



DOKUZ EYLÜL ÜNİVERSİTESİ

Diploma Supplement

Diploma No : 2011EK1

Diploma Date : 03/06/2011

Dokuz Eylül Üniversitesi Alsancak/İzmir-Türkiye 35210

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This diploma supplement follows the model developed by the European Commission, Council of Europe and UNESCO/CEPES. The purpose of the supplement is to provide sufficient independent data to improve the international "transparency" and fair academic and professional recognition of qualifications (diplomas, degrees, certificates, etc.). It is designed to provide a description of the nature, level, context, content, and the status of the studies that were pursued and successfully completed by the individual named on the original qualification to which this supplement is appended. It should be free from any value judgements, equivalence statements or suggestions about recognition. Information in all eight sections should be provided. Where information is not provided, an explanation should give the reason why.

1. INFORMATION IDENTIFYING THE HOLDER OF THE QUALIFICATION

- 1.1. Family name(s) : ██████████
1.2. Given name(s) : ██████████
1.3. Date of birth (day/month/year) : ██████████
1.4. Student identification number or code (if available) : ██████████

2. INFORMATION IDENTIFYING THE QUALIFICATION

- 2.1. Name of the qualification and (if applicable) title conferred (in original language) :
İşletme, Lisans Derecesi
2.2. Main field(s) of study for the qualification :
Business Administration
2.3. Name and status of awarding institution (in original language) :
Dokuz Eylül Üniversitesi, (Devlet Üniversitesi)
2.4. Name and status of institution (if different from 2.3) administering studies (in original language) :
Same as 2.3
2.5. Language(s) of instruction/examination :
English



3. INFORMATION ON THE LEVEL OF THE QUALIFICATION

- 3.1. Level of qualification :
First Cycle (Bachelor's Degree)
3.2. Official length of programme :
4 years (excluding one year of English Preparatory School), 2 semesters per year, 16 weeks per semester, 240 ECTS in total.
3.3. Access requirement(s) :
High school diploma, placement through a nation-wide Student Selection Examination, DEU School of Foreign Languages English Proficiency Test (minimum 70) or TOEFL - IBT (minimum 79) or equivalent.

4. INFORMATION ON THE CONTENTS AND RESULTS GAINED

- 4.1. Mode of study :
Full-time
4.2. Programme requirements :
The degree is awarded to students who have successfully completed all the courses in the curriculum and have a minimum Cumulative Grade Point Average (CGPA) of 2.00 / 4.00 and 240 ECTS.
Objectives :
The objective of First Cycle (Bachelor's Degree) programme in Business Administration is to educate future managers and entrepreneurs, who have internalized ethical values, are socially responsible and possess ecological awareness; who can follow the changes and the developments in local and global environments and comprehend their influence on their chosen field and the business profession with a holistic view; who can transform internalized theoretical knowledge into practice; who can self-actualize their existing potential, and compete under all national and international circumstances by making use of modern educational methods and techniques.
Key program outcomes :
- Having fundamental knowledge of business types, the national and the international business environment, business functions and relationships among them and being capable of applying them in practical life.
- Being capable of assessing critically the acquired knowledge and skills, determining learning requirements and self-directing their learning, and developing a positive attitude towards life-long learning.
- Being capable of defining business problems scientifically; collecting, modeling, forecasting, and analyzing the related data; interpreting the results and suggesting and implementing solutions; reporting results both in written and orally.
- Comprehension of fundamental economic concepts; being capable of interpreting the influences of national and international markets (goods, services, capital and labor) on institutions and the society through the analysis of their operations; being acquainted with the structure of the Turkish economy within a historical framework.
- Being proficient in English at least at the Common European Framework of Reference (CEFR) B2 level.
- Being able to communicate effectively with others (both written and orally).

4.3. Programme details (e.g., modules or units studied), and the individual grades/marks/credits obtained :

COURSE CODE	COURSE TITLE	COURSE CATEGORY	NATIONAL CREDIT	GRADE	ECTS
FIRST SEMESTER					
ECN 1001	Economics I	Required Course	3	BA	4
FIT 1001	Fundamental Information Technologies I	Required Course	3	DC	4
MAN 1001	Introduction to Business Administration	Required Course	3	BB	4
MAN 1003	Social and Behavioral Sciences I	Required Course	3	AA	4
MAN 1005	Development of Writing and Reading Skills	Required Course	3	BB	3
MAN 1061	Calculus for Business and Economics I	Required Course	3	CC	4
MAN 1067	Introduction to Law	Required Course	3	CB	4
TDL 1001	Turkish Language I	Required Course	2	CB	2
BDE 1001	Physical Education I	Elective Course	1	S	1
SEMESTER ECTS CREDITS : 30					
SECOND SEMESTER					
ECN 1002	Economics II	Required Course	3	AA	5
MAN 1002	Principles of Organization and Management	Required Course	3	AA	4
MAN 1004	Social and Behavioral Sciences II	Required Course	3	DD	5
MAN 1006	Report Writing	Required Course	3	AA	4
MAN 1062	Calculus for Business and Economics II	Required Course	3	BB	5
MAN 1066	Law of Obligation	Required Course	3	BA	4
TDL 1002	Turkish Language II	Required Course	2	CC	2
BDE 1002	Physical Education II	Elective Course	1	S	1
SEMESTER ECTS CREDITS : 30					
THIRD SEMESTER					
ECN 2081	Microeconomics	Required Course	3	BB	4
MAN 2003	Organizational Behavior	Required Course	3	BA	4
MAN 2021	Financial Accounting I	Required Course	3	CB	4
MAN 2041	Introduction to Production and Operations Management	Required Course	3	DC	4
MAN 2051	Principles of Marketing	Required Course	3	CB	4
MAN 2061	Statistics I	Required Course	3	BB	4
MAN 2067	Commercial Law	Required Course	3	CC	4
ATA 1001	Principles of Atatürk and History of the Turkish Revolution I	Required Course	2	BB	2
SEMESTER ECTS CREDITS : 30					
FOURTH SEMESTER					
ECN 2082	Macroeconomics	Required Course	3	CB	4
MAN 2004	Human Resource Management	Required Course	3	CB	5
MAN 2022	Financial Accounting II	Required Course	3	CB	5
MAN 2042	Quantitative Methods for Business	Required Course	3	DC	5
MAN 2052	Marketing Management	Required Course	3	CC	5
MAN 2062	Statistics II	Required Course	3	DC	4
ATA 1002	Principles of Atatürk and History of the Turkish Revolution II	Required Course	2	BB	2
SEMESTER ECTS CREDITS : 30					
FIFTH SEMESTER					
ECN 3081	The Structure of Turkish Economy	Required Course	3	DD	4
MAN 3001	Research Methodologies in Social Sciences	Required Course	3	CC	5
MAN 3021	Managerial Accounting	Required Course	3	BB	4
MAN 3031	Business Finance	Required Course	3	CB	4
MAN 3051	Marketing Strategies	Required Course	3	DD	5
MAN 3013	Human Resource Planning and Staffing	Elective Course	3	DC	4
MAN 3303	Money Markets and Banking	Elective Course	3	AA	4
SEMESTER ECTS CREDITS : 30					
SIXTH SEMESTER					
ECN 3082	International Economics	Required Course	3	DD	4
ECN 3084	Public Finance	Required Course	3	BA	4
MAN 3022	Cost Accounting	Required Course	3	CC	5
MAN 3032	Managerial Finance	Required Course	3	BA	4
MAN 3062	Management Information Systems	Required Course	3	CC	5
MAN 3014	Employee Development & Career Management	Elective Course	3	AA	4
MAN 3304	Bank Management	Elective Course	3	DD	4
SEMESTER ECTS CREDITS : 30					
SEVENTH SEMESTER					
MAN 4001	International Business Management	Elective Course	3	BA	6
MAN 4011	Entrepreneurship & Small Business Management	Elective Course	3	CB	6
MAN 4033	Capital Budgeting	Elective Course	3	CB	6
MAN 4061	Computer Application in Business	Elective Course	3	DD	6
MAN4036	*Financial Systems of the EU	Required Course	3	CB	6
SEMESTER ECTS CREDITS : 30					
EIGHTH SEMESTER					
MAN 4002	Business Policy	Elective Course	3	BB	6
MAN 4014	Industrial Relations and Negotiation Techniques	Elective Course	3	BB	6
MAN 4016	Current Topics in Organization and Management	Elective Course	3	BA	6
MAN 4024	Current Topics in Accounting and Finance	Elective Course	3	CC	6
MAN 4032	International Financial Management	Elective Course	3	CB	6
SEMESTER ECTS CREDITS : 30					

* Courses taken at another higher education institution.

CUMULATIVE GRADE POINT AVERAGE : 2,54
 TOTAL NATIONAL CREDITS : 160
 TOTAL ECTS CREDITS : 240

4.4. Grading scheme and, if available, grade distribution guidance :

Passing grades range from AA to DD; grades from FD and FF are failing. The equivalents of the grades are:

PERCENTAGE	COURSE GRADE	COEFFICIENT
90 - 100	AA	4.0
85 - 89	BA	3.5
80 - 84	BB	3.0
75 - 79	CB	2.5
70 - 74	CC	2.0
65 - 69	DC	1.5
60 - 64	DD	1.0
50 - 59	FD	0.5
49 and below	FF	0

Other grades; Incomplete (I) accorded to students who, although otherwise successful, have failed to complete the required assignments for a course. A student receiving an incomplete grade for any course must make up for the deficiencies within 30 days after submitting the grades to Registrar's Office. Otherwise, the grade (I) automatically becomes FF. In non-credit courses Satisfactory (S) accorded to successful and Unsatisfactory (U) to unsuccessful students. Exempt (E) accorded to transfer students for the courses they have taken in their previous programmes. No Attendance (NA) is given upon failure to attend classes or complete practical or applied components of a course. (NA) configures in CGPA as FF.

Grade Point Average (GPA) and Cumulative Grade Point Average (CGPA) : A student's academic performance is determined at the end of each semester by computing an average of the grades he/she has received during that semester. For each course, the grade point equivalent of the letter grade received by the student is multiplied by the credit units for that course; the sum of these products is then divided by the total credit units taken in that semester to yield the Grade Point Average (GPA) for that semester. The Cumulative Grade Point Average (CGPA) is calculated by multiplying the grade point equivalent of the letter coefficient by the credit units for each course and then dividing the total sum by the total credit units taken in the programme.

4.5. Overall classification of the qualification (in original language) :

Cumulative Grade Point Average : 2.54 / 4.00
Final Grade of Degree : Başarılı / Satisfactory

Students whose CGPA are between 2.00-2.99 are listed as "satisfactory", between 3.00-3.49 as "honour"; 3.50 and above as "high honour" graduates. Students who are subject to any kind of disciplinary action are ineligible to be considered as honour or high honour graduates.

5. INFORMATION ON THE FUNCTION OF THE QUALIFICATION

5.1. Access to further study :

May apply to second cycle programmes.

5.2. Professional status (if applicable) :

This degree enables the holder to exercise the profession within a large spectrum of production, marketing, finance, accounting, human resource management departments in public and private enterprises.

6. ADDITIONAL INFORMATION

6.1. Additional information :

Department of Business Administration Website:

<http://www.isletme.deu.edu.tr/kurumsal/isletme-bolumu/bolum-hakkinda>

6.2. Further information sources :

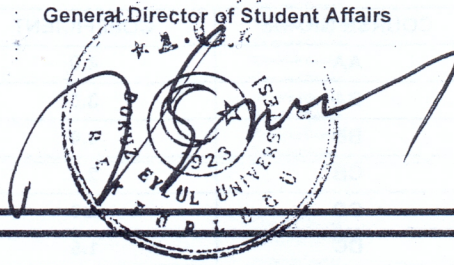
University Website: <http://www.deu.edu.tr>

The Council of Higher Education Website: <http://www.yok.gov.tr>

The Turkish ENIC-NARIC Website: <http://www.enic-naric.net/index.aspx?c=Turkey>

7. CERTIFICATION OF THE SUPPLEMENT

7.1. Date : 06.09.2011
7.2. Name and Signature : Mustafa AYDIN
7.3. Capacity : General Director of Student Affairs
7.4. Official stamp or seal



8. INFORMATION ON THE NATIONAL HIGHER EDUCATION SYSTEM

The Basic Structure of the Turkish National Education System consists of four main stages as pre-school education, primary education, secondary education and higher education.

Pre-school education consists of non-compulsory programmes whereas primary education is a compulsory 8 year programme for all children beginning from the age of 6. The secondary education system includes General High Schools and Vocational and Technical High Schools.

Higher Education is defined as all post-secondary programmes with a duration of at least two years. The system consists of universities (state and non-profit foundation) and other types of higher education institutions (police and military academies and foundation vocational schools). Each university consists of faculties and schools offering First Cycle (Bachelor's level) programmes (240 ECTS), two year vocational higher schools offering Short Cycle (Associate's level) programmes (120 ECTS) of a strictly vocational nature and also graduate schools administering graduate programmes.

The Higher Education Law No. 2547 is the main law, which governs the higher education in Turkey. All universities (both state and non-profit foundation) are subject to the same law and regulations/rules. All state and non-profit foundation universities are founded by Law. The Higher Education System is regulated by the Council of Higher Education (Yüksek Öğretim Kurulu-YÖK) established in 1981, the Council regulates the activities of higher education institutions with respect to research, governing, planning and organization.

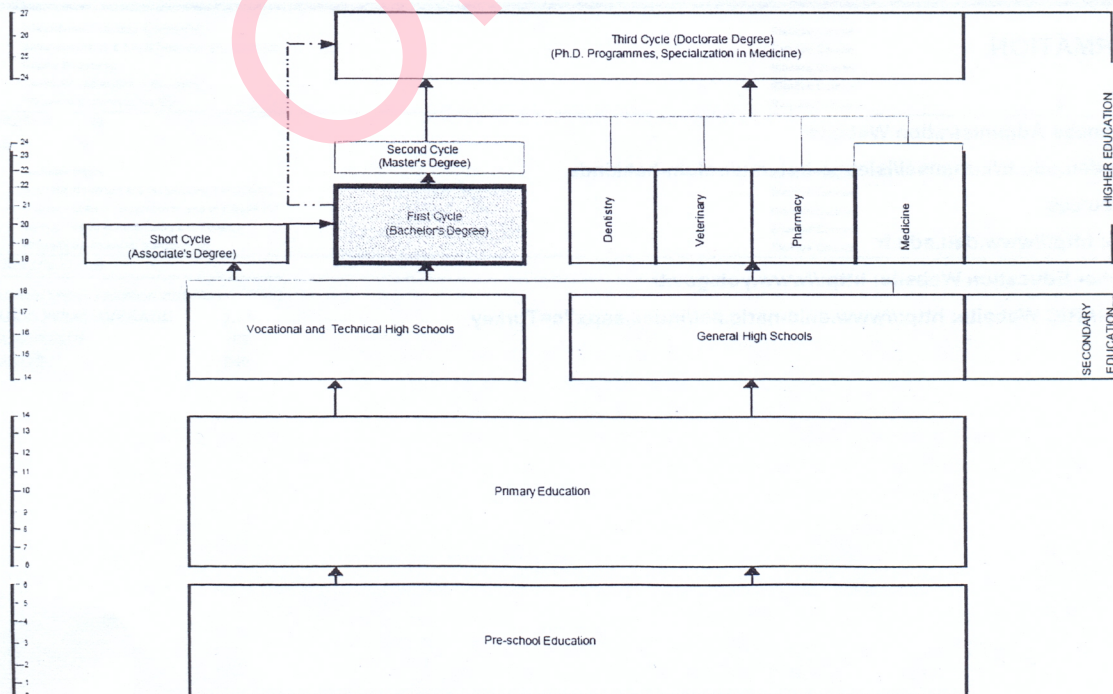
Admission to higher education is based on a nation-wide Student Selection Examination (ÖSS). The examination is held once a year and is administered by the Assessment Selection and Placement Center (ÖSYM). Candidates gain access to institutions of higher education based on their composite scores consisting of the scores on the selection examination and their high school grade point averages.

Graduate level of study consists of the Second Cycle (Master's Degree) and the Third Cycle (PhD/Doctorate Degree) programmes. There are two types of Master's programmes: with or without a thesis. The Master's programmes with a thesis have 120 ECTS and consist of a minimum of seven courses, with a minimum of 21 national credits*, one seminar course, and a thesis. The seminar course and thesis are non-credit and graded on a pass/fail basis. The duration of the Master's programmes with a thesis is four semesters. Non-thesis Master's programmes have 90 ECTS and consist of a minimum of 10 courses with a minimum of 30 national credits and a non-credit semester project. The semester project is graded on a pass/fail basis. Duration of the non-thesis Master's programmes is three semesters. PhD programmes have 240 ECTS and duration of eight semesters which consists of completion of a minimum of seven courses, with a minimum of 21 national credits, passing a qualifying examination, preparing and defending a doctoral dissertation. Specialization in Medicine accepted as equivalent to third cycle programmes are carried out within the faculties of medicine, university hospitals and the training hospitals owned by the Ministry of Health.

Since 2003, a change in the 1996 Regulations on Graduate Education allows Bachelor's degree holders to PhD programmes if their performance at the Bachelor's degree level is exceptionally high and their application is approved. For these students, the theoretical part of the PhD programmes consists of a minimum of 14 courses, with a minimum of 42 national credits.

* The national credit system is based on contact hours (i.e. theoretical or practical hours per week), 1.0 credit stands for each hour of lecture a week and 0.5 credit stands for each hour of laboratory or practical a week.

General Structure of the Turkish Education System



Since 2003, the Bachelor's degree holders whose performance at Bachelor's level is exceptionally high can enlist directly to the Doctoral level programmes.