn Road Race and Cumhuriyet Cup Rowing Contest.

Existing sports at Kadir Has University:

- Rowing (women’s)
- Rowing (men’s)
- Football/Soccer (men’s)
- Basketball (men’s)
- Volleyball (women’s)
- Volleyball (men’s)
- Handball (men’s)
- Tennis (women’s)
- Tennis (men’s)
- Table Tennis (men’s)
- Table Tennis (women’s)
- Chess (women’s)
- Chess (men’s)
- Karate (men’s)
- Archery (men’s)
- Track-and-field (women’s)
- Track-and-field (men’s)
- Dancing (women’s)
- Dancing (men’s)
- Swimming (men’s)
- Swimming (women’s)
- Mountaineering and Outdoors
- Sports
- Climbing
- Wrestling
- Badminton
- Karfball
- Cannoning
- Sailing
- Mountain climbing
- Outdoors Sports
- Climbing
- Wrestling
- Badminton
- Karfball
- Cannoning
- Sailing
Information Center

The KHAS Information Center is dedicated to providing the most up-to-date information services through the latest communication technologies. It offers online databases, access to other university libraries and information centers. All KHAS faculty, staff, and students must register with the Information Center before borrowing from it. You may see the library staff to sign a statement of compliance with library rules and to fill out the appropriate forms. The resources borrowed from the library must be properly checked out and returned on time.

Working Hours

Monday - Friday: 08:30 - 22:00  
Saturday - Sunday: 10:00 - 18:00

IT Facilities

The University has 16 computer laboratories. There are also computers in the Library for students and faculty members. There are more than 800 computers at Kadir Has, all of which are connected by fiber optic cable and supported with current software and materials. All students at Kadir Has University have named accounts and internet access in the labs and throughout the KHAS Blackboard and Student Knowledge management system. To activate your account please visit the IT department.

Writing Center

All students are invited to make use of the university's Writing Center, which offers one-on-one assistance on writing fluent and idiomatically correct English, using appropriate academic formatting and style, and preparing special written assignments, such as a masters' thesis or senior project. Workshops in particular areas of English writing are also offered. The Center maintains an "open door" policy several times a week for students in need of extra assistance. Additional sessions are available by appointment.
One of the important aspects for students on campus is dining options. We receive many questions from prospective applicants about where can they eat on campus, what kind of foods are available and the most important, whether the food on campus is good.

Kadir Has University provides affordable on campus dining options for its students. A wide variety of cafés and restaurants offer nutritious and healthy meals. You can choose custom-made salads, macaroni’s or Panini’s, wraps or pizza, fresh deli sandwiches, or home-style favorites. If you like a little bit of everything, try our all-you-can-to-eat buffet in the main restaurant. We also offer many vegetarian, low-calorie, low-fat, and low-carb items.

On the Cibali Campus you can start your day with a cup of freshly brewed coffee and pastry from Starbucks, get a snack or a beverage from the numerous vending machines located around the campus, treat yourself with a full course lunch while enjoying a spectacular view of the old city at Yemekhane Restaurant, and have a cup of tea with your friends at a Pigastro Cafe.

If you look for more upscale dining options at Kadir Has University, you might want to try a variety of meals at the applied restaurant of the ChefSchool Culinary Academy, a part of Lifelong Education Center. The restaurant offers a great selection of international meals from a la carte menu as well as daily surprises from our master chefs.

With the variety of food, flexible hours, culinary-trained chefs, and caring staff, you might think that our meal plans are expensive. No way! In fact, we take care of keeping the prices lower than at other universities in Istanbul with similar meal plans.
All Kadir Has campuses are equipped with an on-site medical center. In addition to on-site medical centers, the Cibali and Bahçelievler campuses house psychological consultation center.

Our medical facilities are open to students, faculty, and personnel for emergency consultations. Following a consultation at one of our facilities, necessary medications can be prescribed.

In emergency situations, treatment can be started.

For extraordinary circumstances, each campus is in contact with nearby hospitals and has agreements to keep appropriate facilities in reserve should they be needed. Each campus also has vehicles on call in case of emergency.

Note: You need an appointment to meet with the psychological consultation experts.
Currently, residence permit applications are made directly to the Directorate General for Migration Management through online system. After filling the form, the system automatically brings the address of the nearest DGMM office and list of required documents, calculates application fee and card fee and also sets possible appointment dates and times. Foreign applicants can legally reside in Turkey with application form until the appointment date. Whether you came with a student visa or with no visa, if you are registered at the university, you can apply for a student permit.

How to get your E-ikamet appointment in 3 easy steps:

- Go to: http://www.goc.gov.tr fill the form and print it
- Prepare all the documents required as mentioned on screen
- Go to the appointment on the mentioned date with all the documents and forms.

For all applications following requirements are essential.

- It is required to have a passport or a document substituting a passport which is 60 days longer than the requested residence permit period.
- Photo must be taken within the last 6-month (frontal, clear face, in a way that the foreigner can be recognized easily) with a white background and as bio-metric.
- In cases where passport is not written in Latin letters, certified translation by a sworn translator or official authorities will also be needed.
- If name and surname are not written separately in passport, it is required that you submit a document, taken from your own country representatives, showing clear identity information.
- The birth certificate may be requested for foreign minors.
- In cases where the person concerned is under the age of 18, a deed of consent which shall be given by his/her mother/father who lives abroad or by legal representative and also the recognizance which shall be given by natural or legal persons on condition that it is stated in the deed of consent, are required to be submitted to the administration.

Note: It takes 2-3 months for the permit card to arrive to the University.
FOREIGNER ID

The e-Government Gateway is a website offering access to all public services from a single point. The aim of the Portal is to offer public services to citizens, businesses, and government agencies in an efficient and effective manner through information technologies. The service ensures users to have easy access to services they need.

Services offered to the citizens and residence permit holders through the e-Government Portal:

• Information services
• E-services
• Payment transactions
• Shortcuts to agencies and organizations
• Information updates and announcements
• Messages to citizens from agencies

To be able to benefit from the services offered through the e-Government Gateway, you have to apply to PTT Centers together with residence permit bearing your Foreigner ID number. Through the E-government gateway you will be able to register your cell phone and apply for the general health insurance.

Foreigner’s ID number

Getting an ID number is a legal requirement. Every foreigner who stays in Turkey for more than six months is required to obtain this number. Additionally, the identification number allows services such as taxation, security, education, social security, health care, banking and many other things to be carried out more quickly, rationally and reliably. Your Foreigner ID number will be printed on your residence permit card.
HEALTH INSURANCE

We strongly recommend all international students to come to Turkey with a valid temporary health insurance policy. International students are responsible for costs of hospitalization or for any medical service or treatment not available at university health center.

Health insurance is a mandatory document during the residence permit application. You can either choose to benefit from the state's General Health Insurance plan or obtain a private health insurance. All international students studying in Turkey are able to get General Health Insurance to benefit from the equal, comprehensive and quality health services provided by the state. In order to benefit from the General Health Insurance, all international students are required to report in person to the Turkish Social Security Institution (SGK) and complete their insurance application within 90 days upon their official registration at the university. Students are responsible for their own monthly payments of health insurance contributions.

The insurance will be valid until the end of the academic year. In order to activate the medical insurance, students should go the local health authority with:

- Resident Permit
- Passport
- Certificate of Student Enrollment

Students usually receive an SGK number upon the registration at the health authority. Students with General Health Insurance can benefit from private hospitals against contribution fees and from state hospitals free of charge by presenting their foreigner ID number. They can get the medicines and prescriptions recommended by doctors from any pharmacy against the payment of contribution fee only. If you don’t wish to benefit from the General Health Insurance, you might apply for private health coverage, offered by different health insurance companies.
Opening a Bank Account

Once you receive your residence permit and your Foreigner ID number, you will be able to open a bank account at any bank within Turkey. Please note that you need to be at least 18 years old in order to open an individual bank account. Most banks offer a choice of accounts to suit the customer's needs, and provide a wide range of services. Accounts are usually approved on the same day, and access to telephone and Internet banking can be activated shortly afterwards.

For your convenience there is an Akbank branch on Cibali Campus.

Registering Your Cell Phone

Anyone who is visiting Turkey for more than 15 days has to register at one of the GSM operators’ subscription centers. A person is allowed to register only one mobile phone from abroad during a two-year period. Foreign devices should be registered within 60 day upon last entry date to Turkey.

Please note that you will be able to register your phone only after you receive your residence permit. All unregistered international phones will be automatically blocked within 1 month after a Turkish SIM card is inserted. We advise you to proceed with the following guideline:

• Don’t insert Turkish SIM card on your phone immediately upon your arrival to Turkey. Instead, buy an inexpensive phone from a local Turkish dealer and SIM card, and use the phone until you receive your residence permit.
• After you receive your residence permit, you will have to get a written confirmation from a local police office, which will state the date of your entry to Turkey.
• You will have to go to a local tax office or any of the following banks and pay cell phone registration fees. Please make sure that your name, last name and your phone’s EMEI number is shown on the proof of payment.
• Visit any GSM office and register your foreign phone. You can complete the registration procedure online, if you have already obtained an e-government password for www.turkiye.gov.tr.
• Once your phone is registered, you can now insert your local SIM card.

If you wish to check the status of your phone registration, please visit http://www.mcks.gov.tr/tr/imeisorgu.php.
# LIVING EXPENSES


<table>
<thead>
<tr>
<th>Expense Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apartment (1 bedroom) in City Centre</td>
<td>350$</td>
</tr>
<tr>
<td>Meal, Inexpensive Restaurant</td>
<td>5.07 $</td>
</tr>
<tr>
<td>Meal for 2, Mid-range Restaurant, Three-course</td>
<td>21.13$</td>
</tr>
<tr>
<td>McMeal at McDonalds (or Equivalent Combo Meal)</td>
<td>5.49 $</td>
</tr>
<tr>
<td>Cappuccino (regular)</td>
<td>2.54 $</td>
</tr>
<tr>
<td>Coke/Pepsi (0.33 liter bottle)</td>
<td>0.98 $</td>
</tr>
<tr>
<td>Water (0.33 liter bottle)</td>
<td>0.32 $</td>
</tr>
<tr>
<td>Milk (regular), (1 liter)</td>
<td>0.94 $</td>
</tr>
<tr>
<td>Chicken Breasts (Boneless, Skinless), (1kg)</td>
<td>4.50 $</td>
</tr>
<tr>
<td>Local Cheese (1kg)</td>
<td>6.03 $</td>
</tr>
<tr>
<td>Loaf of Fresh White Bread (500g)</td>
<td>0.52 $</td>
</tr>
<tr>
<td>Rice (white), (1kg)</td>
<td>1.78 $</td>
</tr>
<tr>
<td>Eggs (12)</td>
<td>2.00 $</td>
</tr>
<tr>
<td>Potato (1kg)</td>
<td>0.80 $</td>
</tr>
<tr>
<td>Lettuce (1 head)</td>
<td>0.72 $</td>
</tr>
<tr>
<td>Apples (1kg)</td>
<td>1.17 $</td>
</tr>
<tr>
<td>Oranges (1kg)</td>
<td>1.01 $</td>
</tr>
<tr>
<td>Tomato (1kg)</td>
<td>1.03 $</td>
</tr>
<tr>
<td>Basic (Electricity, Heating, Water, Garbage) for 85m2</td>
<td>93.31$</td>
</tr>
<tr>
<td>Fitness Club, Monthly Fee for 1 Adult</td>
<td>45.03$</td>
</tr>
<tr>
<td>Tennis Court Rent (1 Hour on Weekend)</td>
<td>13.18$</td>
</tr>
<tr>
<td>Cinema, International Release, 1 Seat</td>
<td>5.92 $</td>
</tr>
<tr>
<td>1 Pair of Jeans (Levis 501 Or Similar)</td>
<td>52.91 $</td>
</tr>
<tr>
<td>1 Summer Dress in a Chain Store (Zara, H&amp;M, ...)</td>
<td>33.62 $</td>
</tr>
<tr>
<td>1 Pair of Nike Shoes</td>
<td>61.31 $</td>
</tr>
</tbody>
</table>
Not far from the Cibali Campus, there is Taksim Square, a major center for movies, live entertainment, dining, and music clubs. Your fellow students will be more than happy to show you around, and transportation is simple and fast. Museums:

Dolmabahçe  (0212) 258 55 44
Topkapi     (0212) 512 04 08
Yerebatan   (0212) 522 12 59
Yıldız      (0212) 258 30 80

Istanbul has many parks and outdoor cafes, and one of the cheapest and nicest things to do in the spring is to take a ferry ride up the Bosporus. Ferries can be taken from Eminönü. Make it a group effort and go with friends or visiting family, stop at one of the fish restaurants at the Black Sea end of the straits.

There are a number of cinemas in Taksim and in nearby neighborhoods, and, at least once a year a major international film festival takes place throughout the city. Istanbul also hosts a major international jazz festival, a number of classical music events, art festivals and exhibits, and you can find all kinds of music being played at clubs and other venues. Again, your fellow students will keep you informed.
DINING IN ISTANBUL

Central location of Kadir Has University gives you a wide variety of dining options. The best restaurants of the city are located in the nearby districts of Galata, Uskudar, Bakirkoy, Kadikoy, Nisantasi, Kumkapi and Anadoluhisari.

Along the Bosporus shore of European part in Istanbul, there are many restaurants that you can enjoy the fabulous Bosporus view. You can have the best experience of Turkish foods in Lokantas, Meyhanes and Ottoman style restaurants that the locals frequent. Sultanahmet is one of the most popular sites in Istanbul but unfortunately, it has the least impressive range of eating options in Istanbul.

Absolutely the best is spending time in Taksim area, which offers a great selection of dining options with a wide range of prices. Eminonu is the best place for fresh fish because local fishermen come at the end of the day to sell the catch of the day here and it can be your most memorable time eating the famous Balik Ekmek (Turkish Fish Sandwich) beside the sea. In Eminonu fishermen built grills and fryers right in their boats, built fires in them, grilled fish fillets, stuff them in half a loaf of bread and hand it from the boat to thousands of hungry Istanbulites every day till midnight. It can be old-fashioned and romantic fast fish meat experience in Istanbul.

Restaurants in Istanbul, called Lokanta or Restoran, are always full of large groups sharing mezes, conversations and laughs. As menus are not a Turkish tradition, they are found only in tourist areas. Kebab houses are everywhere. You will enjoy Turkish pizza called pide, and lahmacun is a kind of pide topped with mincemeat, onion and tomatoes.

Next to ferries or bus stations or on busy streets and squares you can see vendors. They do sell simit, roasted corn, midye dolma (stuffed mussels), pilav (rice and chickpeas), kokorec (lamb’s intestines cooked with spices and herbs) and cig kofte (raw meatball). We advise you not to eat them, at least during your first 2 weeks in Istanbul.

As you visit different areas of Turkey, there are local specialties which must be eaten in their home region to be fully appreciated. Bursa for its Iskender Kebab, Gaziantep for its pistachio nuts, the Black Sea Region for hamsi (anchovies) and corn bread and the Southeastern Turkey (Urfa and Adana) for spicy shish kebabs. It is possible to find all these types in Istanbul.

You can also get food delivery through online food ordering system http://www.yemeksepeti.com
Istanbul has an excellent transportation system utilizing almost all the known forms of public transit. Within the city limits, one can ride on buses, metrobuses, subway trains, suburban trains, trams, funiculars, cable cars, ferries, fast ferries, sea buses and sea taxis. The most of them are linked to one another. We do not recommend driving inside the city. Traffic jams are Istanbul tradition and the public transportation system is excellent.

The dolmus, or minibus, is an Istanbul institution. When the minibus fills up with 7 or 8 people, it leaves, stopping only by request until its final destination, indicated by the signs place on the right side of the front window. It is often the quickest way to get somewhere.

For trips outside the city, there are two major bus terminals (otogar = bus station in Turkish): Esenler is on the European side; Harem is on the Asian side. There are two railway terminals: Haydarpasa is on the Asian side (temporary closed), and Sirkeci is on the European side. Domestic air transportation is also readily available; and with a valid license, you can rent a car to tour outside the city.

You can plan your trips by using following public transportation websites:

- For bus and metrobus trips: http://www.iett.gov.tr
- Railway transportation: http://www.istanbul-ulasim.com.tr
- Sea transportation: http://www.ido.gov.tr

Once you register at Kadir Has University and receive your residence permit, you will be able to apply for a discounted student transportation card. For more information, please contact International Office.
The following are a list of important phone numbers:

Fire: 110
Ambulance: 112
Police: 155

Transportation:

Turkish Airlines: (0212) 444 0 849
Bus Terminal Esenler Station: (0212) 658 00 36
Maritime Lines: (0212) 244 42 33

Hospitals:

Balat Hospital (nearby to campus) (0212) 491 00 00
German Hospital (0212) 293 21 50
American Hospital (0212) 231 40 50
Florence Nightingale Hospital (0212) 224 49 50

University's address:

Kadir Has Caddesi Cibali / ISTANBUL 34083
Tel: +90 (212) 533 65 32

Female Dormitory
Nalıncı Kasım Sokak No 13-15

Male Dormitory
Keçecipiri Mahallesi Hasköy Mektebi Sokak No:4
Aynalıkavak / Hasköy
Kadir Has University
International Collaboration and Education Office

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