**INSTITUTIONAL INFORMATION**

| Full Legal Name of Institution | Istanbul Commerce University |
| Erasmus ID Code | TR ISTANBU 10 |
| Postal Address | Istanbul Ticaret Üniversitesi, Sütlüce Kampüsü, Değişim Programları Koordinatörlüğü, B-308 Sütlüce Mahallesi, İmrahır Caddesi, No: 90, Beyoğlu 34445, İstanbul |
| Telephone | +90 444 0 413 #4415-4461 |
| Fax | +90(212) 320 70 44 |
| Rector | Prof. Dr. Nazım EKREN |
| Website | www.ticaret.edu.tr |
| E-mail: | erasmus@ticaret.edu.tr |

**INTERNATIONAL OFFICE / ERASMUS OFFICE**

- **Vice Rector for International Relations**
  - Prof. Dr. H. Saduman OKUMUS
  - Email: sokumus@ticaret.edu.tr
  - Tel.:+90 444 0 413 ext. 1422

- **Erasmus Institutional Coordinator**
  - Contact for Teaching Staff Exchange and Staff Exchange, Bilateral Agreements
  - Dr. Olcay SEMIEOGLU
  - Email: osemieoglu@ticaret.edu.tr
  - Tel.:+90 444 0 413

- **Contact for Outgoing and Incoming Students**
  - Gülden BULUT
  - Email: gbulut@ticaret.edu.tr
  - Tel.:+90 444 0 413 ext.4415

- **Contact for Traineeships**
  - Gizem GÜLER
  - Email: gguler@ticaret.edu.tr
  - Tel.:+90 444 0 413 ext.4461

- **Webpage**
  - [http://erasmus.ticaret.edu.tr](http://erasmus.ticaret.edu.tr)
  - [http://www.facebook.com/iticu_Erasmus](http://www.facebook.com/iticu_Erasmus)
  - [http://www.linkedin.com/in/iticu_Erasmus](http://www.linkedin.com/in/iticu_Erasmus)
  - [https://twitter.com/iticu_Erasmus](https://twitter.com/iticu_Erasmus)
  - [https://tr.pinterest.com/icuerasmus/](https://tr.pinterest.com/icuerasmus/)

**Application Deadlines for Incoming Students**

- Fall/Full Semester: 15th July
- Spring Semester: 15th January

**Documents Required for Application**

- Learning Agreement
- Online Application Form
- Official Transcript of Records
- Passport copy
- Health Insurance (which is valid in Turkey)
- 4 Photographs

*All documents can be found on [http://erasmus.ticaret.edu.tr](http://erasmus.ticaret.edu.tr)*

**Note:** The completed application form and learning agreement should be signed and stamped by your Erasmus Office at home university and sent to our University by e-mail.
Academic Calendar *

<table>
<thead>
<tr>
<th>Semester</th>
<th>Dates</th>
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<tbody>
<tr>
<td>Fall Semester</td>
<td>From mid-September to the beginning of February</td>
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<tr>
<td>Spring Semester</td>
<td>From mid-February to the mid-June</td>
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*Each semester ends with an exam session. There is usually a teaching break of two weeks in February.

National Holidays

- 1 January New Year’s Day
- 23 April National Sovereignty and Children's Day
- 1 May Labour Day
- 19 May Youth and Sports Day
- 30 August Victory Day
- 29 October Republic Day

Religious Holidays*

- Ramazan Bayramı (Eid) Three days holiday
- Kurban Bayramı (Great Eid) Four days holiday

*The dates of these religious holidays change according to the lunar calendar and fall on different dates each year.

Course Information

Selecting Courses

Incoming Students can choose any courses from any faculties as long as the courses are not overlapping.

Turkish Courses

Erasmus students can participate in Turkish courses for beginners Turkish Language-1/2 and Practice in Turkish Language-1/2 for the whole academic year rated with 6 ECTS.

Accommodation

Istanbul Commerce University cannot offer on-campus (dormitory) accommodation, unfortunately. Therefore, it is suggested that students rent a flat or share a rented flat. Erasmus Office provides information and assistance to exchange students on how to rent a flat in the city.

KANKA System

Students automatically receive Turkish partner students, who contact them by email and are ready to answer all the questions concerning life in Istanbul and at Istanbul Commerce University.

Health Insurance

Students are requested to purchase health insurance in their home country.

Visa

All foreign students who will be studying in Turkey are required to have a student visa for the duration of their academic stay. In order to get a student visa, students need to apply to the Turkish Consulate nearest to their town-of-residence with the letter of Acceptance provided by Istanbul Commerce University.