

7. CERTIFICATION OF THE SUPPLEMENT

7.1. **Date:** 00/00/0000

7.2. **Name and Signature:** Belma GEBEN

7.3. **Capacity:** The Registrar

7.4. **Official stamp or seal:**

8. INFORMATION ON THE NATIONAL HIGHER EDUCATION SYSTEM:

Structure and Degree System

The basic structure of the Turkish National Education System consists of stages of noncompulsory pre-school education; compulsory primary (elementary and middle school) and secondary (high school) education; and higher education. Primary education begins at the age of 5.5 (66 months), lasts eight years and comprises elementary and middle school education, four years each. Secondary education is also four years and divided into two categories as "General High School Education" and "Vocational and Technical High School Education". The entry into these categories is through composite scores obtained from a centralized exam for secondary schools.

Higher education system in Turkey is managed by the Council of Higher Education (CoHE, Yükseköğretim Kurulu-YÖK) which is an autonomous public body responsible for the planning, coordination, governance and supervision of higher education within the provisions set forth in the Constitution of the Turkish Republic and the Higher Education Law. Both state and non-profit foundation universities are founded by law and subjected to the Higher Education Law and to the regulations enacted in accordance with it.

Higher education in Turkey comprises all post secondary higher education programmes, consisting of short, first, second, and third cycle degrees in terms of the terminology of the Bologna Process. The structure of Turkish higher education degrees is based on a two-tier system, except for dentistry, pharmacy, medicine and veterinary medicine programmes which have a one-tier system. The duration of these one-tier programmes is five years (300 ECTS) except for medicine which lasts six years (360 ECTS). The qualifications in these one-tier programmes are equivalent to the first cycle (bachelor's) plus second cycle (master's) degree. Undergraduate level of study consists of short cycle (associate's)-(önlisans derecesi) and first cycle (bachelor's)-(lisans derecesi) degrees which are awarded after successful completion of full-time two-year (120 ECTS) and four-year (240 ECTS) study programmes, respectively.

Graduate level of study consists of second cycle (master's)-(yüksek lisans derecesi) and third cycle (doctorate)-(doktora derecesi) degree programmes. Second cycle is divided into two sub-types named as master without thesis and master with thesis. Master programmes without thesis require 60 to 90 ECTS credits and consist of courses and a semester project. 60 ECTS non-thesis master programmes are exceptional, and exist in a few disciplines. The master programmes with a thesis require 90 to 120 ECTS credits, which consists of courses, a seminar, and a thesis. Third cycle (doctorate) degree programmes are completed having earned a minimum of 180 ECTS credits, which consists of completion of courses, passing a proficiency examination and a doctoral thesis. Specialization in medicine, accepted as equivalent to third cycle programmes are carried out within the faculties of medicine, university hospitals and the training hospitals operated by the Ministry of Health.

Universities consist of graduate schools (Institutes) offering second cycle (master's) and third cycle (doctorate) degree programmes, faculties offering first cycle (bachelor's) degree programmes, four-year higher schools offering first cycle (bachelor's) degree programmes with a vocational emphasis and two-year vocational schools offering short cycle (associate's) degree programmes of a strictly vocational nature.

Since 2003, first cycle degree holders may apply directly to third cycle (doctorate) programmes if their performance at the first cycle degree level is exceptionally high and their national central Graduate Education Entrance Examination (ALES) score is also high and their application is approved. For these students, theoretical part of the programmes requires additional courses of 60 ECTS credits.

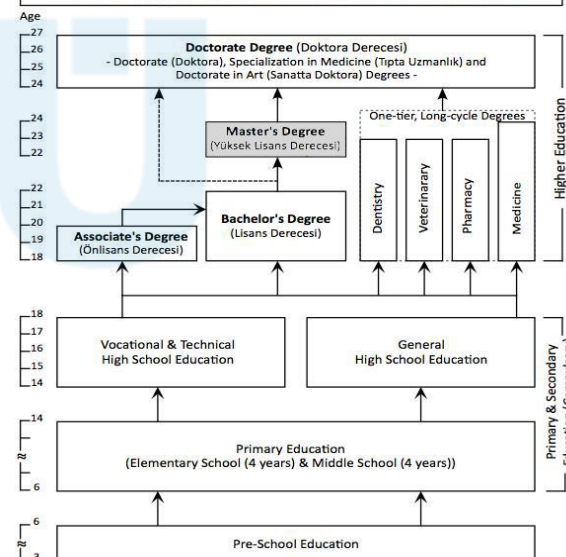
Admission of national students to short and first cycle degree programmes is centralized and based on a nationwide one/two-stage examination(s) conducted by an autonomous public body (Assessment, Selection and Placement Centre-ÖSYM). Candidates gain access to institutions of higher education based on their composite scores consisting of the scores on the selection examination and their high school grade point averages. Admission to graduate programmes is directly conducted by the higher education institutions (HEIs) within the frameworks of the publicly available national and institutional regulations. Admission of foreign students to programmes at all levels of higher education can be done by direct applications of candidates to HEIs based on publicly available national and institutional regulations.

The Turkish National Qualifications Framework for Higher Education (TYYÇ): The National Qualifications Framework for Higher Education in Turkey (TYYÇ) developed with reference to the QF for European Higher Education Area and the EQF for lifelong learning was adopted by the CoHE in 2010. The framework has been developed as a part of a single national qualifications framework, which would eventually consists of 8 level national framework covering all levels of educations on completion of the ongoing work at the national level, in which the higher education levels lie on levels between 5 to 8. The levels of the TYYÇ with reference to the European overarching qualifications frameworks as well as that to ECTS credits and student workload are shown below.

TYYÇ LEVELS, QUALIFICATIONS TYPES AND ECTS CREDITS

Higher Education Levels/Cycles			AWARDS/ DEGREES	LENGTH (Year)	TOTAL ECTS CREDITS (Year x 60 ECTS)	TOTAL STUDENT WORKLOAD (h) (1 ECTS= 25-30h)
QF-EHEA	EQF-LLL	TYYÇ LEVELS				
3	8	8	Doctorate Specialization in Medicine Doctorate in Art	3 (min.)	180 (min.)	4.500 – 5.400
2	7	7	Master's Degree	1 - 2	60 - 120	1.500 – 3.600
1	6	6	Bachelor's Degree	4	240	6.000 – 7.200
Short Cycle	5	5	Associate's Degree	2	120	3.000 – 3.600

GENERAL STRUCTURE OF THE TURKISH EDUCATION SYSTEM



ADANA SCIENCE AND TECHNOLOGY UNIVERSITY

DIPLOMA SUPPLEMENT

Yeşiloba Campus, 01180, Seyhan, Adana, TURKEY

Phone: +90 (322) 455 00 10 Fax: +90 (322) 455 00 09



Diploma No : 000000000

Diploma Date : 00/00/0000

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-judgments, 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):** KÜÇÜK

1.2. **Given name(s):** Ceylan

1.3. **Place and date of birth (day/month/year):** 02/08/1988

1.4. **Student identification number or code:** 136001013

2. INFORMATION IDENTIFYING THE QUALIFICATION

2.1. **Name of the qualification:**

Yönetim ve Organizasyon, Yüksek Lisans

2.2. **Main field(s) of study for the qualification:**

Management and Organization

2.3. **Name and status of awarding institution:**

Adana Bilim ve Teknoloji Üniversitesi, Devlet Üniversitesi
Adana Science and Technology University, Public University

2.4. **Name and status of institution administering studies:**

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:**

Second Cycle (Master's Degree)

3.2. **Official length of programme:**

2 years, 2 semesters per year, 16 weeks per semester, 120 ECTS.

3.3. **Access requirements(s):**

First Cycle (Bachelor's Degree), Acceptable score on an recognized graduate exam, Acceptable score of ALES (centralized graduate entrance exam), Certificate of English Proficiency

4. INFORMATION ON THE CONTENTS AND RESULTS GAINED

4.1. Mode of study:

Full-time

4.2. Programme requirements:

Requirements

This degree is awarded to students who have successfully completed all courses in the curriculum and have a minimum Cumulative Grade Point Average (CGPA) of CB (70).

Objectives

The Goal of department is to provide education for experts who establish, develop and maintain information systems in enterprises in order to facilitate the decision-making process of managers.

4.3. Programme details and the individual grades/marks/credits obtained:

Code	Course Name	Course Category	Grade	ECTS Credit
Semester 1				
MAN-201	Lecture on Specialized Field	Required	BB	6
MAN-501	Management and Organization	Elective	CB	6
MAN-503	Human Resource Management	Elective	BB	6
MAN-507	Turkey and the World Economy	Elective	AA	6
MAN-509	Organizational Communication and Society	Elective	CB	6
MAN-511	Organizational Theory	Elective	BB	6

Code	Course Name	Course Category	Grade	ECTS Credit
Semester 2				
MAN-202	Lecture on Specialized Field	Required	CB	6
MAN-502	Strategic Management	Elective	CB	6
MAN-504	Current Issues in Management	Elective	BB	6
MAN-506	Emerging Economics and Corporations	Elective	AA	6
MAN-508	Risk and Crisis Management	Elective	CB	6
MAN-512	Organizational Behaviour	Elective	BB	6

Code	Course Name	Course Category	Grade	ECTS Credit
Semester 3				
MAN-301	Thesis	Required	CB	24
MAN-302	Thesis	Required	CB	24

Total ECTS Credits : 120
Grade Point Average : 0.00

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

The University grading System uses letter grade. Letter grades and their grade point equivalents are:

Percentage	Course Grade	Grade Points	Definition
90-100	AA	4.00	Very good
80-89	BA	3.50	Good
75-79	BB	3.00	Average
70-74	CB	2.50	Satisfactory
60-69	CC	2.00	Failed
55-59	DC	1.50	Failed
50-54	DD	1.00	Failed
40-49	FD	0.50	Failed
0-39	FF	0.00	Failed
-	NA	0.00	Non-Attendant

S (Satisfactory): denotes the grade given to a student who successfully completes non-credit courses or training.

U (Unsatisfactory): denotes the grade given to a student who fails to complete non-credit courses or training.

NA (Non-Attendant): denotes the grade given to a student who fails to comply with the attendance requirements of the course.

I (Incomplete): denotes the grade given to a student eligible to sit for a mid-term or final exam who fails to sit for a mid-term or final exam due to health reasons or some other reasons accepted by the relevant board of directors.

EX (Exempt): denotes the grade given to a student who is exempt from taking some courses in the curriculum.

Erasmus Transferred Courses (ET): These courses offered at Adana Science and Technology University are considered as equivalent to the courses taken in the participating universities abroad within the context of Erasmus programme and cooperating agreements.

4.5. Overall classification of the qualification:

Genel Not Ortalaması: 2.50 / 4.00 (CB)
Cumulative Grade Point Average: 2.50 / 4.00 (CB)

5. INFORMATION ON THE FUNCTION OF THE QUALIFICATION

5.1. Access to further study:

May apply to third cycle (PhD) programmes.

5.2. Professional status (if applicable):

This degree enables the holder to exercise the profession.

6. ADDITIONAL INFORMATION

6.1. Additional information:

Adana Science and Technology University, Institute of Social Sciences, Department of Management and Organization
<http://sbe.adanabtu.edu.tr/eng/default.aspx>

6.2. Further information sources:

- * University Website: <http://www.adanabtu.edu.tr>
- * Online University Catalogue: <http://bbs.adanabtu.edu.tr>
- * International Relations Office: <http://intoff.adanabtu.edu.tr>
- * The Council of Higher Education web site: <http://www.yok.gov.tr>
- * The Turkish ENIC-NARIC web site: <http://www.enic-naric.net/members.asp?country=Turkey>