

SABANCI UNIVERSITY

INTERNATIONAL STUDENTS GUIDE



FOR
UNDERGRADUATE
DEGREE STUDENTS

2024-2025

#OurStrengthForTheFuture



The information in this booklet is subject to the decisions of Executive Board of Sabancı University and the regulations approved YOK (Higher Education Council).

Throughout your studies at Sabancı University, it is required to follow-up all new and updated arrangements and regulations via our official web site and our intranet page.

www.sabanciuniv.edu

mysu.sabanciuniv.edu

PRESIDENT’S MESSAGE

Dear Students,

Welcome to Sabancı University. We look forward to meeting you on our campus on September 23, 2024, the beginning of the 2024-2025 Academic Year.

You are opening a new page in your educational life with Sabancı University, which is a big family with its students, alumni, academic and administrative staff.

Thanks to our university’s unique system that allows interdisciplinary education, you will learn different disciplines and make the right decisions about the future, and you will have the opportunity to experience scientific and academic studies at world standards. In addition, you will undertake pioneering studies in line with the strategy of “solving selected global and regional problems and training people to solve them”.

You can be sure that all Sabancı University members will support you and be there for you during this process.

I congratulate you once again on joining the Sabancı University family and wish you continued success.

Yusuf Leblebici

President

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WELCOME TO Istanbul, Turkey

As the largest city in Turkey and one of the largest city in the world with a population of 15.1 million, Istanbul is the largest metropolitan area in Europe. The French emperor Napoleon said: “If the world was a single state, Istanbul would be its capital”. İstanbul is a truly magnificent and the only city in the world that spans over two continents; Europe and Asia. You can explore the invaluable historical and cultural heritage this unique city offers within a secure, friendly, multi-ethnic and multicultural environment.

For more information about the related topics please refer to the rest of the guide!



SABANCI UNIVERSITY TUZLA CAMPUS MAP

1. STUDENT RESOURCES / ADMINISTRATION BUILDING
2. SCHOOL OF LANGUAGES
3. INTERNATIONAL RELATIONS OFFICE / SABANCI BUSINESS SCHOOL (FMAN or SBS)
4. FACULTY OF ENGINEERING AND NATURAL SCIENCES (FENS)
5. FACULTY OF ARTS AND SOCIAL SCIENCES (FASS)
6. SUSAM (ART STUDIOS)
7. INFORMATION CENTER (IC) / COLLABORATION SPACE
8. NANOTECHNOLOGY RESEARCH AND APPLICATION CENTER (SUNUM)
9. MAIN GATE AND SECURITY
10. UNIVERSITY CENTER / MAIN CAFETERIA
11. AKBANK / CINEMA HALL / PHOTOBOOTH
MARKET / BOOKSTORE / GIFT SHOP / CIAD / PRAYER ROOM
12. CAREER & INTERNSHIP OFFICE / CENTRAL PLANT
13. PERFORMING ARTS CENTER
14. AMPHITHEATER
15. PRESIDENT'S HOUSE
16. HEALTH CENTER / COMMUNICATION CENTER / SECURITY / LOST AND FOUND
17. NURSERY
18. STUDENT CLUB BUILDINGS
19. ENTREPRENEURSHIP AND INCUBATION CENTER
20. TREATMENT PLANT
21. SPORTS CENTER
22. TENNIS COURSE
23. FOOTBALL FIELD
24. FACULTY HOUSING
25. DORMITORIES





Visa

VISA might be required for citizens of some countries. However, getting a student visa is not compulsory for your registration. A student can come with any type of visa and register at the university. In case you need a visa to enter the country, you will need to visit the nearest Turkish Consulate in your country with your acceptance letter. Important: If your country has a visa exemption agreement with Turkey, you can directly come without a visa.

Please check Turkish Foreign Ministry web page:
<http://www.mfa.gov.tr/visa-information-for-foreigners.en.mfa>

If you are already in Turkey, you can directly register to Sabancı University and apply for a student residence permit after registration. Please get in touch with IRO for residence permit application.

Preparation of Registration Documents

Please be sure that you checked the list and prepared all your necessary documents. You can find the required documents for registration in the e-mail sent by Student Resources. Please bear in mind that university registration will be completed after you both upload registration documents to the online system between September 09 – September 20, 2024, and submit them physically to Student Resources Unit also between the same dates. If, for any reason, you fail to complete the process within the stated period, you will lose your enrollment right to Sabancı University.

Within the registration procedures, you must submit some original documents and their copies to the Student Recourses Unit. Therefore, please be sure that you have brought all the necessary documents and their copies

together with you. If you fail to deliver the required hard copy university registration documents between registration days, your university registration cannot be completed. Due to missing registration documents, your registration can be canceled even if you begin to follow courses.

All the necessary documents for registration need to be in English or Turkish. If the original document is generated in a language other than Turkish or English, a notarized/attested Turkish or English translation of the document with a wet stamp or QR code (by the Consulate or Notary) is also required along with the original. **Please refer to page 11 for the required registration documents.**

Tuition Fee Payment

The tuition fee payment receipt is one of the required documents to register at Sabancı University. Please note that the tuition fee should be paid until September 6, 2024. The following table displays fee amounts for the full tuition, alongside the scholarship rates for 2024-2025 Academic year.

	<u>Fall Term Payment</u> <u>(First Installment)</u>	<u>Spring Term Payment</u> <u>(Second Installment)</u>	<u>Full Annual Tuition</u> <u>(Total)</u>
Non-Scholarship	12.250 USD ^(*)	12.250 USD ^(*)	24.500 USD
25% Scholarship	9.187,50 USD ^(*)	9.187,50 USD ^(*)	18.375 USD
40% Scholarship	7.350 USD	7.350 USD	14.700 USD
50% Scholarship	6.125 USD ^(*)	6.125 USD ^(*)	12.250 USD
60% Scholarship	4.900 USD	4.900 USD	9.800 USD
75% Scholarship	3.062,50 USD ^(*)	3.062,50 USD ^(*)	6.125 USD
100% Scholarship	0 USD	0 USD	0 USD

*2.000 USD pre-registration payment is deducted from the student’s first installments of tuition fee payment. All tuition fees include VAT.

Since international payment transfers can take some time, you may transfer your tuition to the account below right after getting your proforma invoice to register for courses without any delay. Your proforma invoice will be sent to you in the coming days.

All charges belong to the sender; full payment is required.

BANK NAME	AKBANK TAS
BANK SWIFT CODE	AKBKTRIS
ACCOUNT NAME	SABANCI UNIVERSITY
IBAN ACCOUNT NO	TR76 0004 6007 1300 1000 0919 29
BANK ADDRESS	Orta Mah. Üniversite Cad. No: 27 Tuzla/Istanbul
CITY / COUNTRY	ISTANBUL / TÜRKİYE
Receipt Explanation	Name-Surname-ID

Creating an Account for Sabancı University Access

You will receive an e-mail from the Student Resources unit about admission information. In this email you will get your Student ID number and with this ID you can create your account.

With this account you will be able to have access to the SU information system and thus complete your course registration, access to your records, etc.

If you need help, the following link contains useful information for the newcomers to create their account:

[https:// www.sabanciuniv.edu/en/suaccountform](https://www.sabanciuniv.edu/en/suaccountform)

After you create your account, you can log in to the System via the following link:

https://suis.sabanciuniv.edu/prod/twbkwbis.P_SabancıLogin

Important note: You will create your username and password while creating your account. To proceed, the system should see your newly created password as "very strong" at this stage. Your username is also your Sabancı University email address (username@sabanciuniv.edu). After creating your account, please check your Sabancı University email address frequently to be updated.

After you create your account, fill out the required forms via the Information System and upload university registration documents between September 09 – September 2, 2024.

- Student Information Form
- Medical Information Form

Filling the Student Information Form

You must fill out the "Student Information Form" in the Student Information System from the "Forms" section and upload the required documents. The form will be opened between 09 September 2024 – 20 September 2024 parallel to the University registration process. Please note that there is also an Update form in the System. This is the form that you are expected to fill out during the registration days.

Filling the Health Form

To be able to fill out the Medical Information Form, you are required complete below processes.

- Firstly, you need to have below stated blood tests from any private or public health institution:
 - Hemogram (whole blood count test), HbsAg, Anti-Hbs, Anti-Hbc IgG, Anti-HAV IgG, Anti-Measles IgG, Anti-Mumps IgG, Anti-Rubella IgG.
- You need to have a chest x-ray.
- You are required to send the report of the chest x-ray and the blood test results to “sbf@sabanciuniv.edu” and "healthcenter@sabanciuniv.edu" via e-mail.
- For your questions: Health Center phone numbers: +90 216 483 99 48 / 54 / 25

E-mail: healthcenter@sabanciuniv.edu

NOTE: You might face some language barrier issues and a time schedule problem if you choose to obtain these tests from Turkey during the registration week. Thus, we strongly recommend that you obtain these reports from your home/ host country to make your registration easier.

Dormitory Application

Fall semester dormitory applications are open and **will continue until September 4-7th, at 23:59 (GMT+3)**

You will only be able to apply to dormitories after you receive your Student ID which will be provided by Student Resources.

You can access the application form at: <https://dormapp.sabanciuniv.edu/login>

To be able to stay in the dormitories, you must make an online dormitory application and provide all the necessary documents on time. If you do not complete your online application, you will not be provided a room, even if you have a dormitory scholarship. Students with dormitory scholarships will only be placed according to their scholarship room type and room type changes are not allowed.

Please be aware that dorm placements are made according to availability, and you may not always get the room you requested.

Dormitory Placement Dates

Applications will be received online only, and the placement results will be announced here:

<https://dormapp.sabanciuniv.edu/login>

Dormitory Check-in Dates

New international students arriving for the first time can begin checking in from September 14, 2024.

Airport pick-up service from Istanbul Airport will be provided by IRO on 14-15 September.

For more information, please check “How to get to Campus” in this guideline.

Please check the calendar for orientation and registration dates and arrange your travel accordingly.

Documents Required for Dormitory Registration

1. Criminal record (You will be given time to submit it after your arrival. It is related to your residence permit. After you receive the residence permit card, you can obtain your criminal record. However, the students who are Turkish citizen or obtaining Blue Card can provide this document already.)
2. Student residence permit card (For the ones who do not have a Turkish citizenship/Blue Card. If you have one of these documents already, you can provide it.)
3. A copy of passport ID page

- The required documents must be uploaded to the system in PDF, JPG, DOCX or DOC formats.

- Criminal Record document can be obtained from E-Devlet system. For the students who have Turkish citizenship or Blue Card, you can download it directly. For the students who will get a residence permit card, the dorm management gives you time until you receive the card itself.

- Criminal record and the student residence permit card must be obtained within 1 month following the application date at the latest. Your documents must be valid and taken in the last 3 months.

- Student residence permit card is a must for the international students who do not have Turkish citizenship/

Blue Card. The students who have Turkish citizenship/Blue Card can leave this part as empty.

- The required documents cannot be submitted as printouts. You must upload them online.

- Document upload link: https://mysu.sabanciuniv.edu/apps/ots/yurt/app_docs/

Rooms and Amenities

- All rooms are equipped with personal internet connections, Wi-Fi and internal-only phone lines for each room. Other furnishings include large desks, desk lighting, reading lamps in bunk beds, closets with drawers, and well-ventilated bathrooms and toilets.

- Rooms are designed to accommodate 2, 3 or 4 occupants and allow all residents to study and rest at any time without disturbing each other, even if they are in the same room.

- There are study rooms available on all floors and a TV room in each hall. Water dispensers on all floors provide hot and cold water at all times.

- Cleaning personnel clean rooms and bathrooms on a schedule determined by the university and collect trash daily. Students are responsible for making their beds and keeping their desks tidy.

- Students are required to bring all personal hygiene and care items (shampoo, soap, towels, toilet paper, toothpaste, detergents and others). Students can wash their personal items free of charge in the fully automated washing and drying machines located in the laundry rooms, and use the facilities provided for ironing.

- Bedding (pillows, comforters, sheets, mattress protectors) is provided by the university. Students may exchange used linens with clean ones once a week and at announced times.

- There are accessible rooms for students with disabilities.

IMPORTANT: Once you arrive, beside the documents listed above, you are supposed to provide a payment slip for the housing and deposit for the dorm. You can make payment after your arrival at the AKBANK branch available on campus. Payments are done in Turkish Lira. The fees can be displayed via link here: <https://dorm.sabanciuniv.edu/en/dormitory-fees>

A deposit fee (18.000 TL) is charged at the beginning of the fall semester from students who are placed at a dormitory room. The deposit fee is returned to the bank account of the students at the end of the spring semester.

Bank transfer or credit card payments are not accepted. Please note that you will need a Tax Number to make your dormitory payment. You can read more on Tax Number in this guide. IRO will assist you to get a tax number right after your arrival.

Webpage: <http://dorm.sabanciuniv.edu/> Contact: yurtlar@sabanciuniv.edu

SABANCI UNIVERSITY DORMITORY MAP



Dormitory (Dormitory Area)

Room number, key, room changes, damage in the room and all other problems and questions concerning the dormitories. Please contact with your dormitory staff.

Dormitory General Email:
yurtlar@sabanciuniv.edu

Dormitory Night Staff

Office: B1-G042 / B11-G035 / A4-G0
(0216 483 9932-9935-9945)
Email: yurtlargece@sabanciuniv.edu

How to get to campus?

Important : The International Relations Office (IRO) will offer airport pickups on September 16-17 from Istanbul Airport (IST) exclusively. You will receive a form in September to provide your flight details, so please plan your flight accordingly. Please note that there will be no pickup service available from Sabiha Gökçen Airport (SAW) as it is only a 20- minute drive from the campus. In addition, you can reach the campus by selecting one of the transportation methods we have recommended below.

FROM ISTANBUL AIRPORT (IST) TO CAMPUS:

We highly recommend you exchange your money while you are at the airport or beforehand and have Turkish Liras in cash since you will need it while using any kind of transportation services.

- Taxi from Istanbul Airport to Sabancı University Tuzla Campus (Cost in total: ~2000 TL):

If you take the taxi to the campus, it should cost around 2000 TL. Please note that prices for bridges and paid roads are not shown on taximeters. They are added to taximeter prices later, when you are making the payment. There are also price tables inside the airport that offer a more standardized version of costs for taxis. For estimating taxi costs, you can use mobile apps like BiTaksi or Uber.

- Havaist Shuttles (24/7): (Cost in total: ~300TL)

- 1st Step: Take Havaist Shuttle (HVIŞT-13 - SABİHAGÖKÇEN(SAW)) from Istanbul Airport – get off at Sabiha Gökçen Airport Station (110 minutes) (Cost: 172 TL)

FROM SABIHA GOKCEN AIRPORT (SAW) TO CAMPUS: (Cost in total: ~ 350TL)

Because Sabancı University is very close to the SAW airport and there is no direct transportation available, we kindly recommend you consider taking a taxi.

FROM CITY CENTER TO CAMPUS:

You can reach Sabancı University using public transportation or the GÜRSEL shuttle service. For the schedule of the private shuttle service, click on this link: <https://www.sabanciuniv.edu/en/shuttle-hours> For public transportation, click on this link: <https://www.sabanciuniv.edu/en/shuttle-hours> Additionally, you can use the (Moovit) or (MobiT) mobile applications for different alternative routes to the university.

If you are coming with your own private vehicle, you can review the routes in this link: [https:// www.sabanciuniv.edu/en/transportation-campus-car](https://www.sabanciuniv.edu/en/transportation-campus-car)



How to Get a Student ID card?

Upon arriving on campus, temporary ID cards will be provided by the security personnel at the entrance gate by September 14. The security at the entrance will check your passport to hand over the temporary ID card. You will be able to obtain your official student ID card after completing your online university registration. You must upload a proper passport size photo along with university registration documents to the online system. Once you complete your registration process, your card will be printed, and once it's ready, you will receive an email to pick up your Student ID card. To collect your official student ID card, please proceed to the D2 building in the Dormitories area (lower level of the Health Center) and submit your temporary ID card.

The Student ID card will be used not only for identification purposes, but also to benefit from campus facilities, such as Information Center services, transportation, cafeteria, sports center, photocopy and printer facilities etc.

Orientation Days

The orientation is a great chance to learn practical and legal information and to meet other students. The Orientation Days will be on September 19th -20th. The details of the program will be sent by Sabancı University. Please make sure to check your SU emails and attend all the orientation program.

Registration at Sabancı University

To enroll at Sabancı University, you are required to both upload registration documents to the online system between September 9 – September 20, 2024, and submit them to the Student Resources Unit between September 9 – September 20, 2024. If, for any reason, you fail to complete the process within the stated period, you will lose your enrollment right to Sabancı University.

Required Documents and Forms for Registration at Sabancı University

Below stated documents are required to be submitted to Student Resources Unit in person in the enrollment period.

- Original Test score (SAT*, ACT, IB, GSSC, GCE, ATESTAT, WASSCE, EHEE etc.) (if any) - SAT exam results must arrive at Sabancı University through the Collegeboard with the institution code 7100 before registration.
- Original High School Diploma/Graduation Certificate
- Copy of High School Diploma/Graduation Certificate
- Original High School Transcript (showing subjects taken and grades received from all secondary school years attended)

- Copy of High School Transcript

- Equivalence Letter / Certificate (Denklik) for High School Diploma
A letter certifying that your High School diploma is equivalent to a Turkish High School Diploma. Please obtain this document before coming for the registration. A High School Diploma Equivalency must be obtained before arrival in the countries with an Education Attaché at the Consulate/Embassy of the Republic of Turkey.)

If you apply for an equivalency certificate, the Equivalency Bureau or Education Attaché at the Consulate/ Embassy of the Republic of Turkey may keep your original documents for a while. In such cases, you may get attested versions of your documents from a notary or consulate and bring them. But all such documents should be with wet stamps, photocopy is not accepted.

Applying for the equivalency certificate is solely the student’s responsibility, but International Relations Office (IRO) will soon provide a detailed guideline regarding the equivalency application process in Turkey. Please stay in contact with the office for your questions: irolegal@sabanciuniv.edu

- Original Passport and photocopies of the pages with photo, visa and entry-exit stamps
- Original and Copy of the Residence Permit (if any)
- Turkish ID Card and its Copy (only for Turkish citizens)
- Blue Card and its Copy (only for those who quit from Turkish citizenship)
- National and/or International Foreign Language Proficiency Exam Result (if any)
- One Passport-Size Photo (Should be uploaded only as .jpeg format, size 4.5x6 cm width 300px-1000px and max. 1 MB size)
- Original and Copy of the Notarized Parental Consent Letter (for those who are under 18 years old) (Please note that, even if you become 18 right after the registration period, you are still required to submit a parental consent letter)

Note: If you are under 18 years old and both of your parents can physically present at the time of University registration, you do not need to submit a Notarized Parental Consent Letter instead your parents will give a

EXEMPTION FROM ELAE (Sabancı University English Proficiency Exam) / ENGLISH PREP SCHOOL

The medium of instruction at Sabancı University is English. To start their faculty studies, all newly registered students are required to pass both stages of the English Language Eassessment Exam (ELAE), Stage 1 and Stage 2, unless they submit one of the accepted English Language Proficiency exam certificates with a valid score. The students who can certify that they have passed one of the national and/or international foreign language examinations at a level determined by the university are entitled to begin undergraduate programs. “Home edition” and “online versions” of the external exam documents obtained from abroad, will not be accepted.

Exams taken in Turkey must be taken from a public university.

The following international exams and minimum scores will exempt students from the SU Foundation Development Year (FDY).		
Exams	Validity	Minimum Scores
PTE Academic	2 years	71 (Minimum score should be 67 from each part)
TOEFL IBT		85 (MyBest scores are not accepted)
CAE	3 years	C
CPE	3 year	
YDS	5 years	90
Those who have completed their high school education in an English-speaking country, such as the USA, Canada or England, can also be exempted from the Foundations Development Year if they have attended for the last three years an institution that the citizens of the country concerned attend.		

The deadline for submission of external English Language Proficiency Exam results for international students is the **17th September 2024**.

INFORMATION ON THE ELAE (Sabancı University English Proficiency Exam)

Students who do not have a valid national or international proficiency exam must take the ELEA. Your name will be on the exam list automatically, you do not need to register for the exam. ELAE has 2 stages: ELAE 1 and ELAE 2. Both ELAE Stage 1 and 2 will be held face-to-face at Sabancı University Tuzla Campus.

If you fail in ELAE stage one or two, you will be placed in English Prep School depending on your level. Important: Have your ID with you during the exam and be there 30 minutes before the start.

• STAGE 1 EXAM DATE, TIME, AND PLACE

Monday, September 16th, 2024 / 09:30 – 11:00 AM / FENS G077
Stage 1 exam results will be posted on Sabancı University's external web page on September 16th, at 09:00 pm.

• STAGE 2 EXAM DATE, TIME, AND PLACE

Tuesday, September 17th, 2023, 09:30- 15:00 / / FENS G077
09.30 – 11:00 Writing
11:00 – 12:00 Listening
12:00 – 13:15 Lunch
13:15 – 15:00 Reading
Stage 2 exam results will be posted on Sabancı University's external web page on September 18th, at 10:00 pm.

Please see the exam details from the registration process guide you have been sent by Student Resources.

You can find detailed information about the ELAE exam and sample exams from the link below. <https://sl.sabanciuniv.edu/elae>

If you do not want to go through the exam stress upon your arrival, we suggest that you take one of the above-mentioned international exams and submit it during your registration.

Foreign ID Number

As per recent regulations, every foreign resident must have an identity number given by the Turkish republic, just like a Turkish citizen. This number is used in the Information System as well. This number is used while producing a student certificate, during graduation, etc. After obtaining the residence permit, officially you receive this number and are required to inform Student Resources by submitting a both sided copy of your residence permit. Your Foreign Identity Number will be an 11-digit number starting with 99 or 98. Until you obtain this number you may use your YOK Number for necessary procedures. YOK number is also called foreign identity number. However, some legal procedures also require you to obtain a residence permit card number.

(The students who have Turkish citizenship/blue card do not need to obtain a foreign identity number.)

How to Get a Tax Number?

The tax number is necessary to make important payments, such as the residence permit fee, opening a bank account, or registering your mobile phone. Once you receive your residence permit card, you will have your foreign ID number. You can use your foreign ID number for all legal issues, however until you receive it, the tax number is the ID number you should be using for financial arrangements.

Necessary documents:

1. A Turkish phone number
2. Passport ID page scan (pdf, doc or jpeg format less than 1Mb) There are two ways of acquisition of tax number:

Important: If you already have a residence permit card or Turkish citizenship/blue card, you can use your Turkish ID Number instead of tax number.

How to Register Your Mobile Phone in Turkey

If you have brought your own mobile phone to Turkey, you must register it within 120 days after your last entry date to Turkey. If you do not do it, your phone will be blocked from Turkish mobile phone networks by the end of 120 days. For more information on how to register your mobile phone, please check:

<https://iro.sabanciuniv.edu/en/students-guide>

How to get Istanbul Card

Istanbulkart is the public transportation card of Istanbul, the cheapest and the most efficient way to get around Istanbul. You can access the whole public transportation system of Istanbul via this single transportation card.

You can purchase the Istanbulkart from over 2,000 points such as subway, tram, ferry, metrobus and funicular stations via the yellow/blue vending machines or ticketmatics, and via kiosks located by most of the public buses' stops.

There is also a mobile app for the Istanbulkart, where you can use and load credits online.

To access discounted and low-cost public transportation in Istanbul, you need to apply for a Student Istanbul Card. To apply for an Student Istanbul Card, please visit the following page:

[https:// bireysel.istanbulkart.istanbul/](https://bireysel.istanbulkart.istanbul/)

During the application process, you may be required to provide your student certificate and student ID card.

Residence Permit Application

This guideline provides summary information about residence permits. To obtain detailed and current information and to initiate your residence permit process, please read the LEGAL GUIDELINE sent to your personal email address by irolegal@sabanciuniv.edu.

Students enrolled in an academic program in Turkey for 3 months or longer are obliged to acquire a student residence permit as per the Law on Foreigners and International Protection. The Student Residence Permit gives you the right to stay in Turkey during your study period. All international students, regardless of their status, are required to apply for the student residence permit within a month upon their arrival in Turkey.

To do this, you need to make an online residence permit application and submit your files to the International Relations Office. The IRO will guide you through the process and provide you with the related information taken from the Istanbul Immigration Office. It is your responsibility to prepare all the documents and submit them to the International Office on time. You must complete the required documents after the registration so that you can submit your hard copy application file to the International Relations Office immediately. If you do not provide all the documents on time, you may encounter legal problems such as paying fine or deportation.

For more information: irolegal@sabanciuniv.edu

INFORMATION FOR FIRST-YEAR STUDENTS

The Foundations Development Program

The Foundations Development Program consists of two important educational stages, Foundations Development Year (FDY) and the University Courses that constitute a mandatory core curriculum for all Sabancı University students irrespective of their choice of program specialization.

During FDY a condensed English education program is performed, starting from basic, intermediate, and upper-intermediate levels. FDY language courses and related exams are offered by the School of Languages. To gain exemption from FDY, students must be successful in English Language Assessment Exam (ELAE) or Exemption Exams from the FDY as mentioned in the above sections.

Students who gain FDY exemption become first-year students. All first-year courses are University Courses, however there are also other University Courses in later years of instruction. The Freshman University Courses which must be taken by first-year students are one of the fundamental elements supporting the structure of our interdisciplinary approach in the absence of traditional departments. This mandatory core-curriculum structure introduces students the basics of science, academic skills, and knowledge about the world around them that would not only equip them for the challenges of the future but would also lay the foundations of an interdisciplinary approach that will be necessary in their faculty courses and informed choice of specialization.

For more information: <https://fdd.sabanciuniv.edu/>



Turkish Language Courses

The language of instruction at Sabancı University is English (with only few exceptions). Still, learning some Turkish can be especially useful and you can find some opportunities to gain experience in this language. Basic Turkish I (TUR 101), Basic Turkish II (TUR 102), Intermediate Turkish I (TUR 201), Intermediate Turkish II (TUR 202) are Turkish courses which are offered at the university.

Please contact: Selen Ulusay - selen.ulusay@sabanciuniv.edu

CENTER FOR INDIVIDUAL AND ACADEMIC DEVELOPMENT (CIAD / BAGEM)

Center for Individual and Academic Development's (CIAD) mission is to support the academic and individual development of our students and allow them to reach their goals by providing them access to the University facilities.

Academic Support Program

Academic Support Program (ASP) is a student support unit, part of the Center for Individual and Academic Development (CIAD), aiming to develop a healthy and sustainable learning environment. ASP provides various active learning activities to Sabancı University (SU) students helping them to fully benefit from the university facilities and increase their academic performance. Students take responsibility in every aspect of the program and activities are developed with their active engagement.

Participation in ASP activities is voluntary. Every year 50% of all freshman students benefit from ASP and enhance their academic and individual achievement. ASP provides academic support mainly for University.

ACADEMIC SUPPORT PROGRAM University Center, First Floor Room: UC1001
Phone: +90 216 483 9496
Fax: +90 216 483 9480
E-mail : adp@sabanciuniv.edu Web: <http://adp.sabanciuniv.edu> Facebook: AdpASP Instagram: adp_asp

Advisory System

The aim of the Advisory System is to help the students in getting used to social and academic life at SU, to assist students in major field and course selections, curricula and other academic matters and refer them to appropriate units and resources at the campus when necessary. There are several types of advisors to assist our students with their alternating needs during their university life.

Our aim is to facilitate:

- Participation & Socialization Knowledge & Experience Sharing
- Communication & Teamwork
- Building of University Culture

Until major field selection, CIAD Counselors (BADA's) aim to support all undergraduate students starting from their first year in terms of individual, academic and social development by enhancing their understanding of the university experience holistically. BADA's main aim is to raise awareness about students' own needs, guide them towards their goals, and broaden their perspective.

Mentors

CIAD (Center for Individual and Academic Development) assigns a mentor to support you after your arrival. You are matched with a student as your mentor who can offer additional information about the Sabancı University community, academics, and cultural information. CIAD will inform you about the contact information of your mentor, before your arrival. You can reach your advisors contact information through the SU Bannerweb page.

Where is CIAD?

University Center, First Floor Room: UC1039
Phone: +90 216 483 9299
Fax: +90 216 483 9480
E-mail : bagem@sabanciuniv.edu Web: <http://ciad.sabanciuniv.edu/>

Erasmus+ & Exchange Programs

Sabancı University has Erasmus+ and exchange agreements with over 280 partner universities worldwide. Click here to view our list of partners: <https://iro.sabanciuniv.edu/partnership>
E-mail: suoutgoing@sabanciuniv.edu



Career and Internship Office

We are prepared to support you in every phase of your development journey from your first day at school to your commencement so that you can maximize your career and professional development potential.

Website: <https://career.sabanciuniv.edu/en> Email: career@sabanciuniv.edu

Health Center

At our center, 3 psychologists, 2 psychiatrists, and 3 doctors work full-time. Medical consultations at the health center are also free of charge. Medication is provided under health insurance coverage.

Students with Special Needs Support Unit

Students with Special Needs Support Unit aims to provide:

- Support to all Sabancı University students with a temporary or a permanent physical or psychological disability in their lives,
- Create a supportive environment for students' academic, social, and personal development,
- To raise awareness about disability for all the individuals and units under the roof of Sabancı University.

Our unit bases all processes on the equality principle and targets an equal university education based on rights for special needs students. Adopting the equality principle, the unit provides the necessities for academic processes, supports housing needs, and grants access to university life.

For further details please visit; <https://www.sabanciuniv.edu/en/student-special-needs-support-unit-ssn>

For appointment please contact: specialneeds@sabanciuniv.edu.

Health Insurance

Sabancı University provides private health insurance (Ak Sigorta) to all degree-seeking students during their study period. You can utilize your health insurance at hospitals that have an agreement with Ak Sigorta.

To utilize your health insurance, you should initially visit the Health Center on campus. They will direct you to the hospital. Subsequently, you can utilize your health insurance at the hospital to which the Health Center refers you.

If you have a chronic condition, make sure to consult the health center regarding whether your health insurance covers the expenses for examinations or medication. Private health insurance is valid only at hospitals specified in the policy. You may need to obtain general health insurance to benefit from state hospitals. You can request a copy of your health insurance policy by sending an email to irolegal@sabanciuniv.edu starting from the week after your enrollment at the university.

Health Center Email: healthcenter@sabanciuniv.edu

Phone: +90 (216) 483 99 23



Wireless Network Access

Sabancı University wireless network provides secure network access in campus buildings. You can connect to the SABANCIUNIV wireless network with your SU-Net credentials. EDUROAM network is also available to use on campus.

To access IT related services (such as connecting to the wireless network or accessing emails, SIS etc.), you need to create your SU-Net account from <https://www.sabanciuniv.edu/suaccountform>

MySU+

This application is designed for the Sabancı University community, offering all members access to essential information about campus life. Simply log in to your MySU account using the SEmail and password provided upon registration.

MySU+ enhances your campus experience with features including finding people easily through the Directory, managing your SUTicket, monitoring your SUCard balance and details (for meals, transportation, photocopying), quickly accessing your Course Schedule, staying informed with Announcements, engaging in Events, keeping track of the Academic Calendar, participating in CampusNET posts and comments, staying updated on Shuttle hours, checking the Daily menu, locating Emergency Phones, and accessing Service providers effortlessly. MySU app is available on Google Play and Apple Store. Web access: mysu.sabanciuniv.edu

Student Clubs

Currently, we have nearly 50 student clubs catering to various interests. To access all clubs and follow their dedicated social media pages, click here: <https://clubs.sabanciuniv.edu/en/clubs>

The Instagram page where all club activities are announced:

<https://www.instagram.com/sabanciuniclubs/> Contact: clubs@sabanciuniv.edu.

Sports Activities

Running, basketball, tennis, climbing, or soccer: If you are at Sabancı University, you are free to choose any sports discipline you prefer! We compete in various university leagues with an average of 35-40 teams each year.

The Instagram page where all sports activities are announced: <https://www.instagram.com/sabanciunispor/>

Website: <https://www.sabanciuniv.edu/spor/en>

Within the Sports Center, our fitness facility spans 400 square meters and features 15 fully functional, touchscreen-enabled treadmills equipped with internet, television, USB, and iPod capabilities. Additionally, there are 17 various cardio equipment, 19 weight stations, 5 multi- functional weight equipment, and an array of free equipment available.

The Main Hall of the Sports Center is a multi-purpose sports facility with a seating capacity of 1200, suitable for basketball, volleyball, and handball sports.

Performing Arts Center (SGM)

Sabancı University Performing Arts Center stands as the largest conference and art center on the Anatolian side of Istanbul, offering art enthusiasts a vibrant year-round program filled with concerts and performances by distinguished artists and bands.

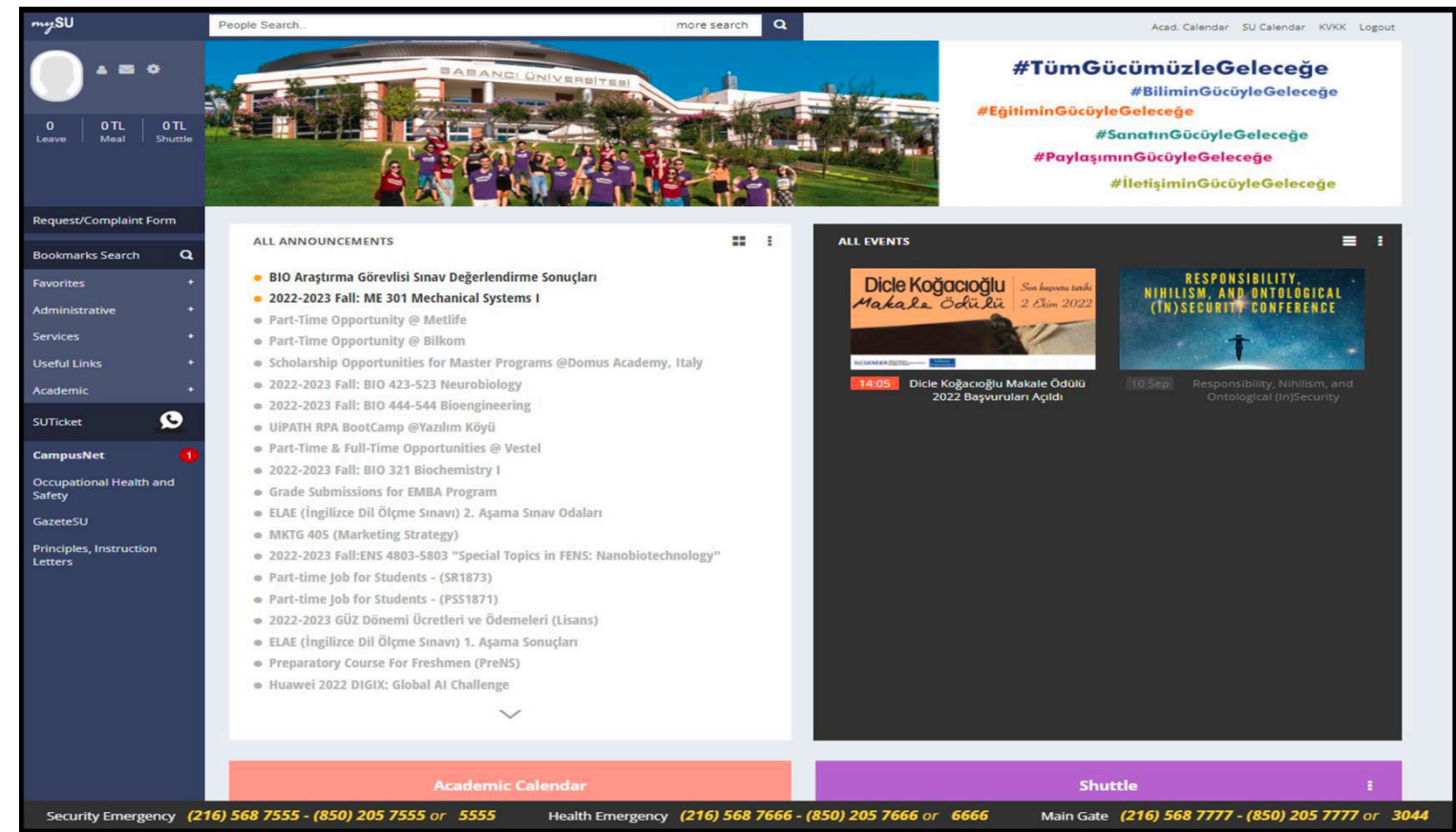
You can access all the events through this link: <https://sgm.sabanciuniv.edu/en/all-events>

Information Center (IC)

The IC has a seating capacity of 700 and accommodates 300,000 volumes on its shelves. Within the Center, there are 10 group study rooms, along with 82 electronically equipped individual study carrels. Sabancı University members can access the internet via wireless connection using computers and mobile devices, utilizing a total of 480 internet connection ports and search terminals available within the IC.

Web: <http://www.sabanciuniv.edu/bm/en>

Opening hours: Fall-Spring Term: 24 hours Semester Break-Summer Term: 08:30 - 23:45





WHAT IS WHERE ON CAMPUS

Student Resources Unit (Administration Building)

Enrollment, course registration, correction of enrollment errors, student ID card, student certificate, name or address, transcripts, scholarship for current students, tuition fee payments.

Tel : +90 (0) 216 483 9058

E-mail : sr@sabanciuniv.edu

Student Activities (University Center 1098)

Student Clubs

Tel : +90 (0) 216 483 9457

E-mail : clubs@sabanciuniv.edu

Sport Activities (Sports Center)

Facilities, sports team, hall of fame, sports courses, tournaments and reservations.

Tel : +90 (0) 216 483 9064/47/44

E-mail : spor@sabanciuniv.edu

International Relations Office (SBS 1168)

Residence permit, equivalency certificate, tax number, visa issues:

Tel: +90 (0) 0216 483 9397 E-mail: irolegal@sabanciuniv.edu

Trouble-shooting for other problems not handled elsewhere.

Tel : +90 (0) 216 483 9100

E-mail : degree-incoming@sabanciuniv.edu

Center for Individual Academic Development (University Center, 1st floor)

Academic Support Program, CIAD Counselors , Special Need Student Support, Writing Support (provided by Academic Communication ac@sabanciuniv.edu)

Tel : +90 (0) 216 483 9299

E-mail : bagem@sabanciuniv.edu

Web: ciad.sabanciuniv.edu

Information Center

Books, databases, journals, newspapers, multimedia, reserve/e-reserve, digital collections such as E-books, SU Research Database, group study and multimedia rooms, Super Silent Study Room.

Collaboration Space: 3D printers, 3D scanners, VR, electronics, music studio, prototyping tools, craft and hardware supplies and more....

<https://www.sabanciuniv.edu/bm/en>

Tel : + 90 (0) 216 483 9218

E-mail: reference@sabanciuniv.edu

Career Development Unit (Administration Building Room Go26-27)

Career development workshops, company/sector presentations, basic information and personal development seminars and practice sessions.

Tel : +90 (0) 216 483 9354

E-mail : intern@sabanciuniv.edu career@sabanciuniv.edu

Communication Center

Location: Ground floor of the D2 Building.

Tel : + 90 (0) 216 483 9915

E-mail : tmpmbox02@sabanciuniv.edu

Call Center

<https://suticket.sabanciuniv.edu>

All problems related to living on the campus.

Tel (on campus): 9988

Tel (of campus) : + 90 (0) 216 483 9988

Dining Hall (University Center)

University Cafeteria (breakfast, lunch, and dinner are served. More than 30% discount for four plates of food by putting money into the Student ID Card).

E-mail : yemek@sabanciuniv.edu

Health Center (D2 Building, 2nd floor)

Preventive medical services, medical treatments, immunizations, emergency services laboratory, supply of medicine, basic health care and health insurance information.

Health Center Phone: 0216 483 9925-48-46

Emergency Phone:(calling from campus):6666

Banking(University Center)

Payments, opening a bank account and ATM services.

Working hours:

Mon-Fri 8.30-17.00

Homer Bookstore (University Center)

Newspapers, magazines, English and Turkish texts, course books and stationary.

Working hours:

Mon-Fri 8.30-17.00

ŞOK Minimarket (University Center)

Greengrocer and food.

Working hours:

08.30 – 19.30 (Everyday)

Cemil Copy (University Center)

Photocopying service

Working hours:

Mon-Fri 08.30 – 17.00 Saturday: 09.00 – 16.30

Gürsel Shuttle Office (shuttle departure area on campus)

Putting money into the Student ID Card for transportation.

Office hours: 8.30-17.30 (Everyday)

Shopping Center

Via Port is an open-air concept shopping mall and a living center close to Sabancı University. You can find there famous brands, restaurants, cafes, banks and anything you may need. You can see the shuttle schedules from the following link: <http://www.sabanciuniv.edu/en/transportation/shuttle-hours>.

IT Support Center

(Behind the Information Center)

All IT related needs (requests about SU-Net credentials, accessing to the Internet etc.)
<https://suticket.sabanciuniv.edu>

Performing Arts Center (Near the lake)

Art performances such as operas, theater plays and concerts enhancing the quality of life of the entire community.

E-mail: sgm@sabanciuniv.edu

Hair Dresser (D2 Building, 1st floor)

Beauty Salon

Working hours:

Mon-Fri 08.30 – 19.30 Saturday: 09.30 – 17.00



LIVING IN ISTANBUL

Moving to a new city, especially one as dynamic and diverse as Istanbul, is super exciting but can also feel a bit overwhelming. Don't worry—we've got you covered! Here's your go-to guide for living in Istanbul, packed with everything you need to know to make the most of your time here.

Public Transportation

- 1. Shuttle:** The university offers convenient shuttle services that connect the campus to key locations across Istanbul. These shuttles are a great option for commuting between the city and campus. You can find the shuttle schedules and routes on: <https://www.sabanciuniv.edu/en/shuttle-hours>
- 2. Metro&Marmaray:** The Marmaray line connects the Asi anand European sides, making it easy to travel between the two. The M4 metro line is crucial for students on the Asian side, with connections to key areas like Kadıköy.
- 3. Buses&Minibuses:** Convenient for short distances, especially in neighborhoods not serviced by the metro. Beware of rush hour (8-10 AM and 5-7 PM), as traffic can be intense, particularly on the bridges.
- 4. Ferries:** A scenic and relaxing way to cross the Bosphorus,with major terminals in Kadıköy and Üsküdar connecting tothe European side.

• Get Your Istanbul Kart

This magical card is your ticket to the city, working on buses, trams, ferries, and metros. You can even use it for public restrooms!(Don't forget to download its' app that you can use it as a digital card.)

Traffic Alert:

Istanbul's traffic can be intense, especially during rush hours (8-10 AM and 5-7 PM). Save yourself some stress and stick to public transport or enjoy a ferry ride during these times!

Popular Neighborhoods

Kadıköy & Moda: The cultural hub of the Asian side, full of cafes, bookstores, and a vibrant nightlife. Perfect for students looking for a mix of modern and traditional Istanbul.

Beyoğlu & Taksim: Central areas packed with history, culture and entertainment. Istiklal Avenue is a must-visit, filled with shops, galleries, and street performers.

Üsküdar: A historic area with stunning views of the Maiden's Tower. It's quieter than Kadıköy, but with easy access to the European side via ferry.

Besiktas: A lively neighborhood close to universities and popular among students. Offers a mix of shopping, dining, and nightlife, with the famous Beşiktaş Fish Market and many affordable eateries.

Galataport - Karaköy: Galataport Istanbul is set to transform this historical city harbor into a world-class cruise liner port and touristic destination, while opening the promenade to public use for the first time in approximately two centuries. With its accessible low-rise buildings, an architectural design that embraces the historical tapestry of the area, broad range of transport options and more, Galataport Istanbul offers a breathing, healthy and safe environment for culture & arts, work, shopping and dining. Galataport Istanbul houses the finest works of modern art in Turkey with the Istanbul Museum of Modern Art and Mimar Sinan University Istanbul Museum of Painting and Sculpture, both of which are located inside its premises.

Must See Places and Activities

Bosphorus Cruise: Experience Istanbul from the water. Cruises are available from Kadıköy, Üsküdar, and Eminönü, offering stunning views of the city's skyline.

Hagia Sophia & Blue Mosque: Located in the heart of Istanbul's historic Sultanahmet district, these iconic landmarks are a testament to the city's rich history. The Hagia Sophia blends Byzantine and Ottoman architecture, while the Sultanahmet Mosque, also known as the Blue Mosque, stands as a stunning example of classical Ottoman design. Both are must-visits for anyone new to Istanbul.

Prince Islands: A short ferry ride from the Asian side, the islands are car-free and perfect for cycling, walking, and enjoying the peaceful surroundings.



Shopping and. Entertainment

• Shopping:

Grand Bazaar: One of the oldest and largest covered markets in the world, perfect for buying souvenirs, jewelry, and spices.

Bagdat Street: A long avenue filled with high-end shops, cafes, and restaurants. Popular among locals for shopping and socializing.

Emaar Square Mall: A modern shopping center in Üsküdar, featuring international brands, restaurants , and an aquarium.

• Restaurants:

Çiya Sofrası: A legendary spot for traditional Turkish cuisine, Çiya Sofrası offers a diverse menu of regional dishes, including various kebabs and mezes. It's renowned for its authentic flavors and affordable prices.

Bazlama Kahvaltı: For a delightful serpme kahvaltı(Turkish breakfast), Bazlama Kahvaltı is the place to go. Located on Bagdat Street, it offers a rich spread of traditional breakfast items, including cheeses, olives, jams, and fresh bread. The best part? All dishes are served unlimited until you're full, all included in a fixed price per person.

Ravi Restaurant: If you're craving Pakistani cuisine, Ravi is the place to be. Known for its flavorful biryani, succulent kebabs, and rich curries, it's a favorite among the South Asian community in Istanbul.

Arada Cafe: A cozy Middle Eastern cafe known for its delicious hummus, falafel, and shawarma. It's a great spot to experience the flavors of Lebanon and beyond, without venturing too far from a student-friendly budget.

Museums

Istanbul Modern: Dive into contemporary art at Istanbul Modern, featuring works by Turkish and international artists. The museum offers free admission on Thursdays and discounted tickets are available for students.

Sakıp Sabancı Museum (SSM): Explore a fantastic collection of Turkish and Islamic art at this beautiful museum. Great news—entry is free for Sabancı University students!

Pera Museum: Located in a historic building, Pera Museum showcases a rich collection of Orientalist paintings and rotating exhibits across various genres. The museum offers free entry on Fridays from 6:00 PM to 10:00 PM and discounted tickets are available for students.

Usefull Apps and Links

- 1. Bitaksi:** A popular app for booking taxis. It's similar to Uber and is widely used in Istanbul.
- 2. Getir & Yemeksepeti:** Apps for grocery and food delivery, offering a wide range of restaurants and stores.
- 3. Google Maps:** Essential for navigating the city and checking real-time traffic.
- 4. e-Devlet:** The official app for accessing government services, including residence permits and healthcare registration.





Local Time

In Istanbul the local time zone is GMT+2 and time is always used on 24 hours.

How To Call Campus From Outside

The central phone number of the campus is +90 216 483 90 00 or 91 00 for International Relations Office. After dialing this number, the 4 digit extension number can be dialed, which will be written on the phone in your dorm room, if you are staying on campus.

How To Call a Taxi?

If you need a taxi you can call it by yourself or download Bitaksi app on your mobile phone.

Tepeören Taxi 0216 304 24 20

You can call and say;

-I am calling from Sabanci University (in Turkish - Sabancı Üniversitesi'nden arıyorum)

-I want a taxi to ... building (in Turkish - ...binaya bir taksi istiyorum)

In Case Of Emergency

Within Campus:

Health 6666

Security 5555

Call Center 9988

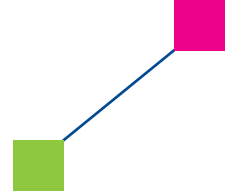
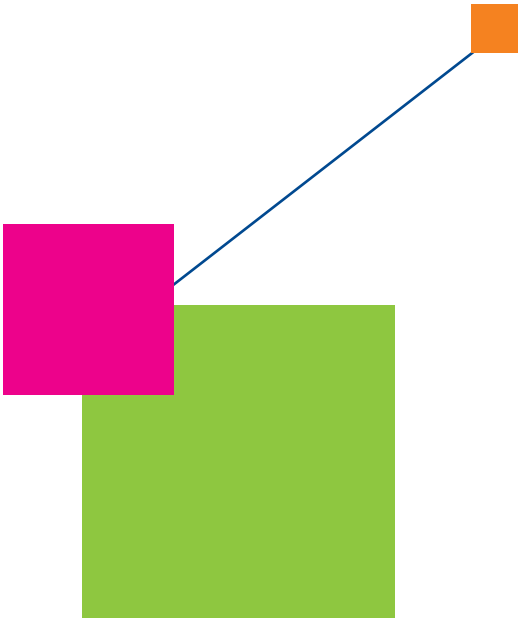
All Over Turkey:

(free of charge and no area code is needed)

Ambulance - Police - Fire - Gendarmerie-

Emergency: 112





Sabancı Universitesi

Sabancı University International Relations Office

Orta Mahalle, Üniversite Caddesi No: 27
34956 Tuzla-Istanbul

Phone: 0216 483 91 00

E-mail: degree-incoming@sabanciuniv.edu

Web: sabanciuniv.edu/en

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 /suiro

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