



**STUDENT AFFAIRS SYSTEM (OIS)**  
**COURSE SELECTION**

**2022-2023**

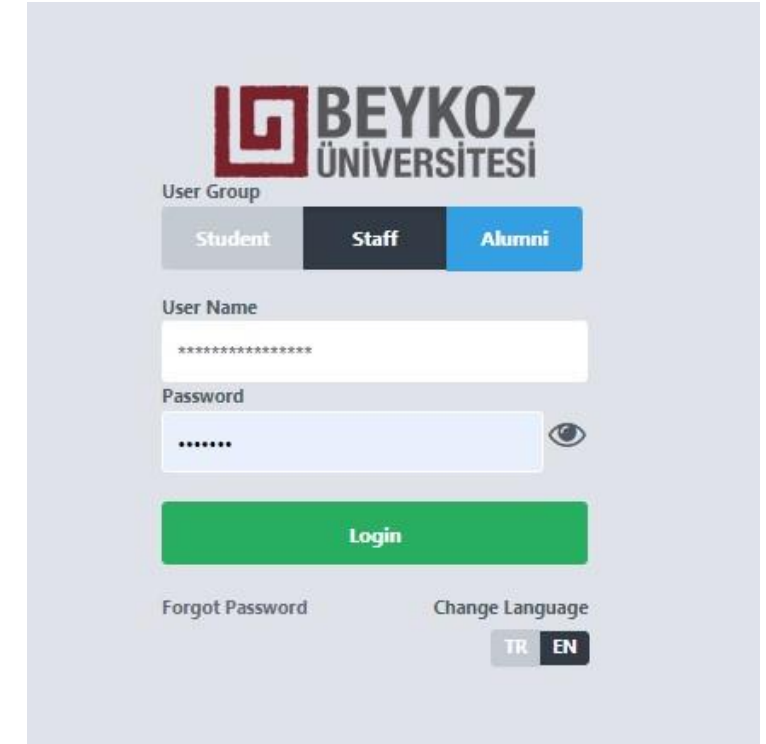
## INFORMATION

Except for our preparatory class students in the 2022-2023 Fall Semester, course selection procedures at all levels must be carried out through the Student Affairs System (OIS) between 19 - 23 September 2022, provided that their financial obligations are fulfilled.

## OIS User Login

You can log in to the system at <http://ois.beykoz.edu.tr> or by clicking "OIS" in the "Our Students" menu on the [www.beykoz.edu.tr](http://www.beykoz.edu.tr) homepage.

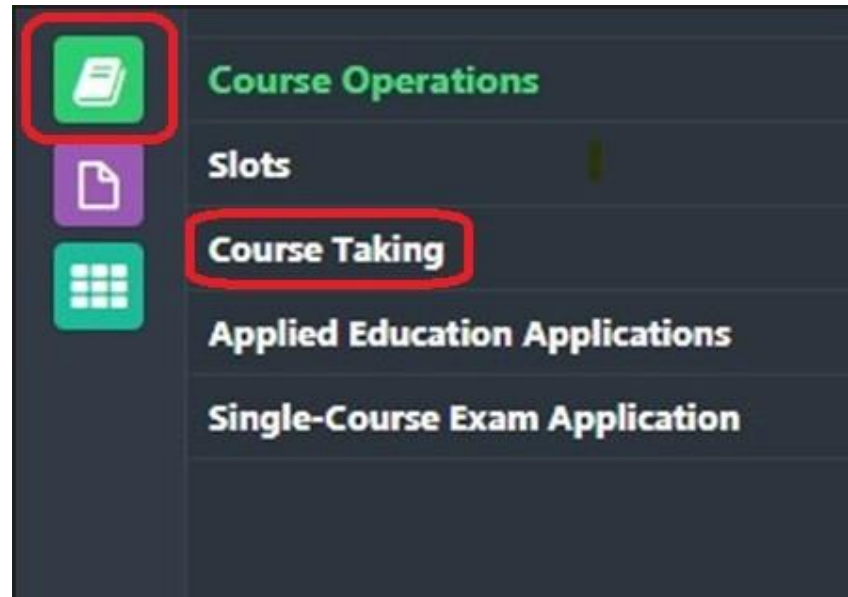
You must enter your username as "namesurname" combined and without using Turkish characters. Your password was provided for you in during your initial registration. If you do not remember your password, you can click on the "Forgot My Password" link to receive your new password as an SMS.



The screenshot shows the login interface for Beykoz University's OIS system. At the top is the university's logo, a red square with a white geometric pattern, followed by the text "BEYKOZ ÜNİVERSİTESİ". Below the logo is a "User Group" section with three buttons: "Student" (light blue), "Staff" (dark blue), and "Alumni" (blue). The "Staff" button is currently selected. Underneath are two input fields: "User Name" with a placeholder "\*\*\*\*\*" and "Password" with a placeholder "\*\*\*\*\*" and an eye icon for toggling visibility. A green "Login" button is positioned below the password field. At the bottom, there is a "Forgot Password" link and a "Change Language" section with two buttons: "TR" (light blue) and "EN" (dark blue).

## OIS/COURSE SELECTION

After logging in with your username and password, click on the **Course Selection** screen on the first icon. You can see and check all the lessons you have taken or you need to take from the **Slots** shown under this icon too.



# OIS/COURSE SELECTION

After selecting all the courses to be registered, the student clicks on the **Submit to Advisor Approval** button for the advisor approval process for course registrations. After submission, **Advisor Approval Status: Pending** appears.

The advisor approval status of the student whose course registration is approved by the advisor changes to **Advisor Approval Status: Approved** and the student is then registered for the courses.

Courses registered													Replacing
Course Code	Course Name	Credit	ECTS	Slot Period	Group	Type of Instruction	Language	Instructor	Course Code	Course Name	Grade	Number of Students Taking the Course	
60031YETOZ-YGP2011	Yetkinlik Geliştirme Programı I (Kariyer Planlama I)	1	1	1	1	Örgün	TR	OĞUZHAN ÇAÇAMER				1	Delete the course
60721METOZ-GAS0351	Mutfak Matematiği ve Terminoloji	2	4	1	1	Örgün	TR	HALİT SUAVİ AHİPAŞAOĞLU				1	Delete the course
60721METOZ-GAS0041	Profesyonel Bıçak Kullanımı ve Kesim Teknikleri	2	5	1	1	Örgün	TR	ÇİŞE GÖKCE				1	Delete the course
60721TATOZ-GAS0341	Gıda Güvenliği ve Sanitasyon	2	4	1	1	Örgün	TR	İREM KAHRAMAN				1	Delete the course
60721TATOZ-GAS0021	Gıda Bilimi ve Beslenmenin Temel İlkeleri	3	4	1	1	Örgün	TR	İREM KAHRAMAN				1	Delete the course
60721TATOZ-GAS0011	Gastronomi ve Mutfak Sanatları Bilimine Giriş	3	4	1	1	Örgün	TR	HALİT SUAVİ AHİPAŞAOĞLU				1	Delete the course
60231YEE0Z-İNG1031	İngilizce I	4	4	1	4	Örgün	EN	HANİFE SALBAŞ				1	Delete the course
60232YETOZ-TRK1011	Türk Dili	4	4	1	1	Örgün	TR	ÖNDER YERAL				1	Delete the course
ECTS Limit: 30 Major ECTS Taken: 30 Minor ECTS Taken: 0 Total ECTS Taken: 30 Remaining ECTS: 0													
Major Credits Taken: 21 Minor Credits Taken: 0 Total Credits Taken: 21													
													Send for Advisor Approval

## OIS/COURSE SELECTION

**Our students who have extended their period of study** can see all the courses they have failed or could not take before on the Course Selection screen. When they mark the courses they want to select, they will be able to see how many credits they have selected and their fees. Once they have clicked on the "Save" button, they can make the payment to the Financial Affairs Directorate. After they have got the approval from the Financial Affairs Directorate, they need to enter the OIS again, they must send their courses to the advisor's approval. In this way, the final registration for the courses will be completed.

Almanız Gereken Dersler					
	Ders Kodu	Ders Adı	Kredi	AKTS	Slot Dönemi
<input type="checkbox"/>	BİYE101	Information Technologies	2	3	1
<input type="checkbox"/>	İSTE103	Business Management	2	4	1
<input type="checkbox"/>	LOTE101	Logistics Management	2	4	1
<input type="checkbox"/>	ORME107	Mathematics	2	3	1
<input type="checkbox"/>	ORYE101	Advanced English I	4	4	1
<input type="checkbox"/>	LOME201	Hazardous Materials Transport	2	3	3
<input type="checkbox"/>	LOME203	Inventory Management	3	4	3
<input type="checkbox"/>	LOME207	Logistics Legislation (Departmental Elective)	2	3	3
<input type="checkbox"/>	SUME208	Aviation Knowledge (Departmental Elective)	2	3	3

Toplam Kredi: 0 Toplam AKTS Kredi: 0 Toplam Tutar: 0.00

**Kaydet**

# REGULATIONS

## OIS/COURSE SELECTION

- According to **ARTICLE 20 “Student workload and course taking conditions”** of Beykoz University Undergraduate-Associate Degree Education Regulations,
  - I. Students with a GPA of 1.79 or less out of 4.00 can take courses from lower and/or upper semesters up to 30 ECTS;
  - II. Students with a GPA of 1.80-2.49 out of 4.00 can take courses from lower and/or upper semesters up to 36 ECTS;
  - III. Students who are supposed to graduate can take, provided that they do not exceed the maximum workload, up to 42 ECTS worth of courses from lower and/or upper semesters regardless of their grade point average.
  - IV. Graduate-to-be students can take courses from lower and/or upper semesters up to 42 ECTS regardless of their GPA, provided that they do not exceed the maximum workload. (If the student can graduate after taking 42 ECTS courses in the relevant semester, s/he is defined as a graduate-to-be student.)
- Students can select only 1 course from the University's Competency Development and General Education Courses (Sets of Elective Courses). The course to be selected **cannot** be one of the compulsory courses taken before.
- Within the scope of the rules defined in Article No.1, you can repeat the courses you have actually passed in order to improve your GPA.

## RULES TO TAKE PRACTICE TRAINING COURSE

- To select the **"Practice Training At Workplace"** course,
  - The student's GPA must be 1.50 and above.
  - The student cannot receive disciplinary punishment (suspension) in the semester in which practice training will be done.
  - Because students have to be at the workplace for 4 days for vocational training or internship during in the academic semesters except for the summer semester, in order to apply for vocational training or internship, the maximum number of lessons that have been failed because of absenteeism or not taken at all must be maximum 2. Students who have more than 2 such courses must first complete the courses they have taken and failed or failed to take.



## RULES TO TAKE PRACTICE TRAINING COURSE

- In the academic semesters except for the summer semesters, apart from the vocational training at the workplace or internship courses, you can take the courses that you have taken before but failed (FF, FD, BZ) within the scope of the «Article 20 of the Student Workload and Course Taking Terms» of Beykoz University Undergraduate and Graduate Education Regulations.
- Before the course selection process, the psychology department students need to go to the Applied Education at Workplace tab over the OIS and choose one of the two options: Vocational Education at Workplace (70 working days) or Internship (20 working days)

**We wish you a healthy, successful and happy academic year.**