



BAU – FEASS 101



Bahçeşehir University
Faculty of Economics, Administrative and Social Sciences

Academic Year 2025-2026/Student Handbook

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Prof. Hümeysra Adıgüzel

Dean

Dear Students,

The mission of our Faculty is to support the production and dissemination of knowledge that will raise the living standards of humanity by encouraging interdisciplinary research. Within the framework of this mission, we work to push the boundaries of advances in science and technology, to find innovative solutions to problems and to add value to our society.

Our primary goal in the education of our students is to train individuals who can adapt to changing world dynamics, with a global perspective and high sensitivity to ethical values. I believe that graduates trained with innovative education models and modern teaching techniques will stand out in terms of both their academic success and their ability to assume social responsibilities.

Every research conducted and every educational program implemented in our faculty encourage the sharing of knowledge and experience. We contribute to the development of solutions that can meet the needs of societies and industries both locally and globally.

I am very happy to be with you on this journey. I wish you an educational life full of knowledge and discoveries.

Best wishes,

Prof. Hümeysra Adıgüzel

BAU BAĞÇEŞEHİR UNIVERSITY

4312

UNDERGRADUATE
STUDENTS

128

ERASMUS
AGREEMENTS

1078

INTERNATIONAL
STUDENTS

90

STUDENT CLUBS

10

DEPARTMENTS

65

CO-OP BRAND
COLLABORATIONS

HOW SHOULD I CONTACT MY FACULTY?



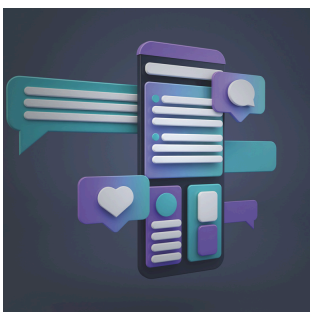
BAU Student E-Mail Address

- You have your BAU e-mail address throughout your studies!
- You can follow the messages sent to your e-mail from various units of our University .
- You can contact academics via e-mail.
- You can also follow the internship announcements, for your prospective applications.



Office Hours

- You can visit offices of the Faculty when you need support in administrative and academic matters between 08:30 am-05:30 pm on weekdays.



Social Media

- You can follow the Faculty's social media accounts and get information about events and announcements.



@bauisbf



@bauisbf

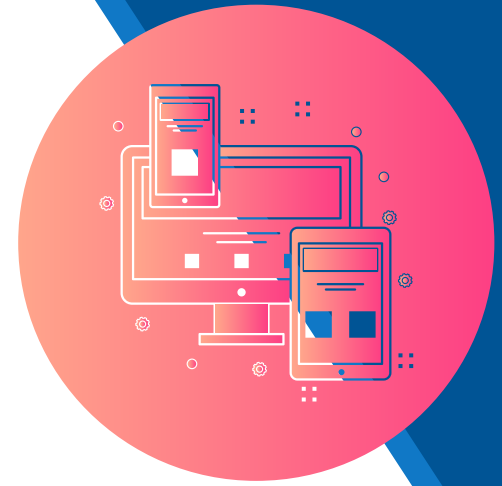


@BAU FEASS



@BAU IISBF

BAU DIGITAL LEARNING PLATFORMS



UMIS

A system where you can easily follow your academic processes throughout your university life.

You can follow your course selection, course programs, exam results through this system and request the necessary documents.

MS TEAMS

A platform where you can easily follow your lessons and resources.

You can also watch the lessons you have missed or would like to revise on this platform.

It makes communication easier for you, allows you to access course resources quickly and enables you to take online exams

COURSERA

An educational platform that offers online courses, certificate programs and even degree programs in various subjects.

It offers courses in many fields in collaboration with the world's leading universities and organizations.

Thanks to certified courses, you can develop your career, acquire new skills and increase your academic knowledge!

FEASS

DEPARTMENTS

Business School Programs

Business Administration

Economics

International Trade and Business

International Finance

Economics and Finance

Logistic Management

Social Science Programs

Political Science and International Relations

Sociology

Psychology

Translation and Interpreting



BUSINESS SCHOOL PROGRAMS



Prof. Elif YOLBULAN OKAN
Business Administration
Department Chair



Assoc. Prof. Mehmet Sıtkı SAYGILI
Logistic Management
Department Chair

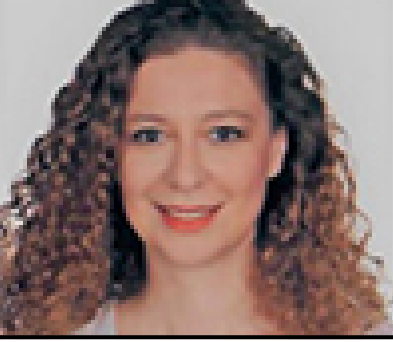


Prof. Ahu ERGEN
International Trade and Business
Department Chair



A Block 2nd Floor BAU South Campus

BUSINESS SCHOOL PROGRAMS



Asst. Prof. Bahar KÖSEOĞLU
International Finance
Department Chair



Asst. Prof. Fadime İrem DOĞAN
Economics and Finance
Department Chair



Prof. Çağlar YURTSEVEN
Economics
Department Chair



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SOCIAL SCIENCE PROGRAMS



Assist. Prof. Zekeriya TÜZEN
Political Science and International
Relations
Department Chair



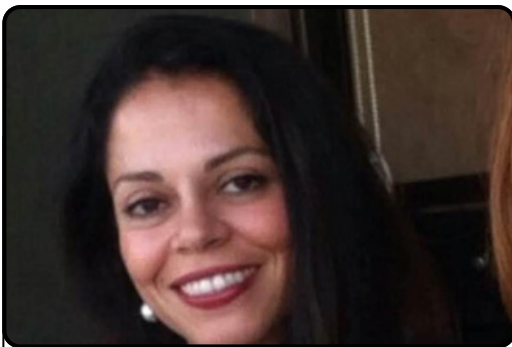
A Block 2nd Floor BAU
South Campus



Prof. Ayşe Nilüfer NARLI
Sociology
Department Chair



M Block 3rd Floor BAU
South Campus



Asst. Prof. İrem KONCA
Translation and Interpreting
Department Chair



Assist. Prof. Sibel ÇALIŞKAN
Psychology
Department Chair





STUDENT CLUBS



**Economics and Finance
Club**



**Sociology
Club**



**Innovation and Management
Club**



**Career and Development
Club**



**Audit
Club**



**Blockchain Technologies
Club**



**International Trade and
Business Club**



**Philosophy
Club**



**Political Science and
International Relations
Club**

**For more
Scan the QR code**





Lateral Transfer

If you would like to choose another department and pursue studies in a different field, lateral transfer is the right choice for you.

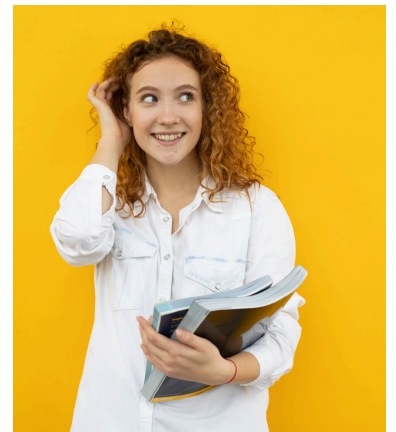
If you decide to apply for lateral transfer on the basis of your GPA, you can do so after having studied at your current department for at least one year and on condition that you have a GPA not lower than 1.80. If, on the other hand, you apply on the basis of your score in the University Entrance Exam, your score should not be lower than that required by the targeted department.



Double Major

If you would like specialize in more than one field, doing a double major is the right choice for you.

You can be entitled to receive two different diplomas by taking courses in another department in addition to your own. If your GPA is 3.00 and higher when you start your sophomore year, you can apply to the undergraduate or associate degree program of another department. If you meet the requirements, contact your faculty and seize the opportunity!



Minor

If you are interested in a field other than that you are currently trained in, and would like to improve your knowledge of that field, doing a minor is the right choice for you!

If your GPA is 2.50 and higher when you start your sophomore year, you can apply to this program. If you meet the requirements, contact your faculty!





Credits/ECTS

Each course has its own credit load. You can find out credits for each course on the Faculty's website. The European Credit Transfer System (ECTS) has been prepared in accordance with the Bologna process and lists the number of credits for each course as applied in all countries of the world. You need 240 ECTS to be entitled to graduate, start collecting now!

General Education Program Courses (GEP)

Bahçeşehir University's General Education Program (GEP) offers different perspectives in art, philosophy, and science, allowing students to develop both their general knowledge and critical thinking skills. Students are required to take six GEP courses during their undergraduate studies to be entitled to graduate.

Where to Apply for Internships?

Whether compulsory or voluntary, internships are one of the best ways to get started in business life!

Our university's CO-OP unit provides students with the opportunity to do internships through the career development center, allowing them to develop their skills and build a professional network. Don't forget to stop by the CO-OP office and check your e-mail to start your career journey with solid steps! Internship is not compulsory in the departments of our Faculty but it is highly recommended and encouraged as it enables a smooth transition to business life.



CO-OP
KAMPÜSÜMİŞYERİM
coop.bahcesehir.edu.tr



Probationary Student Status

1. Students with a GPA below 1.80 at the end of the 2nd, 3rd, and 4th academic years are placed on probation. For students who begin their studies in the fall semester, the first probationary check is conducted in the 4th semester (the end of the 2nd academic year), and for students who begin their studies in the spring semester (irregular), the first probationary check is conducted at the end of the 3rd semester.

2. Students who begin their 5th semester on probation (with a GPA below 1.80) are placed on "Probationary 1" status. These students must:

- First register for the required courses that have failed or that they have never taken in the first four semesters of their curriculum.
- When registering for elective courses, they must first register for the failed elective courses.
- Optionally, they may register for the required or elective courses in the first four semesters of their curriculum, which they have conditionally passed (C, C-, D+, or D), and which were offered during the course registration period.

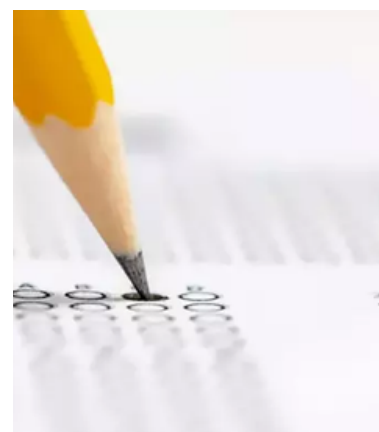
3. Students who begin their 7th term on probation (GPA below 1.80):

- If they also begin their 5th term on probation (GPA below 1.80), they are included in Rule 2.

- If they did not begin their 5th term on probation (GPA below 1.80) but later became on probation, they are placed on "Probation 2." These students:

- First, they must register for compulsory courses that have failed or have never been enrolled in previous semesters of their curriculum.
- When registering for elective courses, they must first register for failed elective courses.
- Optionally, they may register for compulsory or elective courses that have received a conditional passing grade (C, C-, D+, or D) from previous semesters of their curriculum and that were offered during the course registration period.

4. Students on probation (Probation 1 and Probation 2) can register for a maximum of 3 elective courses (General Elective, Departmental Elective, Non-Departmental Elective) in a semester until they are released from probation status.



OUR STUDENT EXCHANGE PROGRAMS



Erasmus+ is a student exchange program run by the European Union.

In order to embark on this adventure, it is sufficient to have a GPA of 2.20 if you are an undergraduate student and 2.50 if you are a graduate student. Your Erasmus+ score is calculated by 50% of your general GPA and 50% of your English Language Proficiency exam.

Students can benefit from Erasmus+ opportunities after completing at least one semester.

The students of Faculty of Economics, Administrative and Social Sciences participate in exchange programs at Berlin International and Bay Atlantic Universities within BAU Global. In the Academic Year 2024-2025, 57 students from our faculty have participated in student exchange programs in Washington D.C.

42 of our students will participate in the exchange program at Berlin International University in the fall semester. BAU is a leading university that makes a difference with its own exchange programs.

All students in our Faculty can apply to these programs. Applications are opened every semester by the BAU Global unit.



How Can I Graduate?

Students graduate with 240 ECTS and 130 National Credits during the four-year undergraduate program. In addition to their total credits, students also complete their obligations in different course categories. There are four different course types. 1) Departmental Compulsory Course, 2) Departmental Elective Course, 3) Non-Departmental Elective Course, 4) GEP Elective Course. Since the distribution of courses may vary in each department, students can visit our website or contact their academic advisors for more detailed information. Academic advisors are assigned specifically to each student on the UMIS system. Students are required to complete their undergraduate studies in maximum 7 years in line with the regulations of our Faculty. During this period, students can take courses in the Fall and Spring semesters and complete their missing credits in summer schools. Students are required to have a GPA not lower than 2.00 in order to be entitled to graduate.

It is important for students to keep their GPA high from the beginning of their studies. Students whose GPA falls below 1.80 during their undergraduate studies are referred to as 'Probationary Students' and cannot take new courses until they repeat their low-grade courses.

I Have a Question!

Whom Should I Contact?



For registration processes:

BAU Student Affairs located on the 1st Floor of D-Block



For academic questions (courses to be selected, course content, career plans, etc.):

Your Academic Advisor (you can check from your UMIS account) or Department Head



For course selection, disciplinary investigations, technical problems:

First, BAU Student Solution Center (<https://bau.edu.tr/help>), when needed, FEASS Student Affairs located on the 2nd Floor of Block A



For issues related to payments:

Financial Affairs located at the A Block Entrance

OFFICE OF THE DEAN

It helps students with administrative matters and manages the processes. Students should apply to Student Affairs first when they encounter any problems. If they are advised to further contact with the Office of the Dean, the Office always welcomes students with open door policy.



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Yasemin ÇİL
Secretary
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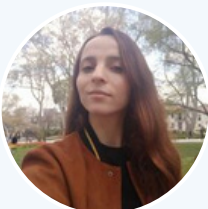
FEASS STUDENT AFFAIRS



Berk ALKAÇ (Student Affairs Assistant Specialist)
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Political Science and International Relations
Psychology
Sociology
Translation and Interpreting



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Business Administration
International Finance



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Economics
Economics and Finance
International Trade and Business



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ETHICAL FRAMEWORK AND PRACTICES

One of the fundamental elements ensuring that students, faculty members, and administrative staff of the Faculty of Economics, Administrative and Social Sciences (FEASS) can work and pursue educational activities in a healthy environment is the consistent integration of ethical principles in all relationships and practices. Accordingly, FEASS operates in full compliance with the disciplinary regulations set forth by the Council of Higher Education (YÖK) and with the Ethical Policy adopted by Bahçeşehir University (BAU). The Faculty Ethics Committee holds its meetings once a month on the first Friday of each month.

The BAU Ethical Policy Document further specifies the ethical responsibilities of both faculty members and students:

Responsibilities of Faculty Members:

- Conduct research in accordance with ethical principles,
- Uphold academic integrity,
- Declare and avoid conflicts of interest,
- Protect the confidentiality of students and staff,
- Ensure Professional conduct,
- Exercise financial responsibility.

Responsibilities of Students:

- Uphold academic integrity,
- Show respect for others,
- Respect intellectual property,
- Responsible use of technology.

In this framework, the “BAU Examination Rules and Regulations” document is shared with faculty members each semester and is recommended to be included in course syllabi and communicated to students. These rules serve as a reference for exam proctors and form the basis for evaluating violations, which are addressed under the disciplinary regulations of the YÖK Law, conducted by Dean’s Office.