



STUDENT AFFAIRS SYSTEM (OIS)

COURSE SELECTION

2021-2022

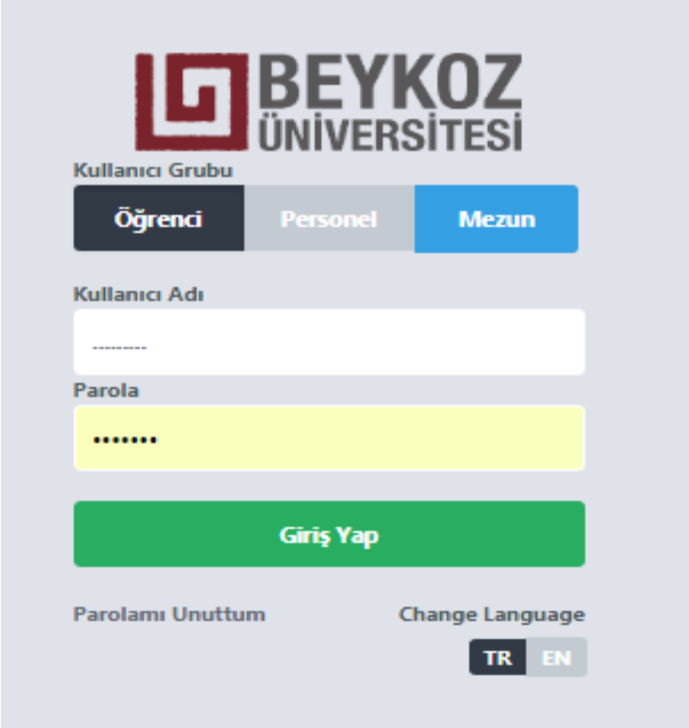
INFORMATION

Except for our preparatory class students in the 2021-2022 Spring Semester, course selection procedures at all levels must be carried out through the Student Affairs System (OIS) between 21 - 25 February 2022, provided that their financial obligations are fulfilled.

OIS User Login

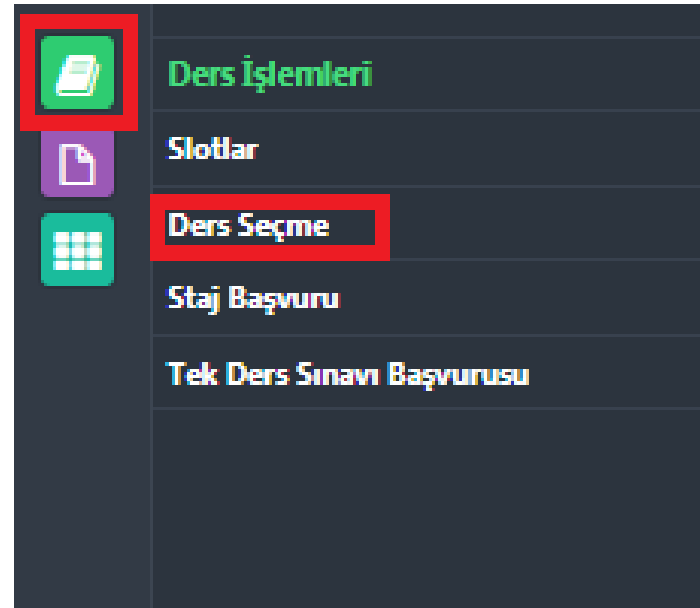
You can log in to the system at <http://ois.beykoz.edu.tr> or by clicking "OIS" in the "Our Students" menu on the www.beykoz.edu.tr homepage.

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 and name. Below it, there are three buttons for user groups: "Öğrenci" (Student), "Personel" (Personnel), and "Mezun" (Graduate). The "Öğrenci" button is selected. Below these buttons are two input fields: "Kullanıcı Adı" (Username) and "Parola" (Password). The "Parola" field is highlighted in yellow. Below the input fields is a green "Giriş Yap" (Login) button. At the bottom, there are links for "Parolamı Unuttum" (Forgot My Password) and "Change Language", with "TR" and "EN" buttons for language 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.



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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

| Seçtiğiniz Dersler | | | | | | | Yerine Sayılacak Dersler | | | | | |
|---|-------------------------------|-------|------|-------------|------|--------------|--------------------------|-----------|----------|-----------|---------------------------|---------------------------|
| Ders Kodu | Ders Adı | Kredi | AKTS | Slot Dönemi | Grup | Öğretim Türü | Dil | Ders Kodu | Ders Adı | Ders Notu | Dersi Alan Öğrenci Sayısı | |
| ORSE203 | Practising at Workplace-1 | 0 | 5 | 3 | 1 | Örgün | TR | | | | 3 | |
| SHME209 | Emergency Procedures | 2 | 3 | 3 | 1 | Örgün | EN | | | | 1 | Dersi Sil |
| SHME205 | Basic First Aid | 2 | 2 | 3 | 1 | Örgün | EN | | | | 1 | Dersi Sil |
| BİYE101 | Information Technologies | 2 | 3 | 3 | 1 | Örgün | EN | | | | 1 | Dersi Sil |
| İSYE207 | Integrated Management Systems | 2 | 3 | 3 | 1 | Örgün | EN | | | | 1 | Dersi Sil |
| SHME211 | Passenger Services | 2 | 2 | 3 | 1 | Örgün | EN | | | | 1 | Dersi Sil |
| HİME211 | Phonetics and Diction | 2 | 2 | 3 | 1 | Örgün | EN | | | | 1 | Dersi Sil |
| SHME207 | Catering and Service Methods | 2 | 2 | 3 | 1 | Örgün | EN | | | | 1 | Dersi Sil |
| ORVE206 | Business English I | 8 | 8 | 3 | 1 | Örgün | EN | | | | 1 | Dersi Sil |
| Kredi Limiti: 42 Aldığınız Kredi: 22 Aldığınız AKTS: 30 Kalan Kredi: 12 | | | | | | | | | | | | |
| Danışman onayına gönder | | | | | | | | | | | | |

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

- 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 with a GPA of 2.50-2.71 out of 4.00 can take courses from lower and/or upper semesters up to 42 ECTS;
 - IV. Students with a GPA of 2.72 and above out of 4.00 can take courses from lower and/or upper semesters up to 45 ECTS;
 - V. Graduate-to-be students can take courses from lower and/or upper semesters up to 45 ECTS regardless of their GPA, provided that they do not exceed the maximum workload. (If the student can graduate after taking 45 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

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- 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.
 - 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.

RULES TO TAKE PRACTICE TRAINING COURSE

- Once the internship-weighted education curriculum has been approved by the student's advisor, «Vocational Training at Workplace» course will be automatically replaced by and assigned to your slot as 3 Applied Courses.

The screenshot shows the Beykoz University Student Work System interface. The header includes the university logo and the text "Öğrenci İşleri Sistemi". A sidebar on the left contains icons for a document, a folder, and a grid. The main content area displays a message: "20 iş günü staj slotunu seçmektesiniz. Seçiminiz onaylandığı takdirde slotunuz değiştirilemez." Below this, there is a form with a label "Staj Tipi *" and a dropdown menu. The dropdown menu is open, showing three options: "Staj (20 İş günü)", "Seçiniz İşletmede Mesleki Eğitim (70 iş günü)", and "Staj (20 İş günü)". The "Staj (20 İş günü)" option is highlighted. Below the dropdown, there is a label "Açıklama" and a "Kaydet" button.

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