

## Institutional Fact Sheet of Galatasaray University, Istanbul

### 2022-2023

#### 1. Institutional Information

##### 1.1. Institutional details

Name of the institution	Galatasaray University
Erasmus Code	TR ISTANBU02
PIC / Organization ID	991809772 / E10182996
Institution website	<a href="http://www.gsu.edu.tr/fr/">http://www.gsu.edu.tr/fr/</a>
International Office website	<a href="http://uio.gsu.edu.tr/fr/">http://uio.gsu.edu.tr/fr/</a>
Online course catalogue	<a href="https://ects.gsu.edu.tr/fr/Home/Index/">https://ects.gsu.edu.tr/fr/Home/Index/</a>
Postal Address	Çırağan Cad. No:36, 34349 Ortaköy/İstanbul Turkey
Rector of the University	Prof. Dr. E. Ertuğrul KARSAK
Vice-Rector for International Relations	Prof. Dr. Orhan FEYZİOĞLU

##### 1.2. Main contacts

Head of International Relations Office	Assoc. Prof. Dr. Özlem DANACI
Contact details	<a href="mailto:odanaci@gsu.edu.tr">odanaci@gsu.edu.tr</a>
Erasmus Institutional Coordinator	Lect. Esra ATUK
Contact details	<a href="mailto:eatuk@gsu.edu.tr">eatuk@gsu.edu.tr</a>
Incoming Students	Ms. Sevgi BARAZ BLASCO
Contact details	<a href="mailto:sbaraz@gsu.edu.tr">sbaraz@gsu.edu.tr</a>

<b>Outgoing Students</b>	Ms. Melek AKYÜZ ÖZDEMİR
<b>Contact details</b>	<a href="mailto:makyuz@gsu.edu.tr">makyuz@gsu.edu.tr</a>
<b>Administrative Assistant</b>	Ms. Pelin IŞILAK
<b>Contact details</b>	<a href="mailto:pisilak@gsu.edu.tr">pisilak@gsu.edu.tr</a>
<b>General Contact</b>	<a href="mailto:erasmus@gsu.edu.tr">erasmus@gsu.edu.tr</a>

## 2. Additional information

<b>Nomination Procedure</b>	<p><u>Digital nominations</u> :</p> <p>Students will be nominated via the online nomination and application platform of Galatasaray University (<a href="https://erasmus.gsu.edu.tr">https://erasmus.gsu.edu.tr</a>). An e-mail with access link and instruction is sent to all partner universities in March via <a href="mailto:erasmus@gsu.edu.tr">erasmus@gsu.edu.tr</a>.</p> <p><u>Nomination deadlines</u> :</p> <p>Autumn semester : May 30<sup>th</sup>  Spring semester : November 15<sup>th</sup></p>
<b>Application Procedure</b>	<p>Nominated students are requested to apply online in our platform. Students will receive the link to the online registration platform via email together with instructions on how to use the online platform.</p> <p>They will be invited to :</p> <ul style="list-style-type: none"> <li>- upload the following documents : <ul style="list-style-type: none"> <li>• Copy of passport</li> <li>• ID Photo (biometric)</li> </ul> </li> <li>- prepare their Online Learning Agreement (OLA) on <a href="https://learning-agreement.eu/">https://learning-agreement.eu/</a> or their home university platform and send it to the academic coordinator of their host department at Galatasaray University. (See the list of the academic coordinators below.)</li> </ul>
<b>Language Requirements</b>	<p>The general language of instruction at Galatasaray University is French and the majority of courses is conducted in French. Some faculties offer a few courses in English or in some cases in Turkish.</p>
<b>Enrollment at Galatasaray University</b>	<p>Before coming to Galatasaray, students should contact the academic coordinator of the department where they will be registered. The departmental coordinator will give them information about the course choices.</p>

	<p>The administrative registration of the students will be completed after their arrival at Galatasaray.</p> <p>Upon their arrival at Galatasaray, they must Introduce themselves to the Erasmus Office and see the person responsible for Incoming Students (Ms. Sevgi BARAZ BLASCO)</p>
<b>Online Orientation</b>	Each semester, an orientation program is organized one week before the beginning of the lectures. Details will be provided by the Erasmus Office to all nominated students.
<b>Language Course for Exchange Students</b>	We offer a Turkish language course free of charge for all exchange students during the semester.
<b>Grading system</b>	Letter grades are used for individual courses with AA corresponding to 4.0/4.0, and CC corresponding to 2.0/4.0, with half-point steps. F denotes Fail.
<b>Credit System</b>	Galatasaray University uses the ECTS credits, which are indicated in the transcripts of records.
<b>Transcript of Records</b>	The transcript of records is issued within 5 weeks after the end of the examination period.

### 3. Further Information

<b>Housing</b>	<p>Unfortunately, Galatasaray University does not have a university residence. Students will therefore have to find accommodation on their own.</p> <p>When students arrive in Istanbul, we recommend that they first check-in at a hostel and then visit several apartments.</p> <p>The neighborhoods closest to Galatasaray University are Besiktas and Ortakoy. However, accomodation search can be broaden to neighborhoods such as Cihangir, Mecidiyekoy, Sisli and Harbiye on the European side, or Uskudar and Kadikoy on the Asian side.</p>
<b>Visa</b>	<p>EU citizens do not need to make a visa application before they come to Turkey and they can stay on Turkish territory for 90 days as tourists. Students need to get a residence permit during these 3 months. The detailed information will be given during upon their arrival at Galatasaray.</p> <p>If they are coming from another country, they can check the visa requirements for their country from the link below :</p> <p><a href="https://www.mfa.gov.tr/visa-information-for-foreigners.en.mfa">https://www.mfa.gov.tr/visa-information-for-foreigners.en.mfa</a></p>

<b>Insurance</b>	<p>According to the immigration laws of Turkey, students are required to prove that they have health insurance that covers the total duration of their stay in Turkey, while they are applying for a Student Residence Permit.</p> <p>Please note that the health insurance policy you purchase must be valid worldwide. To avoid any problems during their stay in Turkey, we advise to all incoming students to get the policy authenticated by the Turkish Branch of their insurance company.</p>
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#### 4. Departmental Coordinators

<b>Faculty of Law</b>	<p><b>INCOMING</b> Asst. Prof. Balca ÇELENER <a href="mailto:bcelener@gsu.edu.tr">bcelener@gsu.edu.tr</a></p> <p><b>OUTGOING</b> Asst. Prof. Sedef KOÇ TANGÜN <a href="mailto:skoc@gsu.edu.tr">skoc@gsu.edu.tr</a></p>
<b>Faculty of Communication</b>	Assoc. Prof. Ayşe TOY PAR <a href="mailto:ayse.toy@gmail.com">ayse.toy@gmail.com</a>
<b>Faculty of Economic and Administrative Sciences Department of Economics</b>	Assist. Prof. Yeşim GÜRBÜZ <a href="mailto:ygurbuz@gsu.edu.tr">ygurbuz@gsu.edu.tr</a>
<b>Faculty of Economic and Administrative Science Department of Business Administration</b>	Lect. Hale Dilek SÜER <a href="mailto:hdsuer222@gmail.com">hdsuer222@gmail.com</a>
<b>Faculty of Economic and Administrative Science Department of International Relations</b>	Assist. Prof. Yeliz KULALI MARTIN <a href="mailto:ykulali@gsu.edu.tr">ykulali@gsu.edu.tr</a>  Assoc. Prof. Menent SAVAŞ CAZALA <a href="mailto:menento@gmail.com">menento@gmail.com</a>
<b>Faculty of Economic and Administrative Science Department of Political Sciences</b>	Res. Asst. Emirhan ALDİNCİ <a href="mailto:ealdinc@gsu.edu.tr">ealdinc@gsu.edu.tr</a>
<b>Faculty of Engineering and Technology Department of Computer Sciences</b>	Assoc. Prof. Gülfem ALPTEKİN <a href="mailto:gulfem@gmail.com">gulfem@gmail.com</a>  Assist. Prof. Özgün PINARER <a href="mailto:ozgunpinarer@gmail.com">ozgunpinarer@gmail.com</a>

<b>Faculty of Engineering and Technology</b> <b>Department de Industrial Engineering</b>	Assist. Prof. Tuncay GÜRBÜZ <a href="mailto:tuncaygurbuz09@gmail.com">tuncaygurbuz09@gmail.com</a>
<b>Faculty of Sciences and Literature</b> <b>Department of Philosophy</b>	Asst. Prof. Erinç ASLANBOĞA <a href="mailto:eamslanboga@gsu.edu.tr">eamslanboga@gsu.edu.tr</a> Asst. Prof. Umut ÖKSÜZAN <a href="mailto:uoksuzan@gsu.edu.tr">uoksuzan@gsu.edu.tr</a>
<b>Faculty of Sciences and Literature</b> <b>Department of Sociology</b>	<b>INCOMING</b> Assoc. Prof. Julie Alev DİLMAÇ <a href="mailto:jadilmac@gsu.edu.tr">jadilmac@gsu.edu.tr</a> <b>OUTGOING</b> Res. Asst. Başak DEMİR, PhD <a href="mailto:epidemir@gmail.com">epidemir@gmail.com</a>
<b>Faculty of Arts and Sciences</b> <b>Department of Comparative Linguistics and Applied Languages</b>	<b>INCOMING</b> Lect. Şilan KARADAĞ <a href="mailto:skaradag@gsu.edu.tr">skaradag@gsu.edu.tr</a> <b>OUTGOING</b> Assoc. Prof. Marie Hélène SAUNER LEROY <a href="mailto:saunermarie@gmail.com">saunermarie@gmail.com</a>
<b>Faculty of Sciences and Literature</b> <b>Department of Mathematics</b>	<b>INCOMING</b> Asst. Prof. Serap GÜRER <a href="mailto:serapgurer@gmail.com">serapgurer@gmail.com</a> <b>OUTGOING</b> Assoc. Prof. Ayberk ZEYTİN <a href="mailto:azeytin@gsu.edu.tr">azeytin@gsu.edu.tr</a>

### Average cost of living

Accommodation	150-350 €
Transportation	10-30 €
Food	100-200 €
Other Costs (Clothes, Personal care, entertainment etc.)	100-200 €
<b>TOTAL</b>	<b>360-780 €</b>