IBN HALDUN
UNIVERSITY

IHUCompass

Student Handbook

2026-2027

İBN HALDUN
ÜNİVERSİTESİ

Chapter 1

IHU Standards

Imagine a University 12

Our Values

IHU Equal Opportunity Statement 13

Student Code of Conduct

Academic Freedom and Principles

Personal Communication Policy

Alcohol and Drug Use, Possession of Firearms in University Buildings, and Political Propaganda 14

Political Campaign Activities

Emergencies

Protection of Personal Data

Security 15

IHU Culture

Chapter 2

Academic Integrity Policies

Academic Misconduct

Plagiarism, Cheating, and Disciplinary Offenses in Preparatory Programs 16

Reporting Known or Suspected Violations of the Honor Code 17

Chapter 3

Contact Information

Contact Information 18

Chapter 4

Information on Academic Programs

General Information for the Preparatory Program 20

Arabic Preparatory Program 22

Turkish Preparatory Program 23

World Languages 24

General Information for Undergraduate Programs

General Information for Graduate Programs 26

Suspension of Registration 27

Withdrawal from the University

Course Withdrawal

Chapter 5

Academic Policies and Campus Resources

Academic Calendar
Academic Advising — 28

Class Attendance, Audit Courses
Graduation Requirements
Dormitories — 29

Health Insurance
Course Registration Procedures
International Undergraduate and Graduate Student Registration Procedures — 30

Exchange Programs
Double Major, Minor, and Honor Programs — 31

Scholarships — 32

Academic Grades
Graduation
Student Cards
Student Automation Systems — 34

Information Systems
Microsoft Office365 Hizmeti — 35

REDAM 36

Project Support Office 37

IHU Career System 38

Career Counseling Services
Social Areas 39

Rental and Equipment Assignment Procedures 41

e-SKS Portal
Student Clubs 42
Student Representatives Council

Online Education
Satisfaction Surveys 44
Summer School

Documents 45

Transfer Between Programs 46

Transfer to Turkish-Medium Undergraduate Programs
Library 47

Part-Time Employment
Working Hours 49
Support Requests - Department of Corporate Communications and Promotion

Bölüm 6

50

Chapter 1

IHU Standards

Imagine a University

Ibn Haldun University is moving forward with confidence toward its goal of becoming one of the few well-established educational institutions with a strong and widespread impact in the future. In line with this vision, our fundamental mission is to educate successful and happy individuals through high-quality education, to produce high-impact research projects and publications, and thereby contribute to solving contemporary problems and preparing society for the future.

To achieve these goals, our primary objectives include establishing a strong ecosystem and institutional culture based on institutional sustainability, anticipating the future, and continuous quality improvement. Although we are still a relatively young university, we present this work to your attention as a reflection of the progress we have made, particularly in developing our institutional culture.

In today's world, where the pace of change—from the individual sphere to the social and political spheres—has reached unprecedented levels, it is vital to understand the nature of change at every scale and to prepare individuals, institutions, society, and the state for the future. Making a competent analysis of these changes, drawing on the accumulated knowledge and experience of humanity, understanding their depth, anticipating the future, and making the necessary preparations are fundamental conditions for ensuring our existence in the centuries ahead. It is clear that this is primarily the raison d'être of institutions operating in the field of education. For it is educational institutions that will carry society, through new generations, into the future, while new generations will carry society as a whole into the future.

In this regard, educational institutions that prioritize maximizing social benefit by increasing their research capacity and project opportunities; develop innovative learning and teaching models and practices while emphasizing not only the production and transfer of knowledge but also the development of students' skills and competencies; and continuously improve their organizational capacity and institutional culture through sustainable and effective management approaches will possess the competence and resources necessary to fulfill these responsibilities properly.

With this understanding, Ibn Haldun University continues to develop its educational, teaching, and research activities as one of the leading universities in Türkiye in the field of social sciences. At the same time, by closely examining the institutional cultures of the world's long-established universities, it implements pioneering practices in the field of higher education in Türkiye.

Furthermore, our University takes justified pride in being one of the finest examples in Türkiye of the "research university" model through the support it provides to its academics and researchers, as well as of the "foundation university" model through its approach to undergraduate and graduate students and the opportunities it offers them.

As a learning institution that continuously renews and develops itself, we sincerely believe that our University's journey toward the future will continue through the dedicated efforts of all our members and stakeholders who are aware of their responsibilities—including our students, alumni, academics, administrative staff, and supporters. We wish every member of this great family continued success.

Our Values

Ibn Haldun University has been established and organized around a set of values and ensures that its educational, teaching, and research activities are designed in accordance with these values. Within this framework, we embrace the following values:

Intellectual Independence

Intellectual independence is the first step toward working, becoming liberated, and achieving originality without being confined by the prevailing paradigm in the social sciences.

Comparative Education

As a prerequisite for original intellectual production, comparative education contributes to developing awareness by enabling the scholarly, cultural, and artistic heritage of world civilizations—particularly the accumulated knowledge and experience of the civilization to which we belong—to be recognized through their own sources and evaluated through a critical perspective.

Tradition-Inspired Innovation

Tradition-Inspired Innovation manifests itself in reconstructing our ancient heritage in harmony with our tradition and in accordance with contemporary developments.

Open Civilization

An open civilization represents the establishment of a healthy basis for interaction by rediscovering our own concepts and theories of civilization, developing a consciousness of civilization, and acquiring global literacy regarding the accumulated knowledge and experience of world civilizations.

Multilingual Education

Multilingual education means enabling our students to develop the ability to think and express their thoughts using different languages and to access primary sources in different languages more easily.

Futuwwa

Futuwwa refers to raising young people according to universal moral values that have constituted the cornerstones of the ethics of virtuous youth throughout the centuries.

Global Competition

Global competition means providing our students with opportunities to acquire knowledge from different perspectives in an international environment, to reflect on, interpret, and apply what they have learned, and equipping them with distinctive qualities that will enable them to stand out among their peers studying at the world's well-established universities.

Preparation for the Future

Preparation for the future is the goal of understanding the nature of change at every level of society in today's world, where the pace of change has reached unprecedented dimensions, and of confidently carrying individuals, institutions, society, and the state into the future.

IHU Equal Opportunity Statement

Ibn Haldun University is an institution that adopts the principles of equality and equal opportunity and implements a zero-tolerance policy toward discrimination. The University is committed to ensuring that no student or employee is discriminated against on the basis of gender, race, color, language, religion, belief, sect, philosophical or political opinion, ethnic origin, wealth, birth, marital status, health status, disability, or age.

As detailed in our University's Non-Discrimination Policy, the principle of equality is observed in all activities, including education, admission policies, scholarship and loan programs, privileges provided to students, and the administration of programs such as cultural and sports activities. The University encourages students or employees who become aware of discriminatory behavior to contact the "Compliance Committee." Any action against individuals who make allegations of unlawful discrimination or assist with investigations is strictly prohibited. Through its "Compliance Committee," the University manages and monitors its equal opportunity/affirmative action policies. Our University aims to provide an educational environment that is safe, fair, and free.

In addition, issues such as discrimination, harassment, sexual harassment, dating violence, stalking, psychological violence, physical violence, addictions, and mobbing are addressed within the "University Student Code of Conduct and Procedures."

For matters covered by the Code of Conduct and Procedures, you may contact the Guidance and Psychological Counseling Application and Research Center (REDAM). The process is monitored by REDAM.

Student Code of Conduct

The provisions of Higher Education Law No. 2547 concerning disciplinary investigations are used as the University's fundamental student code of conduct in

internal procedures and practices. The general purpose of this regulation is to establish the disciplinary penalties to be imposed on students of higher education institutions and to regulate the procedures and principles governing disciplinary investigations.

As a regulation applicable to all students in higher education institutions in terms of its implementation, this document constitutes the primary reference for evaluating student conduct and disciplinary processes for students of Ibn Haldun University.

Academic Freedom and Principles

The Directive on Scientific Research and Publication Ethics in Higher Education Institutions is taken as a basis in internal academic processes, activities, and practices, together with the University's values of Intellectual Independence, Tradition-Inspired Innovation, Open Civilization, Global Competition, and Comparative Education.

This Directive has been prepared to establish the ethical rules that must be followed in scientific research, studies, publications, and activities, as well as the duties, authorities, and responsibilities of the scientific research and publication ethics committees to be established within higher education institutions and the procedures and principles governing their work.

In terms of scope, this Directive covers research ethics issues related to all types of scientific research and studies conducted by the University; scientific activities carried out; scientific research and development projects supported or conducted; theses and scientific publications produced during graduate education; research ethics issues related to scientific research and development projects; publication ethics issues concerning all types of publications published or submitted for publication by members of higher education institutions in domestic and international print, visual, and audio media; and ethical violations that may arise in studies conducted by members of higher education institutions.

For members of Ibn Haldun University, this Directive constitutes the primary document to be examined with regard to academic principles and freedoms.

Personal Communication Policy

We encourage you to make the best possible use of the personal communication resources and opportunities available to you at our University. Building strong connections, seeking support when necessary, and actively participating in personal interactions will enrich your university experience and contribute to your personal and academic development.

Student Support Services: Our University provides a range of student support services that promote personal well-being and academic success. These services include counseling and psychological support, career services, disability support, and more.

Academic Advising: Your academic advisor can guide you on course selection, academic planning, degree requirements, and career pathways. You may request an appointment with your academic advisor to discuss your goals and receive one-on-one guidance. For this purpose, you may use the email addresses provided on the University's official website.

Psychological Counseling: For psychological support, you can visit the official pages of our University's Guidance and Psychological Counseling Research and Application Center (REDAM) and Center for Psychotherapy Application and Research (IPAM) for detailed information.

Alcohol and Drug Use, Possession of Firearms in University Buildings, and Political Propaganda

Our University provides a campus environment free from alcohol and other drugs, firearms, and political activities. Consuming alcoholic beverages, using, possessing, promoting, or trafficking drugs, possessing firearms in any university building, and engaging in political propaganda during events are prohibited by law. The relevant disciplinary provisions of Higher Education Law No. 2547 apply to those who violate these prohibitions.

Political Campaign Activities

Political campaign activities in higher education institutions are restricted by Article 59 of Higher Education Law No. 2547, which provides that:

"Faculty members at higher education institutions may become members of political parties and may serve in the central bodies of political parties and their affiliated research and advisory units, provided that they do not interfere with their duties at the higher education institution and notify their institution within one month. However, faculty members in this position may not serve as members of the Council of Higher Education or the Higher Education Supervisory Board, or as rector, dean, institute or school director, or department head, nor may they be elected as their deputies. Students of higher education institutions may become members of political parties. Faculty members and students who are members of political parties may not engage in party activities or conduct party propaganda within higher education institutions."

Furthermore, Article 53 of the same law lists "engaging in political party activities or conducting political party propaganda within higher education institutions" among the circumstances warranting a reprimand for faculty members.

Emergencies

Information on what should be done in the event of a possible emergency at our University is published on our website.

Protection of Personal Data

The Law on the Protection of Personal Data No. 6698, approved on March 24, 2016, was published in the Official Gazette dated April 7, 2016, No. 29677, and entered into force. Our University has taken the necessary measures and begun implementing the required procedures in accordance with this law. Within this scope, the information notice and explicit consent form prepared for this purpose are published on our website.

Security

Lost and Found

Found items are kept under the custody of the Rectorate's CCTV/Security unit. Information regarding where, when, and by whom an item was found is recorded in an official report and signed. When the owner of the item is identified, the item is returned against another official record.

Panic Button

To increase the level of security at our University, panic buttons have been installed at a total of 15 locations on and around the campus for use in emergencies. When these buttons are pressed, a siren and flashing light are activated, sending both visual and audible alerts to our security unit.

The areas where the panic buttons are located are also monitored by a closed-circuit camera system. The locations of the buttons are marked and numbered on the map using purple, yellow, blue, and orange colors. Instructions for their use are also provided below the map.

In the event of a security emergency, if you press the nearest panic button on campus, our security unit will provide the necessary assistance. If a panic button located outside the campus is used, our security unit will immediately notify the police.

Guest Entry/Exit Procedures

Guests arriving at the campus are first asked whom or which unit they are visiting. If the person they are visiting is an administrative or academic staff member, confirmation is obtained and guests are asked to present an identification document. Guests are then provided with a visitor card and directed accordingly.

PANIC BUTTON LAYOUT DIAGRAM

IHU Culture

Ibn Haldun University attaches great importance to collective wisdom and consultation mechanisms in the continuous development of its administrative and academic processes in response to current problems and needs.

In this regard, IHU's institutional culture places significant importance on organizing topic-based and general consultation workshops and camps in which academics and/or administrative staff come together during each academic term to exchange ideas, as well as conducting various surveys to regularly collect feedback and take the necessary actions based on this feedback, which is an important component of continuous improvement.

In addition, summer and winter camps and traditional iftar gatherings are regularly organized to strengthen employees' sense of belonging to the institution and increase employee engagement.

Green Campus

Green Campus is a multifaceted project covering issues such as environmental protection, ecology and the protection of the planet, the sustainability of resources, intergenerational justice regarding access to environmental resources, and children's right to education.

Green Campus is an initiative promoted and embraced within the boundaries of the Ibn Haldun University Campus in today's world, where the importance of protecting nature to the greatest extent possible and supporting sustainable resources is increasing day by day.

Within the scope of the Green Campus mission, our University aims to increase the environmental awareness and sensitivity of its administration, staff, and students. One of the project's fundamental objectives is to increase awareness within the university environment as a leading educational institution and, as a natural consequence, to foster awareness that can also be effective and beneficial beyond the University, thereby creating a broad circle of environmental sensitivity.

In this regard, Ibn Haldun University is committed to developing and implementing projects and activities on campus concerning zero waste, sustainable environmental management, and the conservation and management of finite resources.

Chapter 2

Academic Integrity Policies

Academic Misconduct

Cheating

Pursuant to Article 54 of Higher Education Law No. 2547, attempting to cheat in examinations constitutes a disciplinary offense punishable by a reprimand. Cheating or allowing another student to cheat in an examination is punishable by suspension from the University for one semester. Cheating by means of threats, preventing students who have cheated from being removed from the examination room, having another person take an examination on one's behalf, or taking an examination on behalf of another person constitutes a disciplinary offense punishable by suspension from the University for two semesters.

Plagiarism

Pursuant to Article 54 of Higher Education Law No. 2547, committing plagiarism in seminars, theses, or publications, or having such work partially or entirely prepared by others instead of through one's own personal effort and academic knowledge, except for contributions that do not involve academic evaluation such as conducting surveys or collecting data, constitutes a disciplinary offense punishable by suspension from the University for one semester.

Failure to Comply with Applicable Policies, Procedures, and Rules

All disciplinary investigation procedures are carried out in accordance with Article 54 of Higher Education Law No. 2547.

Plagiarism, Cheating, and Disciplinary Offenses in Preparatory Programs

Academic integrity and originality are fundamental principles in all assignments and academic work undertaken by students. Any intentional and unauthorized alteration of academic work or assignments, as well as information theft—using another person's ideas, words, or expressions without proper citation—is strictly prohibited and constitutes an academic offense.

In cases of cheating or attempted cheating in assignments or examinations, or violation of established disciplinary rules, the necessary sanctions shall be imposed by the commission appointed by the Ibn Haldun University School of Languages, in accordance with Article 54 of Higher Education Law No. 2547 and the Implementation Principles of the Ibn Haldun University School of Languages.

Reporting Known or Suspected Violations of the Honor Code

Article 54 of Higher Education Law No. 2547 serves as the fundamental student code of conduct of our University in internal procedures, activities, and practices. In accordance with the obligations and responsibilities imposed on members of higher education institutions regarding the reporting of known or suspected violations, sanctions are prescribed under both the Disciplinary Regulation and the Honor Code.

Accordingly, Article 5 of the Regulation on Student Disciplinary Procedures in Higher Education Institutions lists the following among disciplinary offenses punishable by a reprimand:

"a) Providing incomplete or false information requested by the authorities of the higher education institution; b) disrupting the order of classes, seminars, practical sessions, laboratories, workshops, scientific meetings, and conferences; d) attempting to cheat in examinations."

Article 7 of the same Regulation lists the following among actions punishable by suspension from the higher education institution for one semester:

"e) Cheating or allowing another person to cheat in examinations; f) Committing plagiarism in seminars, theses, and publications."

Among the actions punishable by suspension from the higher education institution for two semesters are:

"d) Cheating by means of threats in examinations, preventing students who have cheated from being removed from the examination room, having another person take an examination on one's behalf, or taking an examination on behalf of another person; g) Gaining an unfair advantage for oneself or another person by accessing the information systems of the higher education institution." (Regulation, Article 7)

Furthermore, Article 10 of the same Regulation stipulates that disciplinary sanctions of the same type shall also be imposed on individuals who commit acts similar in nature and severity to those requiring a warning or reprimand, even if such acts are not explicitly listed among the disciplinary offenses requiring suspension or dismissal from the higher education institution.

Thus, a comprehensive regulatory framework has been established under which violations of the Honor Code and academic misconduct that are not explicitly specified in the Regulation may also be subject to sanctions.

Chapter 3

Contact Information

Contact Information

Communication Channels

Our University uses various communication channels to keep you informed about important announcements, events, and university-wide initiatives. These channels include email newsletters, the University's web pages, official social media accounts, online platforms, and announcement boards on campus.

The "Portal," which is used as the University's internal network, provides information under the Internal Communication Guide regarding the processes followed by administrative units, their extension numbers, and email addresses.

The University's website also provides students with access to the academic staff members' biographies and email addresses.

Requests submitted to the relevant units through the Support Request System are reviewed by the relevant unit representative during working hours and resolved on the same day.

MERH

Chapter 4

Information on Academic Programs

General Information for the Preparatory Program

What Is the Modular System?

The primary objective of the English Preparatory Program offered by the İbn Haldun University School of Languages is to prepare students for academic studies through a communicative approach and encourage them to become active, motivated, and self-directed learners.

When designing the English Preparatory Program, the University adopted a modular system after considering the profiles of our students and the academic requirements of our University. The modular system is preferred because of its flexible structure, which enables it to respond rapidly to changes.

A module consists of systematically structured learning experiences with a defined beginning and end, forming a coherent whole within themselves. The modular approach allows students to progress at their own pace and receive immediate feedback regarding their performance.

The Modular System enables students to achieve the targeted language skills at the end of the modules they attend according to their level groups and contributes to increasing the effectiveness of language education.

According to this system, there are five modules in one academic year. Each module lasts eight weeks.

Levels in Our English Preparatory Program

- Elementary (A)
- Pre-Intermediate (B)
- Intermediate (C)
- Upper-Intermediate (D)
- Pre-Faculty (E)

In order to be considered to have successfully completed a module, students must not have exceeded the attendance limit and must fulfill the requirements specified in the In-Module Assessment Principles determined by the School of Languages.

Students who do not successfully complete the module in which they are enrolled cannot proceed to the next module and must repeat the same module.

In order for a student enrolled in the English Preparatory Program to take the English Proficiency Examination (İYS) administered during and/or at the end of the academic year, the student must

successfully complete every module attended in the English Preparatory Program and must attend and successfully complete the Pre-Faculty module.

Examinations and Scores Accepted for Exemption from the English Preparatory Program

- KPDS/ÜDS/YDS: 90
- TOEFL-IBT: 80
- PTE AKADEMİK: 55
- ITEX: 55
- CATALYST: 55 CPE: C
- CAE: C
- FCE: B

Program Details

Elementary

Students whose English proficiency is determined to be insufficient in the placement examination administered at the beginning of the academic year start at this level. At this level, students are expected to acquire basic English vocabulary and grammar skills, improve their comprehension and listening skills, and develop the structures and basic communication skills they will need in everyday language. To successfully complete this level, students are required to perform successfully in quizzes and examinations, acquire process-oriented and timed writing skills, regularly complete their assignments, and prepare a video project.

Pre-Intermediate

At this level, students develop their reading, writing, listening, and speaking skills and prepare for the transition to academic English. Students acquire skills such as writing paragraphs, giving presentations, participating in discussions, and expressing their ideas. In order to progress to the next level, students must successfully complete classroom assessments, vocabulary quizzes, and assignments.

Intermediate

At the Intermediate level, academic English studies begin. In addition to developing the ability to read and comprehend academic texts and write and analyze academic articles, students are expected to reach a level at which they can prepare presentations for discussion purposes and follow academic classes, seminars, and conferences by taking notes. At this level, students are also expected to search internet resources and academic databases and thereby develop the skills necessary to conduct research for their presentations. Students' achievement is assessed through various assignments, including group discussions, oral presentations, and process-oriented academic writing.

Upper-Intermediate

At the Upper-Intermediate level, the focus is on developing students' academic reading, listening, and writing skills through texts appropriate to their respective fields of study. At this level, students focus on skills rather than following a Main Course book, and classes are conducted around weekly selected themes. Emphasis is placed on skills that students will need in academic settings, such as listening while taking notes, reading and analyzing texts, and writing academic articles. Students are also expected to develop their critical thinking, interpretation, comparison, and synthesis skills by working with texts presenting different perspectives on the same topic. Students' achievement at this level is assessed through portfolios consisting of essays enriched with quotations and references, timed examination essays written in class, and participation in classroom discussions. The results of quizzes, assignments, and midterm examinations, together with instructors' evaluations, also play a determining role in assessment at this level.

Pre-Faculty

At this level, students receive transitional training between the English Preparatory Program and faculty programs. While language skills and proficiency remain a central focus, these skills and competencies are also developed in accordance with students' academic needs. At this level, students also take courses such as Principles of Academic Research, Civilization Studies, and Global Affairs, depending on their fields of study. At the Pre-Faculty level, students are introduced to longer academic texts and continue to develop their analytical thinking and discussion skills in addition to reading, listening, and note-taking. Students are also expected to develop the academic research skills required for selecting, evaluating, and using sources for a major research assignment.

Attendance

Regular attendance at all classes is of great importance for students to achieve the required level of English proficiency. Students in the English Preparatory Program are required to attend at least 90% of classes. Students who fail to meet this requirement cannot proceed to the next module even if they successfully complete their coursework.

Students participating in the optional English Preparatory Program may begin their degree programs in the following academic year.

Use of English in Class

All classes in the English Preparatory Program are conducted in English. The program follows the curriculum of a university whose language of instruction is English; therefore, English is always the language of communication.

Using English outside the classroom as well will help students improve their language skills.

Medical Reports

Students in the English Preparatory Program are expected to attend all classes and are required to participate in examinations and academic activities.

Students who attend less than 90% of classes for any documented or undocumented reason, including illness, disciplinary sanctions, or other compelling circumstances, are considered not to have fulfilled their in-class obligations.

In cases of serious illness, students shall be considered excused upon submission of a medical board report or proof of hospitalization.

Course Materials and Books

The course materials and books used vary by module. Up to the Intermediate level, students use a Main Course book, a book focusing on speaking and listening skills, as well as materials prepared by the Ibn Haldun University School of Languages. From the Upper-Intermediate level onward, students continue with books and materials focused exclusively on language skills.

Assessment and Evaluation

Students' achievement in the English Preparatory Program is assessed through various assessment and evaluation methods. Although there are some differences between modules, the assessment criteria generally consist of process-oriented writing, timed writing, presentations, quizzes, assignments, a midterm examination, and the module exit examination known as the MET, which students must pass at the end of the module.

Examination Appeals

Appeals against examination results must be submitted within three business days following the announcement of the examination results. Appeals submitted after this period are invalid. Appeals must be submitted to the English Preparatory Program Coordinator in the form of a signed petition. At the end of the appeal period, the Assessment and Evaluation Center establishes an Appeals Committee, consisting of instructors teaching the module in which the student is currently enrolled and a member of the Assessment and Evaluation Center.

The student's examination paper is re-evaluated by this committee. The Petition Outcome Form is then signed, and a decision is made within a maximum of five business days as to whether the previously announced examination result will be changed.

Examination Rules

- Students must be present in the examination room 10 minutes before the examination begins.
- Each student must bring the necessary materials, such as a pen and eraser.
- Students who arrive late for the first session of an examination may be admitted to the examination room within the first 15 minutes; however, no additional time will be granted at the end of the examination.
- Students who arrive late for sessions following the first session will not be admitted to the examination room and will not be eligible to take a make-up examination.
- Students are not allowed to leave the examination room during the first 30 minutes of the examination.
- Before the examination begins, students must turn off their phones and leave them on the invigilator's desk.
- Before the examination begins, students must ensure that there are no course materials above or underneath their desks.
- Students who attempt to cheat will have their examination papers marked by the invigilator, and the necessary disciplinary procedures will be initiated.
- The examination invigilator has the right to change students' seating arrangements.

Contact

Address: Ibn Haldun University
Başakşehir Campus, School of Languages Building

Telephone: 0 212 692 0212 - 2510

E-mail: prep.english@ihu.edu.tr

Web: sl.ihu.edu.tr

Instagram: @ihu_prep_english

Arabic Preparatory Program

Every student enrolled in an undergraduate program at Ibn Haldun University has the right to participate in the Arabic Preparatory Program. Students who have completed the English Preparatory Program under the School of Languages or obtained the required score in the examinations taken for exemption may apply to the one-year Arabic Preparatory Program by completing the Optional Preparatory Program form. Like the English Preparatory Program, Arabic Preparatory education follows a modular system, with a total of five modules per year.

Students who successfully complete all five modules reach the B2 level at the end of the academic year. Successful preparatory students who meet certain requirements are given the opportunity to receive Arabic language education abroad. Another advantage of the modular system is that it provides students with the opportunity to proceed

to undergraduate education after completing the modules corresponding to the compulsory courses they are required to take. Once students complete the modules required in the preparatory program, their exemption decisions are communicated to their faculties.

The maximum permitted absence for each module in the preparatory program is 12 hours. Students may submit a maximum of two medical reports per module, and reports must be submitted to the administration within two days of being issued. If a student is absent for any reason related to University events, the absence is counted as an absence and the excuse is not accepted. The maximum number of unsuccessful attempts per year is two. Students who fail after this point lose their right to attend the Arabic Preparatory Program free of charge at the University. Students who do not participate in the Arabic Preparatory Program may complete the Arabic courses required under the multilingualism policy by taking courses coded ARA offered throughout their undergraduate education.

For the five-hour ARA-coded courses offered at the faculties, the maximum permitted absence per semester is 14 hours. Students may submit two medical reports per semester, and the report must be submitted to the administration within two days. After reviewing the report, the administration informs the instructor teaching the course. If a student is absent for any reason related to University events, the absence is counted as an absence and the excuse is not accepted. Students who already possess Arabic proficiency may obtain exemption from Arabic courses by taking the exemption examinations administered twice a year at the beginning of each semester or by obtaining a minimum score of 50 on the YDS or YÖKDİL examinations.

Students who are exempt from Arabic courses or who have completed their compulsory courses can continue to develop their language skills throughout their undergraduate education through Elective Cultural Arabic Courses and speaking club activities.

Contact

Adres: Ibn Haldun University Başakşehir Campus, School of Languages Building

Telephone: 0 212 692 0212 - 2511

E-mail: arabic@ihu.edu.tr

Web: sl.ihu.edu.tr
Instagram: @ihuarabic

Turkish Preparatory Program

The Turkish Unit's academic staff conduct not only the preparatory program but also credit-bearing and non-credit Turkish courses at undergraduate and graduate levels, Turkish courses for instructors of other foreign languages, Turkish courses within the IHU Summer School Language Program, and Turkish courses open to individuals outside the University.

In line with the University's "three-language learning" policy, compulsory and elective Turkish Preparatory education is provided to international students, who constitute 35% of all students.

The compulsory and elective Turkish preparatory programs consist of five separate levels—A1, A2, B1, B2, and C1—adapted to the CEFR criteria, with each level lasting seven weeks. In addition to

language education, preparatory classes also include activities designed to help students develop general academic competencies and support their transition to academic life.

Beginning at the B1 level, students receive academic reading and writing instruction to prepare them for their regular academic terms. As with the other preparatory programs of the School of Languages, the Turkish Preparatory Program also follows a modular system. Each module consists of seven weeks of instruction, followed by examinations in the eighth week.

The Turkish Unit also offers TUR-coded courses to undergraduate and graduate students in addition to the preparatory program. TUR 301/302/303/304 are compulsory courses for undergraduate students who have not completed the Turkish Preparatory Program at IHU. TUR 501/502 courses are designed to meet the needs of master's and doctoral students at IHU. The Unit also offers elective Turkish courses for students who have completed their compulsory courses, aiming to help students maintain and further develop their language skills. All students who wish to enroll in the preparatory program or obtain exemption are required to take the Proficiency and Placement Examinations. The Turkish Proficiency Examination, administered two or three times a year depending on the student admission process, is a comprehensive assessment designed to evaluate students' ability to use Turkish effectively and efficiently in various contexts. Placement examinations are administered to determine the level at which students will take the Turkish language courses they are required to complete under the Multilingualism Policy: TUR 301/302/303/304 for undergraduate students and TUR 501/502/503/504 for graduate students. The test section, which provides an overall assessment, together with writing and speaking components, is used to measure students' language skills.

Contact

Address: Ibn Haldun University Başakşehir Campus, School of Languages Building

Telephone: 0 212 692 0212 - 2555

Institutional Telephone: +90 539 553 21 42

E-mail: ihutomer@ihu.edu.tr

Web: sl.ihu.edu.tr

Instagram: @ihutomer

World Languages

Languages around the world are important elements reflecting humanity's cultural diversity and richness. Each language represents a unique way of thinking, historical background, and social structure. Learning a new language not only provides individuals with a new means of communication, but also helps them understand different cultures and develop the ability to think globally, while enabling them to better understand the history, values, and way of life of the society in which that language is spoken. In this context, when the values of Ibn Haldun University are examined, it can be seen that Multilingual Education is one of these values. Students continuing their education at our University have the opportunity to learn the following world languages as part of the University's multilingualism policy:

- German
- French
- Spanish
- Persian
- Armenian
- Hebrew
- Japanese
- Chinese
- Korean
- Kurdish

Contact

Address: Ibn Haldun University Başakşehir Campus, School of Languages Building

Telephone: 0 212 692 0212 - 2512

E-mail: dillerokulu@ihu.edu.tr

Web: sl.ihu.edu.tr

General Information for Undergraduate Programs

The duration of undergraduate programs is four years, excluding the preparatory program. Except for the foreign language preparatory class, students must complete undergraduate programs with a standard duration of four years within a maximum period of seven years, regardless of whether they register for courses in each semester, starting from the semester in which the courses belonging to their registered program are offered.

Students who complete 60 ECTS credits from the courses included in their curriculum are classified as second-year students; those who complete 120 ECTS credits are classified as third-year students; and those who complete 180 ECTS credits are classified as fourth-year students.

Students who complete all courses in their curriculum and 240 ECTS credits, achieve at least B2 level in Turkish, English, and Arabic, and have a GPA above 2.00 become eligible for graduation. Tuition fees are determined annually by the Board of Trustees and published on the University's website. For students admitted through the YKS with a full scholarship, tuition fee exemption continues

for 1+1 years in the English Preparatory Program and 4+1 years in the undergraduate program.

Cash payments provided as part of scholarships are non-refundable and, provided that the student is enrolled in and attends courses and has not received a disciplinary penalty, continue uninterrupted for nine months per year: 1+1 years in the English Preparatory Program and 4 years in the undergraduate program.

These periods are extended by two additional semesters for students enrolled in a double major program and by one additional semester for students enrolled in a minor program. Married undergraduate students who receive a cash scholarship and have no outstanding dormitory debts receive cash scholarship payments for 12 months of the academic year. There is no loss of scholarship due to academic failure within the specified periods. Students who complete their total scholarship period become fee-paying students.

Our students are required to complete the university common courses included in their curriculum during the relevant semester. For detailed information regarding university common courses, students may contact the Common Courses Coordination Office. Students' curricula include compulsory and elective course categories. Students enrolled in English-medium undergraduate programs at our University may take a maximum of four courses in Turkish, subject to a decision of the Faculty Executive Board.

General Information for Graduate Programs

Our graduate education programs play a leading role in fulfilling the University's mission of "educating researchers who are open to all sources of knowledge and prioritize contributing to humanity." Comprehensive scholarship opportunities are provided to graduate students through the Teaching Assistantship and Research Assistantship Programs. Our graduate students are trained as expert researchers and academics. Our scholarship students work together with their academic advisors in the relevant programs and report their activities on a monthly basis.

Scholarship students enrolled in our graduate programs may review the Graduate Scholarship Directive for information on scholarship requirements. The standard duration of non-thesis master's programs is 2 semesters, with a maximum duration of 3 semesters; the standard duration of thesis master's programs is 4 semesters, with a maximum duration of 6 semesters; doctoral programs entered with a master's degree have a standard duration of 8 semesters, with a maximum duration of 12 semesters; and doctoral programs entered with a bachelor's degree (integrated doctoral programs) have a standard duration of 10 semesters, with a maximum duration of 14 semesters. The titles and degrees awarded, program learning outcomes, and graduation requirements (ECTS, Multilingualism, GPA) are published on the National Qualifications Framework for Higher Education in Turkey (NQF-HETR) information package page.

Detailed information regarding the NQF-HETR can be accessed through the relevant website. Tuition fees are determined annually by the Board of Trustees and published on the University's website. Tuition fee exemption or discount periods are 3 semesters for non-thesis master's programs, 4 semesters for thesis master's programs, 10 semesters for doctoral programs entered with a bachelor's degree (integrated doctorate), and 8 semesters for doctoral programs entered with a master's degree.

Non-thesis master's programs consist of coursework and a graduation project; thesis master's programs consist of coursework and a thesis; and doctoral programs consist of coursework, a qualifying examination, a dissertation proposal, and dissertation monitoring stages.

At the end of the thesis work in thesis master's and doctoral programs, a thesis defense is conducted. Students' curricula include compulsory and elective course categories, and students must complete all courses included in their curriculum in order to graduate.

In graduate programs whose language of instruction is English, with the exception of Turkish courses included in the History and Turkish Studies graduate programs, students may take a maximum of two Turkish courses in master's and doctoral programs, subject to a decision of the relevant Executive Board.

In doctoral programs entered with a bachelor's degree, students may take a maximum of four Turkish courses. Except for certain graduate programs, achieving a specified level of proficiency in English, Turkish, and Arabic (or another language other than Arabic) is a graduation requirement in all programs.

Students may fulfill language-related graduation requirements either by attending a preparatory program before beginning their program or by successfully completing language courses during their program.

Students who document, through the results of examinations recognized by the University, that they possess the required level of language proficiency are also considered to have fulfilled the graduation requirement. The required language proficiency level is determined by the relevant

Department Chair. Detailed information about the Multilingualism Principles can be accessed through the relevant web page.

During their thesis studies, students are required, with the approval of their thesis advisor, to complete at least one of the following activities related to their thesis: make a presentation or deliver a paper at the Graduate Studies Conference organized by the University or at a scientific meeting organized within or outside the University; publish or have accepted for publication an article in a peer-reviewed journal under the affiliation of Ibn Haldun University; or publish or have accepted for publication a book or book chapter.

The student must document this achievement and submit the relevant document to the Institute Directorate.

An article published or accepted for publication in a peer-reviewed journal as part of a master's thesis cannot be used to fulfill the publication requirement for a doctoral degree.

Before the thesis defense, doctoral students who have completed their doctoral thesis must submit, together with their thesis, at least one article produced solely or jointly with other researchers using the University's name/affiliation and either published in, accepted for publication in, or received a revise and resubmit decision from a journal indexed by Web of Science, or published in or accepted for publication in a journal indexed by an international field index recognized by the relevant Institute Executive Board.

Suspension of Registration

Procedures regarding suspension of registration are carried out in accordance with Article 34 of the Undergraduate Regulation and the procedures specified in Article 22 of the Graduate Education Regulation.

Students who wish to suspend their registration must complete the "Leave of Absence Request Form" available under the Digital Forms section. Undergraduate students must apply to their Department Chair, while graduate students must apply to their respective Department Chairs. For courses for which students are granted leave during a semester, the grade is indicated as LA on the transcript. Requests for leave must be submitted by the last business day of the fourth week following the start of classes.

Except in cases of compelling circumstances, applications submitted after this deadline will not be accepted. Students on leave may not participate in educational activities or examinations and may not benefit from scholarships provided by the University. In accordance with the regulations, 5% of the annual program fee is charged for each semester during which a student is granted leave. No fee is charged to students granted leave when certain specified circumstances apply.

Withdrawal from the University

Our University carries out student withdrawal procedures for various reasons. Students who wish to withdraw voluntarily must complete the "Exmatriculation Form" available under Digital Forms and submit it to the department/program secretariat. The student's enrollment with the University is terminated in accordance with the decision of the relevant Faculty/Institute Executive Board. Students who exceed the maximum period of study, fail the preparatory program, are admitted conditionally to a graduate program but fail to complete their registration documents, or otherwise fall within the applicable withdrawal conditions may have their enrollment terminated by a decision of the University/Faculty/Institute Executive Board without waiting for the completion of the process. If students whose enrollment has been terminated have any University property or materials assigned to them, they must return them to the University.

Otherwise, legal proceedings will be initiated. Procedures concerning tuition fees for students wishing to withdraw are carried out in accordance with the relevant provisions of the regulations. Courses selected by students who cancel their registration during the relevant semester are indicated with the grade CW.

Course Withdrawal

Students who wish to drop a course after the add/drop period may do so through the course withdrawal procedure. Undergraduate students may withdraw from courses starting from their third semester, while there is no such restriction for graduate students. With the approval of their academic advisors, students may withdraw from a maximum total of six courses for undergraduate programs and three courses for graduate programs by the deadline specified in the academic calendar as the "Last Day to Apply for Course Withdrawal."

A withdrawn course is not included in the GPA calculation but is indicated with a W grade on the transcript.

Through the Portal system, students can access the Ibn Haldun University Undergraduate Education and Examination Regulation and the Graduate Education and Teaching Regulation, review the criteria for course withdrawal, and access the "Withdrawal Form" under the Digital Forms section.

Chapter 5

Academic Policies and Campus Resources

Academic Calendar

Education and instruction at our University are conducted on a semester basis. Each academic year consists of two semesters, each lasting at least fourteen weeks. Final examinations are not included in these periods. The duration and dates of all registration, course, examination, and similar academic activities during the academic year are regulated by the academic calendar. Therefore, it is important to follow the dates specified in the academic calendar published on our website. You may visit the University's website to access our academic calendar.

Academic Advising

In undergraduate programs, a full-time faculty member or instructor is appointed as an academic advisor for each student by the relevant dean's office or department chair. The academic advisor monitors the student throughout their education, provides information and guidance regarding undergraduate education, relevant regulations, and graduation requirements.

Course registration, course add/drop, and course withdrawal procedures are carried out with the approval of the academic advisor. The opinion of the academic advisor is requested for written applications submitted by students to the relevant department concerning academic matters. The opinions of the academic advisor and department chair may also be requested for student petitions placed on the agenda for consideration by the authorized faculty committees.

In graduate programs, academic advising is carried out by the head of the relevant department or the program coordinator/chair until a thesis advisor is appointed. The academic advisor is responsible for monitoring the student's academic development and providing guidance on course registration, course addition, and course withdrawal procedures. The academic advisor determines the courses that the student may take in each semester in accordance with the relevant regulations and the curriculum of the relevant master's program.

In non-thesis master's programs, the relevant department chair appoints, no later than the end of the first semester, a faculty member or a doctoral-degree holder meeting the qualifications determined by the Senate to advise each student on course selection and the implementation of the graduation project. Until a project advisor is appointed, the head of the relevant department or the program coordinator/chair carries out the advising duties.

In thesis-based master's programs, the relevant department chair recommends a thesis advisor who is a member of the University's academic staff for each student to the relevant institute no later than the end of the first semester. The thesis advisor is finalized upon approval by the Institute Administrative Board.

In doctoral programs, the relevant department chair recommends a thesis advisor who is a member of the University's academic staff for each student to the relevant institute. The thesis advisor is finalized upon approval by the Institute Administrative Board.

Class Attendance

Students enrolled in preparatory programs are required to attend at least 90% of classes and practical sessions in each module. In cases where the attendance limit is exceeded, medical reports may cover no more than 10% of the total duration of each module. Students who fail to fulfill this requirement are considered unsuccessful and must repeat the relevant program. Detailed information is available through the English Preparatory Program Education, Instruction and Examination Directive in the School of Foreign Languages section of IHU Portal.

Students enrolled in undergraduate programs are required to attend at least 80% of the courses, practical sessions, and laboratories in which they are registered, starting from the beginning of the academic year, and to participate in all assessment and evaluation activities conducted during the semester as well as other activities announced by the instructor through the course monitoring form. Medical reports submitted by students who are unable to participate in relevant activities due to health problems are evaluated by the course instructor. Detailed information is available through the Undergraduate Education, Instruction and Examination Regulations in IHU Portal.

Participation in courses, practical sessions, seminars, midterm and final examinations, and similar activities is compulsory in graduate programs. Attendance is recorded by the relevant instructor. Students who fail to attend 30% of courses and in-semester activities without a valid excuse are considered unsuccessful with an IA grade. Detailed information is available through the Graduate Education and Instruction Regulations in IHU Portal.

Audit Courses

Students enrolled in graduate programs may attend courses as auditors. Students must submit their requests regarding this matter to the relevant department chair in the form of a petition. Applications approved by the department chair are submitted to the Institute Executive Board (EYK), and the student's course registration is completed based on the decision of the EYK.

The student receives an "AU" grade for the relevant course. This grade is not included in the grade point average and does not count toward the student's credit load.

Graduation Requirements

To graduate from an undergraduate program, students must have a cumulative GPA of at least 2.00, successfully complete all courses included in their curriculum, fulfill any internship requirements, complete at least 240 ECTS credits, and achieve at least a B2 level in Turkish and Arabic within the scope of the University's multilingualism policy. Students can access their curricula through the relevant department/program pages.

For graduation from a Double Major Program, students must fulfill the graduation requirements of their major program as well as complete the Double Major curriculum.

For a Minor Program, students must fulfill the graduation requirements of their own program and complete the courses included in the Minor curriculum in order to graduate from the Minor Program.

Students graduating from undergraduate programs are awarded Honor, High Honor, and Department Valedictorian certificates based on their academic performance. Within the scope of the Honor Program, students who successfully complete the courses in the first and second levels are awarded certificates according to their respective levels.

Students enrolled in graduate programs must complete the courses included in their curriculum and fulfill the specified course-load requirements in order to graduate. Students can access their curricula through the relevant department/program pages. To graduate from graduate programs, students must fulfill the course-load, multilingualism, and graduation requirements specified in the Graduate Education and Instruction Regulations within the maximum period of study.

Students enrolled in non-thesis master's programs are required to have a cumulative GPA of at least 2.50 to graduate. Students enrolled in thesis-based master's and doctoral programs must have a cumulative GPA of at least 3.00 to graduate.

Dormitories

Ibn Haldun University Campus includes separate dormitories for female and male students, which have a total capacity of 736 students, consisting of 354 female and 382 male students.

A wide range of facilities have been provided to ensure students' comfort in both the rooms and the dormitory buildings in general. All dormitory rooms accommodate three students, except for seven rooms in the female dormitory, which are designed for two students. All rooms have private bathrooms and mini refrigerators.

The dormitory buildings include dedicated study areas, lounges, social and cultural activity areas, and a library, as well as aerobics rooms for female students, fitness rooms for male students, and hobby kitchens. A football field, basketball court, and tennis court located adjacent to the dormitory buildings are also available for students' use.

Various workshops can also be organized in the dormitories in line with students' interests and requests, along with social and cultural activities.

Students wishing to register for the dormitories must accept the dormitory terms and conditions. To benefit from the dormitory facilities, students must register for and attend their courses each semester. Students who lose their dormitory eligibility due to absenteeism cannot register for the dormitories in subsequent semesters.

Health Insurance

According to Ibn Haldun University policy, all enrolled students must have comprehensive health insurance coverage to protect them against unexpected accidents and illnesses. Students are required either to purchase the University's student health insurance or to complete a waiver form demonstrating that they have health insurance coverage comparable to the University's plan.

For students studying at the Ibn Haldun University Campus, the insurance plan must be provided through the state insurance system (SGK) as offered by the University. Exchange students may waive the University's insurance plan if they already have comparable insurance coverage or, as EU citizens, are registered with the national health service of their EU country.

For health insurance to be approved, all active students must have obtained a Student Residence Permit. Students may visit the University website for detailed information.

Course Registration Procedures

Course registration and course add/drop procedures take place within the dates specified in the academic calendar each semester. Students complete their course registration through the Student Information System (OBS). Instructional videos prepared for students and academics on the use of OBS are available in IHU Portal under the heading "Using OBS."

Before the course registration period, students select the courses offered in the relevant semester from the course schedule announced on the University's Student Affairs website and submit their selections to their academic advisors for approval. Once the academic advisor approves the registration, the student's course registration is finalized.

Students must communicate with their academic advisors regarding their curricula, the courses they are required to take, and which courses they should select in each semester.

If there is a conflict between courses that must be taken in the major program, students may register for the conflicting courses through the "Registration Form for Overlapping Courses" available under Digital Forms, provided that the relevant course instructors give their approval.

For courses that conflict between the major program and Double Major/Minor programs, students may register through the "Registration Form for Overlapping Courses for Double Major/Minor Students", provided that the relevant course instructors approve the request.

The maximum ECTS and credit load that students may take based on their cumulative GPA is determined within the framework specified in the relevant regulations. Students who wish to take additional courses must submit a petition to the relevant Department / Graduate Department Chair.

Beginning with the third semester, undergraduate students may take up to 6 additional ECTS credits beyond their normal course load if their GPA is between 2.00 and 3.00, subject to academic advisor approval. Students with a GPA above 3.00 may take up to 12 additional ECTS credits.

Including courses taken within Double Major and/or Minor programs, the total credit load that students may take from all programs in which they are enrolled in a semester may not exceed 42 ECTS credits.

Undergraduate students whose GPA falls below 2.00 at the end of any semester are considered students on academic probation. Students on academic probation may not take courses exceeding the normal credit load.

If students fail to meet the course-load requirements specified in their curriculum for the relevant semester, either cumulatively or on a semester basis, their cash scholarship is suspended. In graduate programs, students are required to register for thesis and project courses in the relevant semesters.

International Undergraduate and Graduate Student Registration Procedures

Our University has a multicultural structure. For undergraduate and graduate registration procedures, students may consult our website. For detailed information, international students may contact internationalstudents@ihu.edu.tr.

The Directorate of International Relations is always available as a welcoming point of contact for international students to share their concerns and receive guidance.

Exchange Programs

Our University conducts research, study, and internship exchange programs with universities around the world under bilateral agreements.

For more information about bilateral agreements, students may visit our website. Erasmus+ exchange programs are also carried out with great care at our University.

Our University conducts Erasmus study and internship programs with partner institutions, organizes student information seminars every year, and publishes application announcements. Students who meet the application criteria and are selected within the available quotas receive financial support through grants provided by the European Commission via the National Agency.

For selection criteria and other details, students may consult our website. After gaining study or internship experience in a European country, our students share their experiences, thoughts, and feelings on our website.

The Orhun Exchange Program, on the other hand, is a student and staff exchange program aimed at promoting academic integration among universities within the Organization of Turkic States.

Barrier-Free Campus

Ibn Haldun University adopts an accessibility-conscious approach and strives to provide the necessary facilities to meet the needs of students and staff. All campus buildings at Ibn Haldun University Campus have been designed to facilitate barrier-free access, with the aim of creating an environment where every individual can realize their potential to express themselves and succeed.

All road and sidewalk intersections have been leveled to facilitate access for individuals with disabilities, and guidance systems have been implemented for individuals with visual impairments. Physical barriers have been minimized through facilities such as ramps, elevators, wide corridors, and low thresholds.

Double Major, Minor, and Honor Programs

Double Major Program (ÇAP)

A Double Major Program may be established between undergraduate programs offered within the same higher education institution upon the approval of the Senate, based on the recommendations of the relevant departments and faculty/school boards.

Students who enroll in a Double Major Program and fulfill all requirements of the program within the prescribed period are awarded a separate diploma for the second major program.

Applications to the Double Major Program may be submitted at the beginning of the 3rd, 4th, and 5th semesters of the student's major diploma program.

Students who rank within the top 20% of their class in terms of academic achievement and have a GPA of at least 2.72 out of 4.00 (at least 70 out of 100) may apply for the Double Major Program.

A student who has a GPA of at least 2.72 out of 4.00 in their major diploma program but does not rank within the top 20% of their class may also apply, provided that they have the base score of the Double Major program from the year in which they were admitted to the University.

In addition, applicants must have successfully completed all courses they have taken up to the relevant semester.

The relevant administrative boards may establish additional criteria, provided that these criteria are not less stringent than the requirements stated above.

A student may not be enrolled in more than one Double Major Program at the same time. However, a student may simultaneously enroll in one Double Major Program and one Minor Program.

For applications to the Law and Guidance and Psychological Counseling Programs, the ÖSYS/YKS ranking requirement of the relevant year applies.

Applications for Double Major Programs at our University are accepted online during the fall and spring semesters of the relevant academic year. Application requirements and quotas are published on the University website.

Minor Program (YAP)

Higher education institutions may establish Minor Programs by determining their principles and application requirements upon the proposal of the relevant administrative boards and approval by their senates.

Students who complete a Minor Program are issued only a certificate of achievement (Minor

Certificate) in the field in which they received education. These certificates do not replace a diploma.

Students may apply for a Minor Program at the beginning of the 3rd, 4th, 5th, and 6th semesters of their major diploma program.

Students with a GPA of at least 2.50 out of 4.00 who have successfully completed all credit-bearing courses taken up to the semester in which they apply may apply for a Minor Program.

The relevant administrative boards may establish additional criteria, provided that these criteria are not less stringent than the requirements stated above.

A student may be enrolled in a maximum of two Minor Programs at the same time.

Applications for Minor Programs at our University are accepted online during the fall and spring semesters of the relevant academic year. Application requirements and quotas are published on the University website.

Honor Program

Students who successfully complete the courses in their own curriculum, four Classical Arabic courses included in the Honor Program course pool, and eight elective courses during their undergraduate education are awarded an Honor Program Certificate.

The Honor Program is designed as a two-level program. Students who successfully complete the required Classical Arabic courses and two elective courses are entitled to receive the Level 1 Honor Program Certificate.

Applications for the Honor Program at our University are accepted online during the fall and spring semesters of the relevant academic year. Application requirements are published on the University website.

Scholarships

Undergraduate Scholarships

Various scholarship opportunities are provided to undergraduate students upon admission to our University. Scholarships are granted in accordance with the University's Undergraduate Scholarship Directive.

Depending on students' preference rankings, YKS scores, and their nationwide ranking in Türkiye, one of the following scholarships or tuition discounts may be granted as determined by the Board of Trustees and announced under the special conditions applicable to the relevant year on the University website.

Students who wish to benefit from the dormitory facilities provided by the University are charged dormitory fees on a monthly basis. Students wishing to register for a dormitory must accept the terms and conditions of the University's dormitories or those of institutions with which the University has an agreement.

As our institution operates in cooperation with Kuveyt Türk Participation Bank, scholarship payments are made to the relevant bank accounts. Therefore, students registering at our University are required to open a Kuveyt Türk bank account and submit their IBAN information to the Directorate of Student Affairs.

The opportunity for full or partial tuition fee exemption continues for 1+1 academic years in the Preparatory Program and 4+1 academic years in undergraduate programs.

Cash scholarship payments are non-refundable. Provided that students register for courses, fulfill their attendance requirements, and do not receive disciplinary sanctions, cash scholarships continue uninterrupted for nine months per year for 1+1 academic years in the Preparatory Program and four years in undergraduate programs.

For students enrolled in a Double Major Program, these periods are extended by an additional two semesters, while for students enrolled in a Minor Program, they are extended by one additional semester.

There is no scholarship loss due to academic failure within the specified periods.

Married undergraduate students who receive cash scholarships and have no outstanding dormitory debt receive cash scholarship payments for 12 months of the academic year.

Students who complete the total scholarship period are converted to fee-paying student status.

Cash scholarships are deposited into students' accounts no later than the 15th of each month or on the first business day thereafter and are suspended in the following circumstances:

- If the student fails to meet the ECTS requirement specified for the relevant semester in the curriculum or fails to meet the cumulative ECTS requirement applicable to the relevant semester,
- If the student fails a course due to absenteeism,
- If the student receives a disciplinary sanction,
- If the student is absent from any module in the Preparatory Program.

Students whose scholarships are suspended due to insufficient ECTS credits are required to repay the scholarship payments received for previous months of the relevant semester.

For students who are approved by the relevant

Faculty Administrative Board (FYK) to participate in an Erasmus exchange program abroad for study or internship purposes, cash scholarship payments continue during the relevant semester.

Scholarship increases are determined by the decision of the Board of Trustees.

Students must not have outstanding debts to KYK, dormitories, or businesses operating on campus in order to receive their cash scholarships.

Students seeking financial assistance or benefits such as a meal scholarship may apply for the Support Scholarship, which is valid for nine months, through their respective faculties/institutes and departments/programs.

Applications evaluated by the Scholarship Commission are finalized positively or negatively by the University Executive Board (ÜYK).

An academic achievement scholarship is available to students who are admitted to the University through YKS and pay tuition fees, providing a 100% tuition fee exemption for the following academic year based on their academic performance during the normal period of study of the program in which they are enrolled.

For detailed information regarding eligibility for the academic achievement scholarship, students may consult Ibn Haldun University's Undergraduate Scholarship Directive available through IHU Portal.

Graduate Scholarships

Provided they are nominated by the relevant Department Chair and approved by their affiliated institute, graduate students who meet the conditions specified in the Scholarship Directive may be granted one of the following scholarship statuses upon admission: a partial tuition fee discount, full tuition fee exemption, or a cash scholarship.

All scholarship statuses are valid for the normal period of study of the relevant programs: three semesters for non-thesis master's programs, four semesters for thesis-based master's programs, eight semesters for doctoral programs entered with a master's degree, and ten semesters for doctoral programs entered with a bachelor's degree (integrated doctoral programs).

During the normal period of study, cash scholarships are paid for ten months of each academic year, on the 15th of each month or the first business day thereafter. Students receiving cash scholarships are required to undertake either teaching assistance or research assistance duties. Students who waive or fail to perform these duties do not receive cash scholarship payments.

Students serving as teaching assistants (Teaching Fellowship: TF) in University-wide common courses offered under the University Courses Coordination Office (ÜDK) conduct two hours of classes, two hours of discussion sessions, and one hour of course preparation per week.

Cash scholarship payments for married students are made for 12 months per year.

The continuation of all scholarship statuses is subject to the academic achievement requirements specified in the Graduate Scholarship Directive. Scholarship statuses may be increased or decreased in accordance with the provisions of the relevant directive.

Students who wish to benefit from the dormitory facilities provided by the University are charged dormitory fees on a monthly basis. Students wishing to register for a dormitory must accept the conditions of the University's dormitories or those of institutions with which the University has an agreement.

As our institution operates in cooperation with Kuveyt Türk Participation Bank, scholarship payments are made to the relevant bank accounts. Therefore, students registering at our University are required to open a Kuveyt Türk bank account and submit their IBAN information to their affiliated institute.

Students may apply for the Support Scholarship, valid for nine months, through their institutes

and departments for benefits such as scholarship increases and meal scholarships. Applications evaluated by the Scholarship Commission are finalized by the University Executive Board (ÜYK).

Academic Grades

A letter grading system is used to indicate students' level of achievement in courses. Academics may determine score ranges corresponding to letter grades.

For detailed information about the University's grading system, students may consult the undergraduate and graduate regulations. The relevant regulations are available through IHU Portal.

Graduation

A graduation ceremony is held every year at the end of the spring semester for students who have completed their graduation requirements and become eligible for graduation.

The ceremony is held in June, following the spring semester examinations, on the date specified in the academic calendar.

Students included in the lists submitted by the faculties and institutes are admitted to the ceremony.

Students may participate in the graduation ceremony only once. For undergraduate students, only fourth-year students may participate in the ceremony, while graduate students who have submitted their theses may also participate.

Student Cards

Active Student Card

Every student enrolled at Ibn Haldun University is issued a student identification card demonstrating their official enrollment at the University.

The student identification card is used for university entrance and exit procedures, access to cafeteria and library services, facilitating attendance procedures, and similar purposes. Therefore, students are required to carry their cards with them while on University premises.

If the card is lost, students must apply through the Student ID Card Request Form available under Digital Forms and pay the replacement card fee to the Directorate of Financial Affairs.

Following approval by the Directorate of Financial Affairs, a new student card is prepared, and students are notified by e-mail by the Directorate of Student Affairs when their cards are ready for collection.

Alumni Card

All graduates are issued an Alumni Card so that they can enter the campus and benefit from campus facilities after graduation.

Card Issuance Procedure: Alumni cards are printed upon request. Graduates who wish to request an Alumni Card must complete the Alumni Card Request Form available on the Career Center website. Once the card has been printed, graduates are notified by e-mail. Completed alumni cards are delivered by the Career Center Directorate at Office 1.17 in the Student Center.

Card Collection Conditions: If someone other than the graduate will collect the Alumni Card, the graduate must provide the information of the person who will collect the card in advance by e-mailing kariyer@ihu.edu.tr. Alumni cards are delivered against signature.

Card Benefits: The benefits and current privileges offered to Alumni Card holders are regularly published on the University website.

Student Automation Systems

Student Information System

The Student Information System is a system designed to facilitate students' academic lives. Through this system, students can perform various procedures online, including course selection, grade viewing, and communication with their academic advisors.

Since all student notifications and information are provided through the Student Information System and the University-provided e-mail addresses, students are required to use these systems actively.

The Student Information System (OBS) used at our University can be accessed through obs.ihu.edu.tr.

LMS (Canvas)

LMS is the online learning system used for conducting distance education courses.

Students can access course-related information such as assignments, course announcements, discussions, syllabi, course documents, and grades through this system.

The LMS is fully integrated with Zoom and can be accessed through the relevant web address.

PORTAL

Through the Portal system, students can obtain information regarding frequently asked questions, announcements, digital forms, document access, internal communication directories, meal schedules, and shuttle service hours related to various University units.

Support Request System

The Support Request System is a platform through which students can submit requests, suggestions, and complaints concerning the University by selecting the relevant unit. The Support Request System can be accessed at destektalep.ihu.edu.tr.

Academic and administrative staff members of our University use e-mail addresses with the @ ihu domain, while students use addresses with the @stu domain. Students are required to regularly check their @stu e-mail addresses for all announcements and notifications sent by the University.

It is important to use internal communication channels such as e-mail and the Support Request System for problems that may arise, various situations encountered, and suggestions for solutions. Requests, suggestions, and complaints submitted through these channels are carefully evaluated, and the necessary notifications are made following the evaluation process.

Information Systems

E-mail and Cloud Services

An e-mail account is created by the University for every enrolled student. Using their account credentials, students can access their e-mail accounts as well as the wireless network and all other systems related to them, including the Student Information System and library databases. The username and password used for the e-mail account are also used for all other systems.

E-mail accounts are created in the format name.surname@stu.ihu.edu.tr. The username is the first part of the e-mail address, in the format "name.surname." Accounts are automatically created by the system, and no default password is assigned for security reasons. Before the first login, students must create a password using the verification code sent to their mobile phone or personal e-mail address registered in the system via pass.ihu.edu.tr.

Sample account information is as follows:

Full Name: Mehmet YILMAZ
E-mail Address: mehmet.yilmaz@stu.ihu.edu.tr
Username: mehmet.yilmaz

Our University provides its e-mail service through Gmail.

The e-mail account can be accessed through mail.stu.ihu.edu.tr. For detailed information, students may visit https://bt.ihu.edu.tr/en/email-usage.

Microsoft Office365 Hizmeti

Through the cooperation between Ibn Haldun University and Microsoft, students can access and use Office 365 applications from their computers, mobile phones, or web browsers. Microsoft Office 365 applications can be accessed through office.ihu.edu.tr.

Under the University's Microsoft 365 A3 plan, the following services are provided to all students, academics, and staff:

Word, Excel, PowerPoint, OneNote, Outlook (100 GB mailbox), Microsoft Teams, SharePoint, OneDrive (1 TB cloud storage), Microsoft Forms, Microsoft Stream.

Under the agreement, Microsoft 365 desktop applications may be installed on up to five devices per user, including PCs, Macs, and mobile devices.

Wireless Internet Service (Wi-Fi)

Our University provides the IHU and IHU-OGRENCI wireless networks, which are available to all staff and students. Users can connect to these Wi-Fi networks using their usernames and passwords. High-speed internet service is provided across all University campuses under the same rules.

Computer Use and Password Procedures

The University provides laptops to students admitted through YKS preferences.

Students may use these computers throughout their period of study, and the computers will be given to them as a gift after graduation. Since the computers are provided for academic purposes, they may not be transferred to another person or sold before graduation. When you receive your computer, the default login information is as follows:

Username: IHU
Password: 1234

Software Repository

The Department of Information Services at Ibn Haldun University provides students with free access or access under institutional licenses to various software and services in order to support their academic studies.

All software and services can be accessed through bt.ihu.edu.tr/en/software-repository.

Guidance and Psychological Counseling Research and Application Center

Ibn Haldun University aims not only to provide knowledge to its students through its academic tradition and intellectual vision, but also to prepare them for life in the best possible way. Within this framework, we have established a support system to assist students in overcoming the challenges they may encounter from the very first day of their university life. Established in 2017 in line with this mission, Guidance and Psychological Counseling Research and Application Center (REDAM) provides various services to maximize the emotional, social, and academic well-being of İbn Haldun University students.

University life is filled with many new experiences and changes. Receiving professional support is of great importance in managing the challenges and stress that may arise during this process.

At REDAM, we are here to help students adapt to this new life experience and guide them through any challenges they may encounter. Our services are designed to make students' lives easier and make their university experience richer, more fulfilling, and more successful.

REDAM Service Areas

1. Individual Psychological Counseling and Short-Term Therapy

University life may involve various psychological experiences, including stress, anxiety, identity development, family problems, cultural adjustment, and relationship conflicts. Individual sessions conducted by psychologists and psychological counselors at REDAM provide students with a safe and confidential environment in which they can better understand themselves, regulate their emotions, and achieve their developmental goals.

2. Group Counseling and Thematic Support Sessions

Throughout the 2026–2027 academic year, group counseling sessions will be organized around various themes based on students' needs. Topics such as examination anxiety, stress management, cultural adjustment, loneliness and building social connections, sense of belonging, emotional regulation, communication skills, and similar issues will be addressed. By coming together with students who have similar experiences in a safe environment, students can strengthen their emotional resilience, develop healthy coping skills, and gain new perspectives.

3. Psychoeducation and Awareness Programs

Year-round workshops and seminars planned for students will address topics such as self-awareness, stress management, time management, digital balance, examination anxiety, and emotional resilience. These programs will be offered both online and in person and will be structured to encourage individual development.

4. Crisis Intervention and Emergency Psychological Support

Immediate intervention is required in cases of sudden emotional distress, traumatic experiences, or crises. REDAM provides prompt support to students in such situations and, when necessary, facilitates referrals for advanced psychiatric and psychological services.

5. International Student Support Module

This module has been specifically designed to address issues such as cultural adaptation, loneliness, homesickness, academic expectations, and social isolation, particularly to help students from abroad adapt more easily to university life. Appropriate professional support is provided for students requesting counseling services in English.

Ibn Haldun University aims not only to provide knowledge to its students in line with its academic tradition and intellectual vision, but also to prepare them in the best possible way for life, their careers, and social responsibilities. Within this vision, a comprehensive and professional support system has been established to help students overcome the emotional, social, and academic challenges they may encounter throughout their university lives.

Established in 2017 for this purpose, the Guidance and Psychological Counseling Research and Application Center (REDAM) continues its activities with an expanded range of services in the 2025–2026 academic year. REDAM has been structured in accordance with international standards to support students' psychological well-being, facilitate their academic adaptation, and contribute to the development of their individual potential.

REDAM's Mission

The primary mission of REDAM is to support the holistic development of Ibn Haldun University students by enhancing their psychological well-being, social adjustment, and academic efficiency. Empowering students as individuals, making their university experiences meaningful, and helping them cope with challenges in healthy ways are among REDAM's primary priorities.

Why Should You Apply to REDAM?

The academic and personal challenges you may encounter at Ibn Haldun University will contribute to your development not only as a student but also as an individual. However, you are not alone in this process. As the REDAM team, we are ready to provide all the support you need to make your university experience healthier, more balanced, and more fulfilling. Receiving psychological support not only contributes to your academic success but also strengthens your emotional and social well-being, enabling you to face the challenges of university life with greater resilience.

Take the first step toward supporting your psychological well-being.

REDAM provides psychological counseling support for academic, social, and emotional challenges that students may encounter throughout their university life. Students who wish to benefit from individual psychological counseling services may apply through the provided application channel.

Project Support Office

The Project Support Office, operating under the Strategy and Resource Development Department, supports University members in developing project ideas and transforming these ideas into high-quality, feasible projects. The Office provides training, consultancy, and coordination services at every stage, from developing a project idea and identifying an appropriate funding source to application and implementation, budget and reporting processes, and project closure.

Aiming to foster a project culture throughout the University, the Project Support Office encourages academic and administrative staff as well as students to actively participate in research-, youth-, and mobility-oriented project activities. Within this scope, information meetings on national and international funding programs, project writing and management workshops, and training programs on project methodology are organized.

The Office operates through three units:

Project Development Unit

The Project Development Unit conducts activities related to developing project ideas for national and international funding programs, identifying appropriate funding sources, and supporting application processes.

Within this scope, project ideas developed by University members are evaluated, aligned with the objectives and priorities of relevant funding programs, and support is provided during the application preparation process. In addition, information activities on open calls and training sessions aimed at improving project writing and project development competencies are organized.

Project Management Unit

The Project Management Unit provides administrative and financial consultancy to project coordinators and teams during the implementation, monitoring, reporting, and completion processes of externally funded projects that have been awarded support.

The Unit contributes to ensuring that projects are carried out in accordance with the rules of the relevant funding programs and the terms of the contracts. It supports the coordination of project activities, budgets, outputs, and reporting processes, thereby providing institutional support for completing projects within the planned timeframe, scope, and objectives.

Internally Funded Projects Unit

The Internally Funded Projects Unit coordinates the development, implementation, and completion processes of Scientific Research Projects and other internal support programs funded through the University's own resources.

The Unit contributes to the implementation of application and evaluation processes for internal support programs, monitoring projects that are awarded funding, and evaluating project outcomes. It also provides administrative and financial consultancy to project coordinators during the implementation process.

Student Participation in Projects

The Project Support Office supports students in gaining active experience in project development and implementation processes.

Students may submit project ideas they develop individually or as part of a team to the Office. They may be directed to appropriate national and international funding programs and receive consultancy on project writing, application preparation, and revision processes.

With the approval of the project coordinator and provided that the rules of the relevant funding program permit it, students may undertake tasks such as research, data collection, analysis, reporting, event organization, and implementation in externally funded projects.

They may also participate as project coordinators, researchers, scholarship holders, team members, or volunteers in University-funded programs that are open to student participation.

The Project Support Office also supports the planning and coordination of inter-institutional cooperation processes required for national and international projects.

Through these activities, the University aims to enhance the project development competencies of its members, increase the number of high-quality projects, and strengthen Ibn Haldun University's effectiveness within the national and international project ecosystem.

IHU Career System

The IHU Career System is a sharing portal designed to support our students and graduates in achieving their career goals.

Through this system, where internship, employment, and event opportunities are announced, students can obtain information about the activities of the Career Center, log in using their IHU e-mail address (username) and password, keep their information up to date, and actively benefit from available opportunities.

Internship Opportunities

Internships are evaluated under two categories: compulsory internships and voluntary internships. Compulsory internship procedures are carried out by the relevant faculty secretariats.

Voluntary internship procedures are carried out by the Career Center. Voluntary internships may be completed at institutions cooperating with the Career Center, under the National Internship Program (excluding internships specified as compulsory), or at institutions where students apply independently and receive acceptance. Within the scope of this process conducted by the Career Center, the University covers occupational accident and occupational disease insurance for students who meet the requirements specified in the relevant directive.

Internship Process

Students who wish to apply for a voluntary internship must first obtain acceptance from the institution where they will undertake the internship.

The student must notify the Career Center of the internship acceptance via kariyer@ihu.edu.tr. In addition, the institution where the internship will take place must send an institutional e-mail to kariyer@ihu.edu.tr containing the student's full name and the internship start and end dates.

If the student will undertake the internship within the scope of the National Internship Program, they must confirm the internship start and end dates with the relevant institution and inform the Career Center of the updated information.

All notifications and documents related to the internship process must reach the Career Center at least 10 business days before the internship start date. After the application reaches the Career Center, the process is evaluated according to the criteria specified in the Ibn Haldun University Voluntary Internship Directive. If the application is deemed appropriate, the Intern Information Form is sent to the student. After the form has been completed in full and submitted, the Career Center notifies the Human Resources Department for the student's insurance procedures. Once the insurance registration notification has been prepared, it is shared with the student by the Career Center. Upon completion of the internship, an institutional feedback form and an intern feedback survey are shared with the relevant parties.

Important Matters Under the Voluntary Internship Directive

Voluntary internship applications are evaluated within the scope of the Ibn Haldun University Voluntary Internship Directive, and compliance with the conditions specified in the directive is taken as the basis for each application.

Within the same undergraduate program, a student may benefit from voluntary internship insurance support for a maximum of 75 business days. Students enrolled in a Double Major Program may additionally benefit from voluntary internship insurance support for up to 75 business days for their second undergraduate program.

If a student completes their internship before the date stated in the application or if the internship is canceled, the student must notify the Career Center. In such cases, the insurance termination procedures are carried out.

Students working part-time or as interns at the University cannot have insurance procedures car-

ried out simultaneously on behalf of two different institutions. Therefore, in order for internship insurance to be initiated, the student must have left their position at the University.

For internship offers received by final-year students within the scope of the National Internship Program, the internship must begin and be completed before the student's graduation date for the University to cover the insurance support. Otherwise, internship insurance for students who are candidates for graduation is not covered by the University.

Students may benefit from insurance support for voluntary internships undertaken during different periods of their education at Ibn Haldun University, within the periods specified in the relevant directive. Students are advised to contact the Career Center for detailed information regarding the process.

Students accepted under the National Internship Program are required to confirm their internship start and end dates not only through the Kariyer Kapısı system but also with the relevant institution.

Graduate students are not eligible for voluntary internship insurance support.

Career Counseling Services

The Ibn Haldun University Career Center provides career counseling services under three main categories—general, academic, and professional—in order to contribute to the personal, academic, and professional development of our students and graduates.

General Counseling: These sessions aim to help students and graduates gain a deeper understanding of themselves, explore their areas of interest, and evaluate their strengths and areas for development. Individual support is provided in areas such as recognizing personal resources, establishing meaningful and achievable career goals, and developing a holistic perspective on the career development process.

Academic Career Counseling: This service is intended for students and graduates pursuing academic careers. It addresses topics such as field and program selection, planning domestic and international graduate study applications, strategies for communicating with academics, and researching universities and scholarships. Support is also provided for application-related processes, including CV and academic résumé preparation, statement of purpose writing, requesting references, and interview preparation.

Professional Career Counseling: This service focuses on career goals outside academia. Key areas include job and internship search strategies, sector and position research, identifying the competencies required for a targeted career field, and creating personalized development plans. Support for processes such as CV preparation, cover letter writing, and interview preparation also constitutes an important part of these sessions.

Students and graduates who wish to benefit from career counseling services may request an appointment by sending an e-mail to kariyer@ihu.edu.tr. An individual one-on-one meeting is conducted with the relevant counselor on the scheduled date and time.

Social Areas

Campus Arts and Culture

As a living space that contributes to social interaction and cultural development, our Campus offers a wide range of activities—including educational programs, workshops, conferences, talks, sports activities, and trips—to help our students make productive use of their free time.

Cultural Activities: Students can participate in a variety of cultural events, including the Student Workshop, Şeb-i Arus (Night of Union), the Campus Health Street, Nawruz, and the Spring Festival.

Art Courses: Courses are taught by expert instructors in various disciplines, including violin, guitar, bağlama, painting, illumination (tezhip), and calligraphy.

Handicrafts Workshop: Daily, weekly, or monthly workshops are organized in areas such as decorative woodwork, gel candle making, beaded jewelry making, artistic mosaic, handmade soap, and fabric painting.

Campus Sport: In university life, sports are important not only for maintaining physical and mental well-being but also for social interaction and the development of human values such as love, respect, tolerance, and patience. Our students are provided with opportunities to engage in sports in these areas.

Sports Facilities: Free activities are organized on designated days in our indoor and outdoor sports facilities, including a football field, basketball and volleyball courts, swimming pool, traditional archery area, wrestling area.

IHU Rector's Cup: Individual sports competitions, such as traditional archery, darts, billiards, and table tennis, as well as team competitions in football, volleyball, basketball, and other sports, are organized.

University Teams: Students are given opportunities to participate in national and international competitions in sports disciplines determined by the University, based on their abilities and talents.

Sports Training: Students can participate in training programs led by professional coaches in disciplines such as fitness, pilates, wrestling, traditional archery, and taekwondo, allowing them to develop expertise in these fields.

Sports Center

The Sports Center, whose foundation was laid on October 12, 2020, and which was brought into operation in a short period of time with the support of the Ministry of Youth and Sports of the Republic of Türkiye and the Spor Toto Organization, serves not only university students, academics, and administrative staff but also the local community.

The Sports Center has a total indoor area of 9,560 m² and includes a covered basketball court with a 215-seat spectator stand, an indoor artificial-turf football field, an indoor swimming pool, an indoor tennis court, a wrestling hall, fitness rooms, an archery area, spinning facilities, a sauna, a steam room, and a salt room.

Distinguished from similar facilities particularly by its archery area, spinning facilities, sauna, steam room, and salt room, the Sports Center offers users a unique and enjoyable sporting experience. Its surrounding 11,700 m² landscaped area provides users with opportunities to relax and engage in various activities in a green environment.

In addition, every detail has been carefully considered and implemented, including warm-up and changing rooms, a vitamin bar, café, prayer room, and first-aid room.

Outdoor Sports Courts

Ibn Haldun University has one outdoor football field, one outdoor basketball and volleyball court, and one outdoor tennis court. These facilities are available free of charge to all students, academic staff, and administrative staff between 17:00 and 23:00.

Requests to use these facilities should be submitted to spor@ihu.edu.tr, specifying the requested date and time. If the requested date and time are suitable for use of the facilities, the reservation is confirmed.

Game Rooms

Ibn Haldun University has modern game rooms where students can enjoy their free time and enhance their social interaction. The game rooms include dedicated areas equipped with various games such as billiards, table tennis, foosball, and air hockey. These spaces provide students with an environment where they can relieve stress and enjoy their leisure time.

Hobby Gardens

Ibn Haldun University offers hobby gardens where students and staff can devote time to their personal interests and hobbies while enjoying pleasant moments in close contact with nature. These hobby gardens are located on campus and are allocated to participants on a semester-by-semester basis. University staff and students may apply for a semester-long allocation of a hobby garden through a predetermined application process. The gardens allocated for a semester are designated for personal use and provide participants with a comfortable space in which to pursue their hobbies. A total of 44 hobby gardens on our campus are allocated to academic and administrative staff and students.

Cafeterias and Market

Ibn Haldun University has cafeterias and markets operating on campus to meet the daily needs of students and staff. These facilities are designed to make campus life more comfortable and to meet the various needs of University members.

Hair Salon

Ibn Haldun University provides modern and accessible hairdressing services to meet the personal care needs of students and staff. Located on the ground floor of the Student Center Building, the hair salon is open from 08:00 to 16:00 on weekdays. Operating by appointment, the hair salon provides students and staff with professional services and a comfortable personal care experience.

Parcel Lockers

Pudo parcel lockers are available on the Ibn Haldun University campus to facilitate students' parcel delivery and collection processes. Shipments delivered by contracted courier companies are placed in lockers located on campus. Users can conveniently collect their parcels at any time using the password provided to them. Through this system, students can save time and access their parcels in a secure and practical manner.

Rental and Equipment Assignment Procedures

Media Center

Operating under the Department of Corporate Communications and Promotion, the Media Center primarily meets the educational and practical needs of students in the Faculty of Communication. At the same time, it provides video production, photography, audio recording, equipment, and studio space services to units or individuals across the University who wish to receive services from the Media Center.

Units or individuals who wish to receive program video production, photography, or audio recording services from the Media Center submit their requests to the Media Center in the form of a project, including information such as the purpose, content, and publication platform. If the project is approved, the necessary scheduling is arranged and the production/recording process begins.

Another service provided by the Center is its equipment loan system, through which University units or students may request equipment for use in their own projects.

Units wishing to make a request should indicate the equipment they wish to use on the printed Equipment Request Form, which has not yet been digitized, and submit it to the Center together with the signature of the authorized unit representative. Depending on availability, equipment can then be provided for a specified period.

For equipment requests, the "Studio Equipment Usage" form under the "Corporate Communications Support Request Form" available on the Portal system must first be completed.

For requests deemed appropriate in terms of equipment type, reservation availability, and requested duration, the "Equipment Request Form" available at kit.ihu.edu.tr/en/conditions-for-borrowing-equipment must also be submitted in printed form to the relevant Media Center staff member. Upon completion of these procedures, the requested equipment may be provided for a specified period.

Musical Instruments

As part of the art courses conducted by the Art, Culture and Sports Department (SKS) in cooperation with the Ministry of Youth and Sports of the Republic of Türkiye's Genç Ofis, students may borrow musical instruments temporarily for use throughout the duration of their course. Instruments such as the ney, oud, bağlama, clarinet, flute, and violin—which are among the instruments taught in these courses—may be borrowed through a temporary equipment assignment procedure. Students who are not registered for the relevant art courses may not borrow musical instruments. For equipment assignment procedures, students must apply to the SKS Culture and Arts Unit Offices. There are three fully equipped art workshops in our Student Center Building.

Sports Equipment & Board Games

Students may temporarily borrow sports equipment included in the inventory of the SKS Sports Unit, such as billiard cues and balls, table tennis rackets and balls, and footballs, basketballs, and volleyballs, as well as board games such as chess, mangala, and Taboo. For equipment assignment procedures, students must apply to the SKS Sports Unit office.

Club Equipment

Some student clubs may rent, for a fee, equipment and materials assigned to them as inventory items by SKS to students who request them. Students who wish to rent these materials, for which the respective student clubs are responsible, must apply to the relevant student club. During periods when rental services are active, student clubs announce the service through e-mail, social media, and other communication channels and share the necessary details.

Genç Ofis

Established within our University during the 2022–2023 academic year, Genç Ofis provides students with various social activities, art courses, and technology-based training programs in cooperation with the Ibn Haldun University Art, Culture and Sports Department.

The training and practice facilities within Genç Ofis include a music room, piano room, handicrafts room, meeting room, information technology room, audio and visual technologies room, YouTube Academy, and dubbing studio.

These Genç Ofis facilities provide both educational and practical opportunities through music courses—including ney, violin, guitar, piano, bağlama, rhythm, oud, clarinet, and flute—handicrafts courses—including calligraphy, illumination, painting, wood carving, and leatherwork—IT courses—including software, programming, web design, and similar subjects—as well as YouTube Academy, dubbing studio, and audio and visual technologies training.

Students who wish to benefit from Genç Ofis facilities must register for the training and practical programs announced and opened by the Directorate of Art, Culture and Sports during the academic year.

e-SKS Portal

The e-SKS Portal, developed jointly by the Art, Culture and Sports Department and the Department of Information Services, has been put into use.

Through this portal, student clubs can plan and manage their activities digitally, while students can automatically record the club activities they attend in their Social Transcript by scanning a QR code.

Key Features of e-SKS

Student Club Event Calendar: Students can view all student club events, culture and arts programs, workshops and training sessions, and social responsibility activities on a single platform and easily participate in those that suit their interests.

Student Club Information: Students can access information about the themes of all student clubs, their executive boards, and advisors, and contact clubs that interest them or align with their personal development.

Club Membership Management: Students can easily initiate and manage their student club membership processes digitally.

Event Attendance Tracking and Social Transcript Integration: Documenting participation in student club activities is now easier than ever! By scanning the QR code available at the event venue, students can instantly record their attendance in the system and have it automatically added to their Social Transcript.

Club Event Process Management: Operational processes for club administrators—including event planning, venue reservations, purchasing, and service requests—are now much easier and more accessible. All processes can be managed quickly and efficiently through the e-SKS Portal.

Digital Event Approval Process: Club advisors can approve student club event requests through the e-SKS Portal without signing physical documents and can easily access detailed information about the events.

Environmentally Friendly e-SKS: All processes are managed digitally, eliminating the need for paper and physical signatures.

Important Information

Participation in Club Events: To ensure that participation is reflected in the Social Transcript, students must scan the QR code at the event using their institutional IHU e-mail accounts. Information regarding the event QR code can be obtained from the club representative.

Requesting Club Membership: Students who wish to join a club can visit the relevant club page on the e-SKS Portal and submit a membership request by clicking the "Join" button. Students should contact the club management regarding the membership process.

Student Club Executive Board Information: The titles of students officially serving on the Executive Boards of student clubs, such as Club President, Vice President, Treasurer, and similar positions, are entered by SKS club mentors.

Club administrators are responsible for checking their titles on e-SKS and reporting any errors to the club president.

Student Clubs

Student clubs at Ibn Haldun University are an integral part of campus life. In addition to providing students with a high-quality education, our University supports students' creativity by offering a social environment through student clubs where they can develop themselves. Student clubs are organizations established entirely by our students to develop individual talents, learn to work as a team, meet social and cultural needs, and organize extracurricular activities. Students may join any club of their choice or actively participate in establishing a new club in accordance with the relevant procedures. Student clubs are required to operate in accordance with the Student Activities Directive.

Student Club Rooms

Our University allocates rooms to student clubs in order to support their activities and facilitate the organization of events. These rooms generally serve as dedicated spaces where student clubs can hold meetings, organize activities, and carry out their events. They also function as centers where members can meet, work on projects, store materials, and plan activities.

Within our Student Center Building, each student club has a dedicated room designed for club coordination and activities.

Student Representatives Council

The Student Representatives Council serves as a communication bridge between the University's governing bodies and students in meeting and improving students' educational, health, sports, and cultural needs. The Student Representatives Council is responsible for representing students' departments/institutes in national and international settings; identifying students' views regarding their educational, health, sports, and cultural needs and developing solutions to student problems; and maintaining communication with administrative and academic staff. The Council safeguards student rights and is not affiliated with any political movement.

Online Education

Education and instruction at our University are primarily conducted in person. Within the framework of the relevant YÖK legislation, a certain number of courses may be offered online each semester. The mode of delivery for courses is indicated in the course schedule announced on our website each semester.

Satisfaction Surveys

Ibn Haldun University conducts various activities to measure satisfaction and collect information in different areas. These activities include continuing the administration of existing surveys, determining the implementation techniques and evaluation methods for newly approved surveys, analyzing survey results, and identifying necessary improvements.

In this context, various surveys are administered to internal and external stakeholders either face-to-face or online. The surveys and their implementation processes are briefly described below.

Student Satisfaction Survey

Administered to active students at the end of the academic year, this survey collects feedback on areas such as internal communication, the facilities and services provided by the University, administrative practices, and student engagement.

Graduate Satisfaction Survey

At the end of the academic year, graduates are asked to complete a satisfaction survey evaluating the education they received, including questions regarding skill development and career goals.

Prospective Graduate Satisfaction Survey

This survey is administered before the end of the academic year to students expected to graduate. It collects students' opinions and suggestions before they leave the institution.

Instructor/Course Evaluation Survey

This survey is sent to all undergraduate and graduate students through the Student Information System at the end of each academic semester. Students are asked to complete the survey for all courses they took during that semester. The survey has been revised to also measure innovative learning and teaching methods. Training activities for instructors continue based on the results of this survey.

Employee Satisfaction Survey

This survey is administered to all academic and administrative employees of the University during the Annual Consultation and Evaluation Camps. The survey results are reviewed to identify areas open to improvement, and action plans are developed with the relevant units. Topic-specific satisfaction surveys are also conducted for areas requiring improvement, enabling the development of more detailed improvement plans.

External Stakeholder Satisfaction Survey

Ibn Haldun University develops its improvement plans by taking into account the views of both its internal and external stakeholders. Surveys are sent to the institutions and organizations identified through stakeholder analysis in order to evaluate the relevant year and measure their satisfaction with the University.

Leadership Behavior Evaluation Survey

The Leadership Behavior Evaluation Survey is conducted to evaluate the leadership behaviors of leaders within the University. Based on the survey results, feedback meetings are held with leaders, during which their strengths and areas open to development are discussed.

Supplier Satisfaction Survey

The Supplier Satisfaction Survey and Supplier Performance Evaluation are conducted to identify opportunities for improvement in the University's procurement processes. The Supplier Satisfaction Survey is sent to suppliers by e-mail during the final month of each year. Suppliers are asked questions regarding their satisfaction with working with the University, and their satisfaction is analyzed based on the responses received.

Service Satisfaction Survey

Services received by students and staff are evaluated through topic-specific satisfaction surveys. In addition, QR codes located at the entrances of administrative units allow all University members to quickly and easily rate the services they receive from the relevant unit. The results of these evaluations are actively monitored by the General Secretary.

Summer School

The University's summer school process is conducted under the supervision of the Summer School Coordination Office. A survey regarding the courses that students wish to be offered during the summer school is made available to all students through the Student Information System (OBS) on the date specified in the academic calendar. The survey results are compiled into a report and forwarded to the Summer School Coordination Office and the relevant academic units for evaluation. Students may take courses they have failed during the Summer School. If these courses are not offered during the Summer School, students may

take them at the summer schools of other universities in accordance with the principles determined by the relevant faculty/institute administrative board. Program fees and student scholarships do not cover the summer term. The per-credit fees to be paid by students during the summer term are determined and announced by the Board of Trustees. Detailed information about the Summer School can be found in the Summer School Regulation available in the IHU Portal.

Students who wish to take courses at other universities as special students must obtain approval from their relevant faculty/institute. For students who take and successfully complete courses during the Summer School, the courses are entered into the Student Automation System (OBS) based on the decision submitted by the relevant faculty/institute.

Applications from external students wishing to attend the Summer School at our University are collected by the Summer School Coordination Office within the periods specified in the academic calendar. Applications forwarded to the relevant faculty/institute are submitted to the Student Affairs Department following a decision of the administrative board, and student and course registrations are completed by the Student Affairs Department.

Documents

Students may submit document requests through OBS or the IHU Support Request System. Through OBS, students may request transcripts, disciplinary records, student certificates, and temporary graduation certificates. All other document requests are submitted through the IHU Support Request System.

Student Certificate

This is an official document certifying that a student is registered at Ibn Haldun University. A wet-signed student certificate prepared by the Student Affairs Department is delivered only to the student concerned. An electronically signed student certificate can be obtained through OBS or e-Devlet (e-Government Portal).

Transcript (Academic Record)

This document shows the student's registration status, all courses taken and graded since the date of registration at Ibn Haldun University, and the student's academic standing. A wet-signed transcript prepared by the Student Affairs Department is delivered only to the student concerned. An electronically signed transcript can be obtained through OBS or e-Devlet (e-Government Portal).

Disciplinary Record

This document indicates whether the student has received any disciplinary sanction during their period of study at the University. It is prepared only as a wet-signed document by the Student Affairs Department. It can be requested through the IHU Support System. A wet-signed disciplinary record prepared by the Student Affairs Department is delivered only to the student concerned.

Course Description

Students can access course descriptions through the relevant NQF-HETR Information Packages webpage. For detailed information about course content, students may contact the relevant department/program or head of the academic department.

Temporary Graduation Certificate

A temporary graduation certificate is issued to the student once, until the diploma is prepared. The wet-signed temporary graduation certificate prepared by the Student Affairs Department is delivered only to the student concerned. This document can be requested through the IHU Support System.

Social Transcript

The Social Transcript has been active since the Spring Semester of the 2024–2025 Academic Year. Separate from the academic transcript, it documents the social activities and achievements of students throughout their university education. To have activities recorded on the Social Transcript, students must have the training programs they attended approved by the relevant departments through e-SKS. If they participated in or served in student club activities, they must scan the QR code at the relevant event and submit a request through the portal.

The document can be downloaded through the e-SKS Portal and is delivered to students at the graduation ceremony together with their diploma, academic transcript, and Diploma Supplement.

Diploma

Students who meet the graduation requirements specified in the Ibn Haldun University Undergraduate Education and Examination Regulation or the Ibn Haldun University Graduate Education and Training Regulation are awarded an undergraduate or graduate diploma. Diplomas are prepared as wet-signed documents by the Student Affairs Department.

Diploma Supplement

Undergraduate and graduate students who are entitled to receive a diploma are also provided with

a Diploma Supplement, which serves as a complementary document to the diploma. The Diploma Supplement is issued in English and contains information about the graduate's program and degree. Diploma Supplements are prepared as wet-signed documents by the Directorate of Student Affairs.

Minor Certificate

Students who successfully complete the graduation requirements of the University's minor programs are awarded a Minor Certificate.

Honor and High Honor Certificates

Among students graduating from each faculty or department in the relevant academic year, students with a GPA between 3.50 and 3.79 are awarded an Honor Certificate, while students with a GPA of 3.80 or above are awarded a High Honor Certificate. Alternatively, students who rank within the top 10% of their cohort may receive a High Honor Certificate, while those within the top 30% may receive an Honor Certificate. These documents are presented to students at the graduation ceremony together with their diploma, Diploma Supplement, and transcript.

Department Valedictorian Certificate

A Department Valedictorian Certificate is awarded to undergraduate students who successfully complete their program and rank first in their department based on academic achievement. The certificate is presented to students at the graduation ceremony together with their diploma, Diploma Supplement, and transcript.

Honor Program Certificate

Students who graduate from the University's Honor Program are awarded an Honor Program Certificate. For detailed information regarding documents and certificates, please refer to the relevant provisions of the Ibn Haldun University Undergraduate Education and Examination Regulation and the Ibn Haldun University Graduate Education and Training Regulation.

For detailed information regarding documents and certificates, please also refer to the relevant provisions of the Directive on the Issuance of Diplomas and Other Documents, the Ibn Haldun University Undergraduate Education and Examination Regulation, and the Ibn Haldun University Graduate Education and Training Regulation.

Visa and Residence Procedures

The International Students Office, operating under the International Relations Department, is responsible for visa procedures and residence permit procedures for international students. Working closely with the Presidency of Migration Management, the Office closely follows all documents and procedures related to University students. For details, please visit our website or contact internationalstudents@ihu.edu.tr.

Foreign Language Requirements

The types and scores of foreign language examinations required for admission to the University's programs vary depending on the program and whether it is an undergraduate or graduate program. To help students determine their foreign language proficiency, the School of Languages also administers PTE Academic and Versant examinations. In addition, students may be exempted from language courses at the relevant levels by taking examinations administered by the School of Languages for certain programs, in addition to the relevant central examinations.

Foreign Language Proficiency Examinations Accepted by the University Senate:

For Undergraduate Programs

- YDS/YÖKDİL: 90
- TOEFL-IBT: 80
- PTE AKADEMİK: 55
- CPE: C
- CAE: C
- FCE: B

For Master's Programs

Please refer to the admission requirements for Master's programs.

For Doctoral Programs

Please refer to the admission requirements for Doctoral programs.

Transfer Between Programs

There are three different types of transfer at our University: Internal transfer between programs within the University, Transfer between higher education institutions, Transfer based on the central placement score

Internal Transfer

Students may transfer to equivalent diploma programs within their own faculty or within another faculty of the same university, subject to the quotas determined by the relevant administrative board.

To apply for a transfer between diploma programs, students must have a cumulative GPA of at least 3.00 out of 4.00 for the completed semesters in their current program and must have earned at least 48 ECTS credits by the third semester, 72 ECTS credits by the fourth semester, and 96 ECTS credits by the fifth semester.

Relevant administrative boards may establish additional criteria, provided that they are not less stringent than these requirements.

Transfers may only be made during the third, fourth, and fifth semesters.

For an internal transfer between the University's diploma programs, the student's central placement score in the relevant score type, obtained in the year they took the central examination, must not be lower than the lowest base score of equivalent diploma programs at other higher education institutions in Türkiye.

Transfer Between Higher Education Institutions

Transfers between institutions are carried out between equivalent diploma programs at the same level of higher education institutions and within the quotas published by the Council of Higher Education (YÖK).

For an inter-institutional transfer, students must have a cumulative GPA of at least 76.66 out of 100 (at least 3.00 out of 4.00) for the completed semesters in their current program.

Transfers between institutions are conducted between equivalent diploma programs at the same level, and transfers are possible only into the second and third years.

The tuition fee and scholarship status of an accepted student are determined by the decision of the relevant administrative board and the approval of the Rectorate.

Transfer Based on Central Placement Score

If the student's central placement score in the year of registration is equal to or higher than the base score of the diploma program to which they wish to transfer, the student may apply for transfer, including from the preparatory class.

The application calendar, principles concerning student quotas, and procedures and principles regarding transfers are determined by the Higher Education Executive Board (YÖK).

Applications are evaluated by the relevant boards of higher education institutions in accordance with the established procedures and principles, and transfers are approved accordingly.

If the number of applications exceeds the available quota, candidates are ranked starting with the applicant with the highest ÖSYS score, and the number of candidates corresponding to the quota are accepted.

Provided that the student's central placement score in the year of registration is not lower than the base score of the diploma program to which they wish to transfer, they may apply for transfer to any year of study, including the preparatory class.

For a student transferring to a different program from the one in which they studied, the maximum period of study is calculated by subtracting the year of study in which the student is admitted from the maximum duration of the program.

The tuition fee and scholarship status of an accepted student are determined by the decision of the relevant administrative board and the approval of the Rectorate.

Transfer applications and requirements for graduate programs are handled by the relevant institutes. Application requirements are announced by the institutes during the relevant periods.

Transfer to Turkish-Medium Undergraduate Programs

The maximum period of study for the compulsory preparatory program applied in programs whose language of instruction is partially or entirely in a foreign language is two years.

Students who fail to successfully complete the preparatory program within the maximum period are dismissed from their program.

Upon request, dismissed students may, once only, be placed by ÖSYM into one of the undergraduate programs whose language of instruction is Turkish, provided that their University entrance score in the year of registration is not lower than the base score required for admission to the program into which they will be placed.

Students wishing to apply may review the application dates and application guide published on the ÖSYM website.

During the relevant application period, students may complete the application form, obtain the required signature from the Directorate of Student Affairs, and submit their application to ÖSYM.

For detailed information, please review the University's undergraduate and graduate regulations and the criteria established by ÖSYM.

Library

The IHU Library serves to support users in their educational, instructional, and academic activities.

The Library has a rich collection of various information resources, including books, e-books, jour-

nals, and theses, available in both print and electronic formats with 24/7 access.

Professional librarians with expertise in their respective fields provide users with professional support in research and information services.

With its ergonomic study areas, rich collection, expert librarians, and user-oriented service approach, the IHU Library provides users with comprehensive information services.

By making effective use of the Library's services, you can achieve your goals in your academic research and obtain further information about these services by visiting the Library's website.

Opening Hours

Library opening hours are arranged to ensure uninterrupted access to library services for students, academics, and researchers.

The Library is open from 08:00 to 23:00 on weekdays and from 10:00 to 17:00 on weekends.

The 24/7 study hall located on the ground floor has been designed to provide users with a comfortable study environment.

Opening hours may be adjusted according to needs during examination periods and public holidays. Please visit the Library website for current opening hours and changes during special periods.

Discovery Tool

Keşif Aracı, kütüphanenin sunduğu tüm bilgi kayThe Discovery Tool is a central platform providing 24/7 access to all information resources offered by the Library.

It provides access from a single platform to various information resources, including subscribed databases, open-access databases, the library catalog, and the Institutional Academic Archive.

Through the Discovery Tool, users can access more than one billion reliable information resources.

Artificial Intelligence Assistants

The IHU Library has subscribed to various artificial intelligence-supported tools to support academic research and learning processes.

These tools can be used to facilitate access to information, accelerate literature reviews, and improve the efficiency of academic writing.

ChatGPT: An AI-powered text-generation tool that assists with academic writing and idea development.

Copilot: An AI-powered assistant developed by Microsoft to perform tasks such as text generation, answering questions, content creation, and various generative AI tasks. With its advanced language models and integration with the Microsoft ecosystem, it provides rapid responses to users' questions, increases efficiency in text-based work, and offers effective solutions across different fields.

DeepL Translate: One of the world's most reliable translation tools for academic texts.

Gamma: Facilitates the preparation of presentations and slides with the support of artificial intelligence.

Gemini: An artificial intelligence model developed by Google that offers high performance in text generation, question answering, content creation, summarization, and multimodal tasks involving text, images, and other types of data. Trained on extensive datasets, Gemini provides fast and effective responses to users' questions across different fields and supports research, analysis, and content creation processes.

Grammarly: An AI-powered writing assistant for English spelling, grammar, and style checking.

ArcGIS: A comprehensive Geographic Information System (GIS) software and service suite used for map production, spatial analysis, geographic data visualization, and management.

De Jure: Established to develop artificial intelligence solutions in the field of legal technology. The "De Arama" system developed by De Jure is an AI-powered case-law search engine.

MAXQDA: A comprehensive research software used for qualitative and mixed-methods data analysis.

NotebookLM: Developed by Google, NotebookLM provides AI-supported analysis, summarization, question answering, and content generation based on documents uploaded by users.

For detailed information, user guides, library infographics, and introductory videos, please visit the Library website or contact library@ihu.edu.tr.

LibAI Hub: The LibAI Hub – Center for Library Artificial Intelligence Applications is an innovative center developed by the Ibn Haldun University Library that provides AI-based information services.

LibAI Hub provides a learning and support environment in which librarians offer user training on topics related to academic research processes, including use of the Discovery Tool, off-campus access to resources, research techniques, reference management, plagiarism detection systems, article preparation, use of AI tools, journal selection, and publication strategies.

LibAI Hub is open to all members of IHU. You can benefit from its services and participate in its

activities by making an appointment through the Reservation System.

For detailed information, please visit the Library website and follow the available training sessions and workshops.

Library Guide: The Library Guide is a supporting resource providing detailed information about the steps and procedures involved in using the IHU Library, study areas, facilities, and other library services.

Ethical Principles: Ethical Principles are a fundamental component of the Library's service policy.

The Library adopts these ethical principles and promotes fair and equal access to resources and services.

The Ethical Principles page provides information on topics such as fair use of resources, use of services, compliance with copyright, data privacy, plagiarism, and academic integrity.

It is important for library users to understand and apply these principles.

User Rights: Our Library places importance on protecting user rights and providing the best possible service.

The User Rights page provides detailed information on making the best use of library resources and services, the use of library spaces, data privacy, the right to access information, and other user rights.

Disabled Users Services: These services are provided to facilitate access to library resources for users with special needs.

The relevant page provides detailed information on how users with disabilities can benefit from library services, accessibility measures, assistive technologies, and other support services.

Reservation System: Individual and group study areas have been designed so that users can benefit from the Library comfortably and equitably.

All spaces can be requested and used through the IHU Reservation System via computer or mobile device.

Part-Time Employment

Under this practice, students are provided with opportunities to work in various units of the University, in accordance with their interests and abilities, during their free time outside class hours, for an hourly wage and for no more than 15 hours per week.

Students who wish to work full-time during the summer may also be offered voluntary internship opportunities, subject to available opportunities.

This practice contributes to students' ability to earn income, gain practical skills, and become productive individuals with a strong work ethic.

Units wishing to employ part-time students or student interns publish vacancies on their respective webpages according to their needs, collect and evaluate applications, select the students they will employ, and share the information with the Human Resources. Department.

The subsequent official procedures are carried out by the Human Resources Department.

Detailed information can be found under "Part-Time Student" on the Human Resources webpage.

In addition, all vacancies published by the units are made available in the Announcements section of the Human Resources webpage.

Working Hours

At our University, working hours are from 08:00 to 17:00, five days a week, Monday through Friday.

There is a one-hour lunch break.

Academic and administrative staff can be reached during working hours.

The opening hours of the Library and Sports Center are determined separately from the University's general working hours.

Please refer to the relevant pages for detailed information.

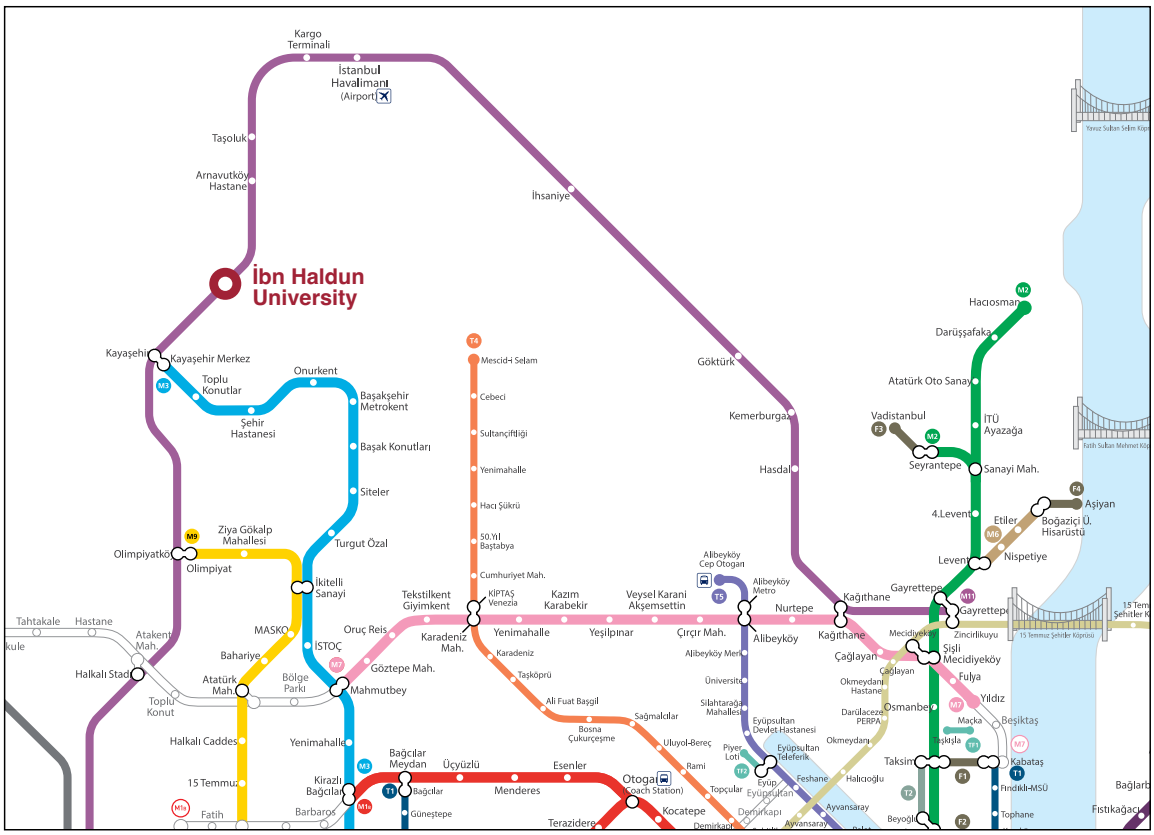
Support Requests - Department of Corporate Communications and Promotion

The support services provided by the Department of Corporate Communications and Promotion—including "Organization," "Design," "Production," "Studio–Media Center," "Social Media," and "Web"—are requested through the relevant forms on the Corporate Communications Request Form page available in the Portal system.

Depending on the workload, requests are responded to within a maximum of three days.

Cahpter 6

Transportation



Municipal bus lines passing by Ibn Haldun University - Fenertepe bus stop

78Ş	FENERTEPE - İGTOT
78ZB	FENERTEPE - ZEYTİNBURNU
78K	FENERTEPE - KANUNİ SULTAN SÜLEYMAN HASTANESİ
78H	FENERTEPE - EMİNÖNÜ
78F	FENERTEPE - METROKENT
78E	FENERTEPE - KAYABAŞI KİPTAŞ
78B	FENERTEPE - YENİBOSNA METRO
MK31	FENERTEPE - KANUNİ SULTAN SÜLEYMAN HASTANESİ
146K	FENERTEPE - ESENLER BİLİM PARKI
146F	FENERTEPE - BAHÇEŞEHİR
78C	FENERTEPE - SULTANGAZİ

Existing metro and other public transportation lines

- M1a Yenikapı-Atatürk Havalimanı Metro Hattı (Metro Line)
- M1a Yenikapı-Kirazlı Metro Hattı (Metro Line)
- M2 Yenikapı-Seyrantepe-Hacıosman Metro Hattı (Metro Line)
- M3 Bakırköy-Kayaşehir Metro Hattı (Metro Line)
- M4 Kadıköy-Sabiha Gökçen Havalimanı Metro Hattı (Metro Line)
- M5 Üsküdar-Sultanbeyli Metro Hattı (Metro Line)
- M6 Levent-Boğaziçi Ü./Hisarüstü Metro Hattı (Metro Line)
- M7 Yıldız-Mahmutbey Metro Hattı (Metro Line)
- M8 Bostancı-Parseller Metro Hattı (Metro Line)
- M9 Ataköy-Olimpiyat Metro Hattı (Metro Line)
- M11 Gayrettepe-İstanbul Hvl-Halkalı Metro Hattı (TCDD)(Metro Line)
- T1 Kabataş-Bağcılar Tramvay Hattı (Tram Line)
- T2 Taksim-Tünel Nostaljik Tramvay (İETT) (Heritage Tram)
- T3 Kadıköy-Moda Tramvay Hattı (Tram Line)
- T4 Topkapı-Mescid-i Selam Tramvay Hattı (Tram Line)
- T5 Eminönü-Alibeyköy Tramvay Hattı (Tram Line)
- T6 Sirkeci-Kazlıçeşme Tramvay Hattı (TCDD) (Tram Line (Shuttle Line))
- B1 Halkalı-Gebze Banliyö Hattı (Marmaray-TCDD) (Suburban Line)
- B2 Halkalı-Bahçeşehir Banliyö Hattı (TCDD) (Suburban Line)
- F1 Taksim-Kabataş Füniküler Hattı (Funicular Line)
- F2 Karaköy-Beyoğlu Tarihi Tünel (İETT) (Tunnel (Heritage Funicular))
- Seyrantepe-Vadistanbul Füniküler Hattı (Funicular Line)
- F4 Boğaziçi Ü./Hisarüstü-Aşiyan Füniküler Hattı (Funicular Line)
- TF1 Maçka-Taşkışla Teleferik Hattı (Cable Car)
- TF2 Eyüp-Piyer Loti Teleferik Hattı (Cable Car)
- Metrobüs Hattı (İETT) (Bus Rapid Transit)

İBN HALDUN
ÜNİVERSİTESİ

Fikrî Bağımsızlık

Intellectual Independence

الاستقلال الفكري

İBN HALDUN ÜNİVERSİTESİ
Başak Mah. Ordu Cad. No:3 Başakşehir / İstanbul
0 212 692 0212 /ibnhalduni www.ihu.edu.tr