



HALIÇ UNIVERSITY

2024-2025

STUDENT'S HANDBOOK



Dear Students;

We are excited and happy to welcome you at the beginning of a new academic year. You have successfully completed the exam period, which you spent with great devotion and sacrifice; you have joined us as tomorrow's leaders, innovators, athletes and artists.

Welcome to the Haliç University family!

You will make some of the most valuable and unforgettable memories of your life on this campus. Together with all our academic and administrative staff, we will work with all our strength to guide you on this pleasant journey in the best way possible.

At Haliç University, we aim to provide you with a broad perspective with the education we offer in different fields such as health, art, design, sports, technology and social sciences. In your academic journey that begins today, we want you to discover your own interests and talents in the best way possible by taking advantage of this multidisciplinary environment. When you graduate, we want each of you to be the superstars of your field and shine with your achievements.

As Haliç University, our aim is to raise you not only academically, but also as individuals who will contribute to society. In this process, we aim to support your personal development while providing you with the best education. It will be our greatest honor to see you graduate as innovative, critical thinkers and responsible individuals.

Keep in mind that university years are not only a time of acquiring knowledge, but also a time of discovery, learning and growth. I wish you to make the best use of the opportunities we offer you and make the most of your time.

I wish you all a successful, healthy and happy academic year with the belief that we will achieve many more successes together.

Best regards,

Prof. Dr. Nihat İNANÇ
Rector

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DEPARTMENT OF — HEALTH, CULTURE AND SPORTS



DEPARTMENT OF HEALTH, CULTURE, AND SPORTS

Where to find the HCS Office, how to contact them?

It is on the ground floor of the 10th block.
Contact: (0 212) 924 24 44 Extension Number: 1519
Email: sks@halic.edu.tr



Student Clubs

Club establishment applications are made to the HCS Department within the first 5 (five) weeks of the start of each academic year and are completed with the approval of the Rectorate. Along with the documents required to open a club, the application petition and the approval of the academic advisor are submitted to the HCS Department. The Club Management should prepare the club letter, which includes the purpose of establishment and operation information about the club you want to establish.

Documents Required to Establish a Club;

- Club name
- Signed acceptance sheet from the advisor
- 5 full and 3 substitute members
- Regulation
- Activities planned to be carried out during the period
- Sample logo design
- Purpose-Scope
- List of the names, departments, classes and contact information of the students who will be
- enrolled in the club. (The first 20 members must be determined in the club application file.)

The activities and interests of the club to be opened must not overlap or resemble those of

another club. Otherwise, it is not appropriate to open a club.

Contact: (0 212) 924 24 44 Extension: 1519
E-mail: etkinlik@halic.edu.tr



In which sports branches are university teams being formed?



Haliç University gives importance to all kinds of individual and team sports activities. It also supports different disciplines such as athletics, gymnastics, tennis as well as team sports such as football, basketball, volleyball and handball.

How to apply for part-time work?

At the beginning of the semester, each administrative unit of our university determines the student need for that year and makes an announcement on the university website about the application for part-time student recruitment.

The requirements for application are as follows:

- * Being a registered student at Haliç University, including undergraduate and graduate students,
- *Not to be a student freezing enrollment and not to be a foreign student,
- *To be studying within the normal education period,
- *To have no disciplinary penalty,
- *To have the necessary knowledge, skills and abilities for the job.

Students who apply as a result of the announcement are evaluated. As a result of the evaluation, the student who is deemed appropriate by the unit starts working for a weekly working period not exceeding 15 hours.

You can apply to the Department of Health, Culture and Sports at the beginning of October of each academic year with the QR code below.



HEALTH SERVICES



HEALTH SERVICES

Infirmiry Services

We have 1 part-time medical specialist and 2 full-time nurses.
Contact: (0 212) 924 24 44 / 2222 extension number.

Where is the infirmiry?

•Rectorate Building, floor B2.
E-Mail: revir@halic.edu.tr



Psychological Counseling Services

Where is it Located on Campus?

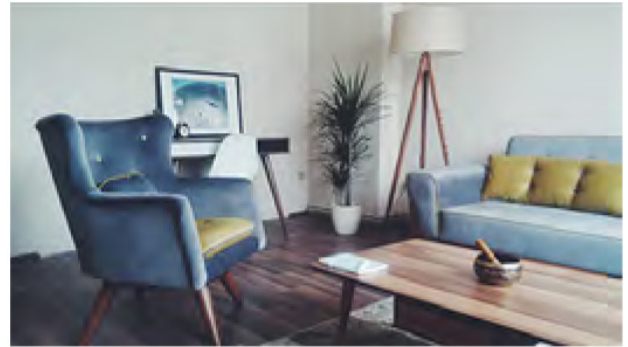
It is at the ground floor of the 10th Block, room numbers 10002 and 10129.
E-mail: psikolojikdanisma@halic.edu.tr

- There are two specialized clinical psychologists, one female and one male, at our university.
- Psychological counseling services are available free of charge at our university, which our students and employees can apply to whenever they need.
- All university students, academic and administrative staff can benefit from the psychological support unit.
- Individuals who want to receive therapy should fill out the application form in the Psychological Counseling Unit section at psikolojikdanisma@halic.edu.tr and send it to our expert psychologists for an appointment request.
- Appointments are scheduled between 08:30 -17:30.
- Privacy is one of the most fundamental principles of this unit. What is said during the therapies remains between the psychologist and the client, and the relationship between the client and the consultant is based on the principle of mutual trust.
- The attendance of the person applying to the Psychological Counseling and Guidance Unit is planned with their own consent. The end of the therapy is decided when the interviews are over or when the client wishes to end the interviews voluntarily.

Disabled Student Unit

Where is it located on Campus?

It is located in Block 10.
E-mail: engellibirimi@halic.edu.tr



Our prioritized goals to achieve the goal are as follows:

- 1) To support disabled students within our university,
- 2) To identify the problems that students with disabilities state about themselves through questionnaires,
- 3) To minimize the challenges of being a disabled person at our university,
- 4) To resolve the problems considered as a priority,
- 5) To work on solutions to other problems.

Dormitories and Campus Life

Our dormitory is a dormitory consisting of 2 blocks built on an area of approximately 1400 m², with 178 rooms and 506 beds. The security of our dormitory is provided in two stages, the campus security unit outside and the dormitory security unit afterwards. Our dormitory building is staffed 24/7 by 12 professional security guards. There are 1000 security cameras throughout the campus and 150 security cameras throughout the dormitory. In our dormitory, we have a main dining hall and a professional kitchen that allows our students to cook food. Open buffet breakfast service is provided free of charge 7 days a week in our dormitory. In the common areas of our dormitory, there are 2 study halls, 1 drawing room, 1 hobby room, 1 meeting room and a communication room. Room cleaning service is provided 2 days a week. There are 8 cleaning staff on day shift and 2 cleaning staff on night shift in our dormitory. We also have a laundry-drying service and an ironing room. Unlimited Wi-Fi service and 24/7 hot water are available in our dormitory, and fresh tea is brewed 24/7 for our students in our tea shops located at 3 different places. Students of our dormitory can benefit from our campus library and our infirmary service with doctors and nurses free of charge.

You can follow our web page. <https://halic.edu.tr/tr/halichte-yasam/yurtlar>

Contact: (0 212) 924 24 44 Extension: 8050-8051-8052

E-mail: yurtmudurlugu@halic.edu.tr



CAREER CENTER



CAREER CENTER

The primary goal of the Haliç University Career Center is to raise awareness about careers and career planning among students. In the process of creating this awareness, the Career Center ensures that our students are in constant communication with the business world in order to overcome the difficulties they will encounter while preparing them for business life. It aims to provide students with the necessary skills and competencies. The Career Center advises our students and graduates to plan their careers and provides support for them to discover, define and communicate themselves and business life.

1. Where is the Career Center Office?

The Career Center is on the 1st floor of the Rectorate building.

2. In Which Ways Does the Career Center Support Students?

•Participate in Career Readiness Trainings

It is a good opportunity to increase your awareness of career planning and prepare for business life by participating in career and employment-related trainings and seminars organized by the career center throughout the year. Event announcements are published on our social media accounts and sent to your e-mail address as an announcement.

•Create CV and Cover Letter!

Resume/CV is an important job/internship application tool that is still valid today. Your goal is to catch the recruiter's attention and present an impressive document introducing you as an ideal candidate for the position so that they will call you for an interview. We support you in writing an ATS-standardized CV and a good cover letter. You can write your CV creation request to kariyermerkezi@halic.edu.tr.

•When you receive CV Consultancy...

You can benefit from the consultancy service for your CV created by the Career Center or if you already have a CV. You can send an e-mail to kariyermerkezi@halic.edu.tr for an appointment.

•When You Receive Interview Consultancy...

A mutual job interview is practiced with the client. You will be supported to make preliminary preparations on how to answer the questions that may come during the interview. You need to send an e-mail to kariyermerkezi@halic.edu.tr to make an appointment.

•When you receive Career Consultancy...

It helps you explore career options and create the most suitable career plan for yourself. It also helps you identify your skills and interests. Vocational Guidance Test is used in the counseling process. To make an appointment, you need to send an e-mail to kariyermerkezi@halic.edu.tr with the subject line "Career Consultancy" for your available days and times on weekdays.

•Follow Internship and Job Announcements!

After our interviews with companies, you can apply to job and internship announcements sent to your university extension and/or personal e-mail addresses within the specified date range and gain priority to be interviewed for the relevant announcement.

•Talent Gate

In cooperation with our Career Center, the Human Resources Office of the Presidency of the Republic of Turkey has introduced "Talent Gate", an online platform where you can easily apply for job/internship vacancies and career events. We recommend that you join the system via <https://www.yetenekkapisi.org/login> to benefit from the career opportunities we offer you during your studies and even after graduation.

Follow Internship and Job Postings!

While you are a student, we recommend you to open a LinkedIn account to network in the business world and to follow and apply for job-internship postings. If you have a LinkedIn account, you can send a link to your account to kariyermerkezi@halic.edu.tr e-mail address for us to check and write a suggestion.

The subject line of the e-mail should be "LinkedIn Account Recommendation Request".



DEPARTMENT OF ——— STUDENT AFFAIRS



Logging in to the Automation System

(Ground Floor of the Rectorate Building)



You can log in to the student automation information system by scanning the barcode on the side. Your username and password will be sent to your personal e-mail address that you have submitted to the Department of Student Affairs during the registration process.

You can log in to the student automation information system with your E-government information or you can log in with your username and password sent to your personal e-mail address. Through the student automation information system, you can manage your course selection procedures and check your weekly course schedule and all announcements made about the courses.

You can also obtain your student certificate, transcript and provisional graduation certificate with electronic signatures from the document requests section of user transactions through the automation system.

In case you forget or want to renew your student automation password, you can get your userpassword from <https://selfservis.halic.edu.tr/> web address.

Academic Calendar

2024-2025 ACADEMIC YEAR ACADEMIC CALENDAR OF ASSOCIATE AND UNDERGRADUATE

Academic Event	Starting Date	End Date
Fall Semester		
Start - End of Classes	16 September 2024	27 December 2024
Registration Freeze	16 September 2024	4 October 2024
Midterm Exams	2 November 2024	10 November 2024
Final Exams	28 December 2024	15 January 2025
Makeup Exams	18 January 2025	26 January 2025
Spring Semester		
Start - End of Classes	3 February 2025	16 May 2025
Registration Freeze	3 February 2025	21 February 2025
Midterm Exams	22 March 2025	28 May 2025
Final Exams	17 May 2025	1 June 2025
Makeup Exams	14 June 2025	24 June 2025



Post-Registration Procedures (Department of Student Affairs)

-Student ID card; newly enrolled students are issued ID's by the System Security Directorate Unit. If you lose your ID card, you can apply to the System Security Unit and have a new one issued.

-Military deferment procedures; military deferment procedures are carried out according to the Military Service Law No. 1111. The deferment of military service of the students who are citizens of the Republic of Turkey and studying at our university is carried out by the Department of Student Affairs.

Contact; ogrenciisleri@halic.edu.tr 212-924-24-44 Extension Number; 8080
Call center; for any questions, you can send an e-mail to info@halic.edu.tr or call (0212) 924 24 44.

Document Requests:

For your e-signed digital document requests, you can make your student document and transcript requests from the E-Signed/Student Document or E-Signed/Transcript Document options if you click on the Document Request tab by entering the "User Transactions" page at the bottom left after entering the automation. The requests are approved by the Head of the Student Affairs Department during the day and you can obtain your e-signed, QR-coded and officially valid document by clicking on the Show Document tab on that screen.

You can also obtain your provisional graduation, transcript and student documents via E-government (<https://www.turkiye.gov.tr/>) as barcoded documents. For document requests with wet signatures, you need to come to the Department of Student Affairs and make a request.



Forms; You can access the forms that you will need throughout your education life by scanning the barcode on the side. (Internship, Courseware, Disconnection etc.)

Student petitions; You can write your petition to our Registrar's Office regarding any issue you need during your education life. Your petition is forwarded to the relevant units via the EBYS system.



Regulations and directives are available on the website; You can access the regulations, directives and senate decisions that you are bound to during your education life by scanning the barcode on the side.

Compulsory Attendance; Attendance is compulsory for 70% of the theoretical courses and 80% of the practical courses.

Academic Advising; Each of our students has an academic advisor who they can consult on all matters related to their courses throughout their academic life.

Grading system; The points and letter equivalents of the grades and the grade ranges in the absolute evaluation system are as follows;

Letter Grade	Final Grade	Score Range
AA	4,00	88-100
BA	3,50	81-87
BB	3,00	74-80
CB	2,50	67-73
CC	2,00	60-66
DC	1,50	55-59
DD	1,00	50-54
FF	0,00	00-49

Registration Freeze Procedures: In the fall and spring semesters, students may be suspended for a maximum of two semesters at a time by the relevant board of directors if they make a request by the last working day of the third week after the start of education specified in the academic calendar.

The registration suspension period cannot exceed four semesters for the entire academic period. For the registration freeze process, the student must apply to the secretary of the Faculty where he/she is studying.

Registration Renewal Procedures: Students are required to renew their registration every year/semester within the period specified in the academic calendar. In order to be able to renew registration for the year/semester, it is obligatory to have fulfilled their financial obligations, including the semester in which they want to renew their registration. Students who have not fulfilled this condition will not be able to renew their registration for the year/semester. Students who have paid the tuition fee must register for courses by having their advisors approve the course programs they have created from the courses determined for that year / semester. Our students are responsible for the entire process of registration renewal and enrollment and are obliged to register for courses themselves. The registration of our students who have completed the course registration process is considered renewed. Students who are in extension status first make the course selection and then fulfill their financial obligations.

Course Exemption: Students enrolled through Transfer, Vertical Transfer, Second University, etc. submit their course contents and transcripts to the relevant faculty during registration. With the decision of the faculty board of directors, exemptions are notified to the Student Affairs Department and recorded in the students' automation systems.

Double Major & Minor: Our students can do double major or minor free of charge.

Application requirements for double major;

- Successful completion of all credited courses taken in the department until the semester of application,
- To have a GPA of at least 70 (2.72), to be in the top 20% of the relevant class of the major diploma program in terms of success ranking,
- Not to have received any disciplinary penalty.

Application requirements for minor;

- Successful completion of all credited courses taken in the department until the semester of application,
- To have a GPA of at least 65 (2.50),
- Not to have received any disciplinary penalty.

INTERNSHIP COORDINATORSHIP



INTERNSHIP COORDINATORSHIP

Where is it Located on Campus?

It is on the 1st floor of the 11th Block.

It regulates the procedures and principles of internship / applied course / vocational training practices and summer internships of different undergraduate departments and associate degree programs in the fall and spring semesters foreseen on the dates specified in the academic calendar in order to help our students become more qualified and well-equipped individuals in business and social life in the future, improve their professional knowledge and skills, and make the practices they make during their education and training periods more effective and efficient.

Our students studying in the Faculty of Medicine, Faculty of Health Sciences, Faculty of Arts and Sciences, Department of Psychology and Vocational School Programs can carry out the application of the courses in public or private institutions (Training and Research Hospitals, Staff Hospitals, Community Health Centers, Family Health Centers and Istanbul University Faculty of Medicine Hospital Clinics affiliated to Istanbul Provincial Health Directorate, institutions affiliated to Istanbul Provincial Directorate of Family, Labor and Social Services, Public and Private Schools and Private Clinical Centers affiliated to the Ministry of National Education, Private Hospitals, Private Clinics, Private Rehabilitation Centers) in the fall, spring and summer semesters.

Our students studying at the Faculty of Engineering, Faculty of Architecture, Faculty of Business Administration, Faculty of Fine Arts, Faculty of Science and Literature and Faculty of Sports Sciences have the opportunity to do internships in various public institutions and private companies within the scope of their departments and programs during the summer term.

Internship Duration

Students who have completed the first semester (fall) of the first year of Faculties/- Schools of Higher Education start their internship in the second semester (spring). Internships are held in fall, spring and summer semesters according to the academic calendar and the applied courses in the course curriculum of the departments. In order to graduate, students must complete all their internships during the education and training period

Summer Internship Duration

Students who have completed the second semester of the first year of the Faculty and Schools of Higher Education can do their internship practices in Turkey or abroad during the summer semesters according to the periods in the curriculum program of the departments.

Internship Place

Students conduct their internships in the institutions determined by the relevant unit or in the institutions they find themselves. However, if the student finds the institution where they will do an internship by themselves, the relevant unit's internship commission decides on the suitability of the place of internship and if the institution demands a fee, this fee is covered by the student.

The activities of the place of internship should be in accordance with the curriculum content of the department in which the student is studying, and the student should be able to develop his/her knowledge and skills.

Students who have completed the second semester of the first year of the Faculties and Schools of Higher Education can complete their internships in Turkey or abroad during the summer semesters according to the periods in the curriculum program of the departments.

Students studying in the Department of Psychology (master's degree) find the clinical field practice by themselves and the practice commission of the relevant department decides on the suitability of the practice place. If the institution charges a fee, this fee is paid by the student.

Students who want to do their internship abroad can carry out the exchanges and applications provided by ERASMUS Application Programs and International Intermediaries or the application activities they find with their personal means. Students can do their internships with the above-mentioned institutions and methods. The internship abroad can only be substituted for the internship in the curriculum with the decision of the Board of Directors of the relevant academic unit.

Internship Validity in Horizontal and Vertical Transfers

The relevant department / program internship commission decides whether the internship made by the students who enrolled in our university through Horizontal and Vertical Transfer will be considered valid or not. After graduating from vocational high schools, the working days of students who have worked in public - private institutions or organizations related to their profession and then started their undergraduate education, are not accepted as internships.

Compulsory Internship Documents

Students who go to the internship places obtain the Compulsory Internship Document prepared by the university from the university's web page or from the Internship / Practicum Coordinator's Office.

The student must fill out the Compulsory Internship Document in 3 copies and have it approved by the Internship / Practicum Coordinator with the approval of the place where he / she will practice and the approval of the Department / Program Professional Internship Commission Chairman and the Faculty / School Internship Coordinator and one copy must be submitted to the Internship / Practicum Coordinator.

Insurance Processes

"Work Accident and Occupational Disease Insurance" is made by the university for the internships in Fall, Spring and Summer semesters. "Work Accident and Occupational Disease Insurance" is applied in accordance with subparagraph (b) of the first paragraph of Article 5 of the Law No. 5510 on internship students. In case these students are not dependents, general health insurance provisions are also applied to them. The premiums to be paid within the scope of this paragraph shall be covered by higher education institutions in accordance with subparagraph (e) of the first paragraph of Article 87 of Law No. 5510. In order for the insurance procedures to be carried out, the necessary documents must be submitted 10 days in advance. It is not possible for students whose documents are not submitted to start their internship as their insurance procedures cannot be completed. In this case, students' internships will not be accepted. The university cannot be held responsible for those who start their internship "without insurance" without giving information.

"Work Accident and Occupational Disease Insurance" is the responsibility of the student in clinical/field practices abroad.

Internship Practice

After the student starts the internship/practicum, the internship/practicum place cannot be changed. However, those who request a change of internship location or transfer can apply to the Department/Program Internship Coordinator with a petition at least 3 weeks before the start of the practice. The Department/Program Internship Coordinator notifies the Internship Coordinator with a cover letter.

The procedures and principles regarding the applied trainings in cases of earthquake, fire, flood and similar natural disasters, legal strike, lockout, general epidemic disease, war, partial or general mobilization declaration and similar force majeure situations are determined by the Council of Higher Education.

Department -Program Internship / Applied Course and Vocational

The in-semester process only covers departments and programs that provide education in the field of health. The in-semester period is the fall and spring semesters during the academic year. The following process is also carried out during the summer semester for students studying in the field of health. The out-of-semester process (summer internship) covers all departments and programs.

Student Internship / Applied Course and Vocational Training Process

Please download the compulsory internship form from the "Click Here for Compulsory Internship Form" button under the "Compulsory Internship" tab under the "Our Student" heading at <http://www.halic.edu.tr> or you can get it in person from the Internship Coordinatorship at our university.



The student fills in the relevant fields on the 3 compulsory internship forms. Internship start and end dates, holidays and public holidays must be written correctly.

After the student receives a wet signature and a seal/stamp from the health institution where he/she will practice in the fields in the Compulsory Internship Form, he/she signs the part he/she needs to sign on the form and sends an e-mail to the department/internship commission head together with the form/forms or brings it in person. After the signature of the department/internship commission coordinator, the student brings the compulsory internship forms to the Internship Coordinator. The compulsory internship form is signed by the Internship Coordinator. One of the forms is kept in the health institution where the internship is done, one in the department/program head office and one in the Internship Coordinator's Office. Within the scope of the "Social Insurance and General Health Insurance Law" numbered 5510, the Internship Coordinatorship provides "Occupational Disease and Accident Insurance" from the start date of the internship until the end date. The student must write the information filled in the compulsory internship form correctly. The records declared in the form are taken as basis. The "Student's Health Status" column mentioned in the compulsory internship form must be checked. (Benefiting from your parents' health insurance)

The student prepares all the documents requested by the health institution where they will do an internship. In the event of a work accident, the student is obliged to inform the university and the place of internship immediately.

DEPARTMENT OF LIBRARY AND — DOCUMENTATION



DEPARTMENT OF LIBRARY AND DOCUMENTATION

Our library, through its collection and information services, supports the education, training and research activities of our university, meets the information needs of our students and faculty members arising from their academic programs and scientific research, and contributes to increasing the knowledge of the entire Haliç University family as well as the surrounding community. In our library, all information resources are classified and cataloged based on scientific and professional standard systems. Anglo-American Cataloguing Rules 2 is used in our cataloging services and the LC Classification System (Library of Congress Classification) is used in our classification services. In addition, reader services such as lending, current information announcements, individual/collective user training, wireless internet, library orientation programs, etc. are provided.

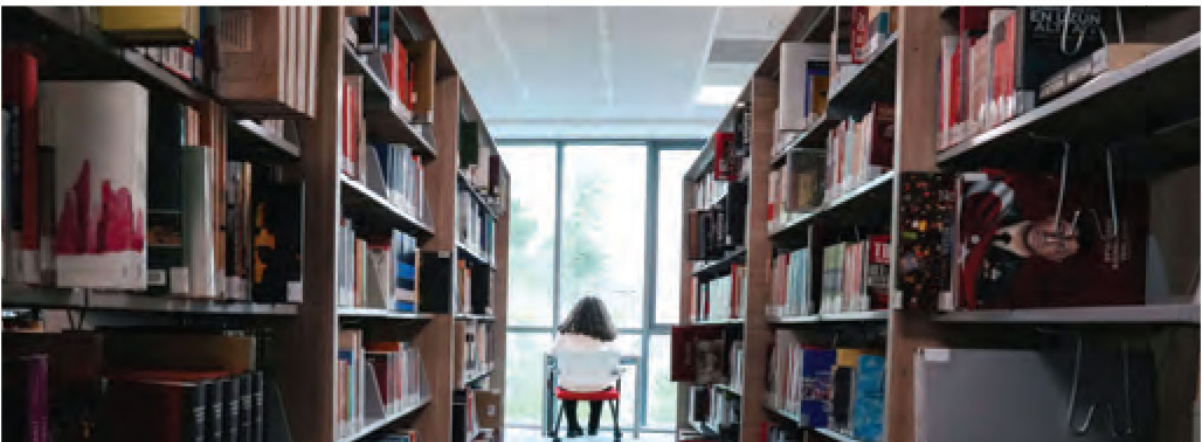
Floor Plan

Our library is situated on a 4600 m² area of the rectorate building and has a seating capacity of 900 people at the same time. Below are the areas on each floor of the library:

- (Floor B1): 24/7 Open Reading Room
- Ground Floor: "Reference Resources, Individual Study Cabins, General Study Areas and Thesis/Research Room"
- 1st Floor: General Library Area and Individual Study Areas
- 2nd Floor: (Still under design): Designed for Collection Sections. There are also different areas open for student use and study rooms with seating capacity in certain blocks within then campus.

Collection

Adopting a systematic and continuous development process, our library continues its services as an effective supporter of our university's contemporary and student-oriented education process with over 85 thousand printed books and information resources in various formats. Together with our institutional subscriptions, our library has access to over 2 million e-journals and e-books on various subjects.





Catalog Browsing

All Library Resources are at your fingertips! Our library has a separate web page. All our users can use the online "Catalog browsing" link for our hard and soft resources. They can also download the "Mobil Cep Kütüphanem" application on their mobile phones and search the catalog.

Catalog browsing link: <https://yordam.halic.edu.tr/yordam/>

Off-Campus Access

It is very easy to access the e-resources in our library from off-campus! It is possible to access the e-resources subscribed by our library with your @halic extension corporate e-mail address and your password with your phone, tablet or computer from anywhere with internet access. You do not need to download any program or set a proxy setting.

The steps you should follow:

- 1) Click on the link <https://elibrary.halic.edu.tr/>.
- 2) On the page that opens, fill in the registration form from the "Register" tab in the upper right corner.
- 3) Use only @halic.edu.tr / @ogr.halic.edu.tr e-mail addresses.
- 4) Create your own password.
- 5) In order to activate your account, please click on the link automatically sent to your e-mail.
- 6) This completes your registration and activation. You can access e-resources by logging in to the portal.

Disabled-Friendly Library

If there is accessibility, there is no barrier to knowledge! Our library has a fully equipped audio/six-dot embossed and magnified workstation for our visually impaired and partially sighted users. This system enables our visually impaired and partially sighted users to access information fully and accurately and to work more effectively and efficiently. The equipment consists of 5 parts.

- 1) Computer (PC) + Headset,
- 2) Jaws For Windows Screen Reading Program,
- 3) ZoomText Reader for Low Vision
- 4) 5th Generation Blue Focus 40 Embossed Screen
- 5) Pearl Book Reading Camera and OCR

For detailed information: <https://kutuphane.halic.edu.trengelsizkutuphane.html>

Working Hours

Library opening hours are 8:30-21:00 on weekdays and 10:00-18:00 on weekends. During exam periods, the library is open 24 hours a day. 24/7 reading areas are always open to the service of users.

Our Memberships

Haliç University Library has institutional membership to TUBITAK - ULAKBIM (Turkish Academic Network and Information Center), ANKOS (Anatolian University Libraries Consortium) and KITS (Interlibrary Cooperation).

Contact

All comments, requests and suggestions can be sent by e-mail to kutuphane@halic.edu.tr or by phone to the library staff at (0212) 924 24 44 / 1020-1015. Emails are answered within 24 hours.

Social Media

The library's Instagram account: [@halickutuphane](https://www.instagram.com/halickutuphane)

ERASMUS AND EXCHANGE PROGRAMS COORDINATORSHIP

INTERNATIONAL PROMOTION DIRECTORATE





Erasmus Exchange Office

Erasmus and non-European exchange mobility programs of our university are carried out by the Erasmus Exchange Office. Our students can register for our applications, which are opened twice a year, once in the fall and once in the spring semester, and they can qualify for study or internship mobility and have the opportunity to contribute to their education in Europe. You can contact our office for all processes and you can always get support for detailed information.

1. Where is the Erasmus Exchange Office?

Rectorate Building, Ground Floor, Left Corridor

2. How can I access the official website for contact details, general information and current

Email; erasmus@halic.edu.tr / international@halic.edu.tr
Phone Numbers; (0 212) 924 24 44 Extension:1465/1484
For our official website;



3. What are the general conditions to be eligible for Erasmus Exchange Program Study or Internship mobility?



4. Which institutions does our university have agreements with?



5. How can I contact my Erasmus department coordinator for issues such as choosing a partner institution or course matching?



6. How can I access announcements such as applications and results?



7. How can I access the documents required for the Erasmus Exchange Program?



8. How can I access current news about Erasmus Exchange Program mobility such as experience sharing, and student events?



VIRTUAL REALITY INCUBATION CENTER TECHNOLOGY TRANSFER OFFICE



**Haliç
TTO**
TEKNOLOJİ TRANSFER OFİSİ
UYGULAMA VE ARAŞTIRMA MERKEZİ



Haliç TTO

Haliç TTO supports Haliç University academicians, students and graduates in 5 different modules.

Module 1 - Training, Awareness and Informing

Providing the necessary information, promotion and training services to improve the cooperation between the university and the industry, creating a business inventory to match the academic knowledge and experience of the university with the needs of the industry, communicating with domestic or foreign technology transfer offices within the network structuring activities and raising the level of knowledge, awareness and experience in this field are carried out within the scope of this module.

Module 2 - Project Support Programs

It operates to ensure the coordination of activities that will increase, spread and sustain scientific research-development qualified project studies, strengthen the R&D culture with a holistic perspective by evaluating research activities and outputs (scientific publications and projects), and increase the position of the university in national and international rankings.

Within the scope of the module, the support needed by our academicians and students in research-quality project studies is provided. In this context, information and guidance support for Student Research Projects supported by institutions such as TUBITAK, TUSEB, etc. is provided for our undergraduate, graduate and doctoral students.

Module 3 - University Industry Collaboration

Within the scope of this module, projects are carried out to produce information and documents related to the promotion of the fields of expertise of academicians in order to ensure that contracted projects are carried out between the industry and the university, to support the development of projects and the creation of contracts, to organize project market and project competition events, to provide testing and analysis services for the industry and to identify and solve the business problems arising from the analysis.

Module 4 - Intellectual and Industrial Property Rights

Services are provided to provide support throughout the entire process, including patent, utility model, industrial design and brand application, follow-up of the process, marketing and commercialization of the registered property rights and conclusion of the license agreement.

Module 5 - Entrepreneurship and Incubation

As Haliç TTO, we aim to position our institution in the entrepreneurship ecosystem in line with its vision and goals. Within the scope of the activities of the Entrepreneurship and Incubation Unit; We serve those interested in entrepreneurship, especially Haliç University students, graduates and academicians. Haliç University Entrepreneurship and Incubation Unit supports entrepreneurs to establish and grow their businesses.



Haliç AI TEKMER

Our university established the Artificial Intelligence Technology Development Center and HI CENTER became operational as Haliç AI TEKMER. This center is a center that offers various services to carry out/develop Artificial Intelligence development ideas in every field.

Under the brand name "TEKMER", our center provides Artificial Intelligence entrepreneurs and companies starting new businesses;

- Physical Infrastructure (office space, laboratory, Server, Commercial Software Licenses),
- Management Support (business plan, training, marketing),
- Technical Support (research, database),
- Access to finance (venture capital funds, angel investor networks),
- Legal Advisory (AI mentoring, licensing, intellectual property rights),
- Networking (Investors, other incubators and government services/support).

The center has a total of 35 offices (13 closed, 22 open and shared), 1 meeting room and an open kitchen. It operates to create an ecosystem for entrepreneurs and to realize Artificial Intelligence business ideas with its mentor team, advisors and extensive business-investor network.

Where are Haliç TTO and Haliç AI TEKMER?

It is on the 3rd floor of the Rectorate Building.

WHAT IS PRE-INCUBATION?

Pre-incubation is a phase in which many different services are provided to provide the support that entrepreneurs need during the idea, model and plan development phase. In the pre-incubation phase, entrepreneurs can benefit from many opportunities such as open office, technical infrastructure, training, consultancy and mentoring. Entrepreneurs supported in this phase have an advantage in the process of developing their business ideas.

WHAT IS INCUBATION?

It is the phase where entrepreneurs who complete the pre-incubation phase are incorporated, produce and develop their product. At this stage, entrepreneurs often have difficulty finding financing. Thanks to HI Center's access to finance starting from the seed stage, entrepreneurs can find the financial resources they need and bring their products to life.

WHAT IS AN ACCELERATED PROGRAM?

An accelerated program is a process in which companies that have created a product, started commercialization, but are experiencing various financial and globalization problems are solved through acceleration programs. This process differs temporally from pre-incubation and incubation phases. Although there is no time limit in the pre-incubation and incubation phases, there is usually a time limit of around 6-12 months in the accelerated program. All companies in the incubation center start the acceleration program at the same time. This increases competition and interaction between companies. As a result of all these activities, the accelerator program helps entrepreneurs attract the attention of angel investors and venture capital funds.

Haliç University; First of all, graduate, doctoral students, associate, undergraduate, Haliç University graduates, Haliç University academicians and entrepreneurs from all over the world can apply to benefit from the opportunities in TEKMER. For the application, they can fill out the incubation application form at <https://hicenter.halic.edu.tr/> and send it to halicgirisimcilik@halic.edu.tr e-mail address.

WHEN CAN I HEAR BACK?

Following the submission of the form, responses will be sent to your e-mail address and/or over the phone within 15 business days.

ALL IN ONE “CAMPUS”








CAMPUS MAP

ADMINISTRATIVE UNITS

ALIBEYKÖY

TEM OTYOLU

- | | | | | | | | |
|---------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|----------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------|
|  | Rectorate |  | Haliç HI Center
Rectorate Building 3rd Floor |  | Student Accounting
Rectorate Building Ground Floor |  | Psychological Counseling Center
10. Block Ground Floor |
|  | Department of Library and Documentation
Rectorate Building 1st and 2nd Floor |  | Department of Health, Culture and Sports
10. Block Ground Floor |  | Internship Coordinationshipü
11. Block 1st Floor |  | TTO (Technology Transfer Office)
Rectorate Building 3rd Floor |
|  | Student Support Center
10. Block Ground Floor |  | Directorate of System Security (Card Activation)
Rectorate Building 1st Floor |  | Distance Education Coordinationship
10. Block Ground Floor | | |
|  | Department of Student Affairs
Rectorate Building Ground Floor |  | Department of Information Technologies (Password Activation)
Rectorate Building 1st Floor |  | Infirmary
Rectorate Building -2nd Floor | | |
|  | Directorate of International Promotions
Rectorate Building Ground Floor |  | Disabled Students Unit
10. Block Ground Floor |  | Career Center
Rectorate Building 1st Floor | | |

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5. Levent Campus



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