



KARAMANOĞLU MEHMETBEY UNIVERSITY

Diploma Supplement

Karamanoğlu Mehmetbey Üniversitesi Rektörlüğü
Yunus Emre Kampüsü
70100 Karaman / TURKEY



Diploma Number : K1310090027
Diploma Date : 17.06.2013

This Diploma Supplement follows the model developed by the European Commission, Council of Europe and UNESCO/CEPES. The purpose of the supplement is to provide sufficient independent data to improve the international 'transparency' and fair academic and professional recognition of qualifications (diplomas, degrees, certificates etc.). It is designed to provide a description of the nature, level, context, content and status of the studies that were pursued and successfully completed by the individual named on the original qualification to which this supplement is appended. It should be free from any value-judgments, equivalence statements or suggestions about recognition. Information in all eight sections should be provided. Where information is not provided, an explanation should give the reason why.

1. INFORMATION IDENTIFYING THE HOLDER OF THE QUALIFICATION

- 1.1 Family name(s) : ██████████
1.2 Given name(s) : ██████████
1.3 Date of birth (day/month/year) : ██████████
1.4 Student identification number or code (if available) : ██████████

2. INFORMATION IDENTIFYING THE QUALIFICATION

- 2.1 Name of the qualification (if applicable) : Kamu Yönetimi, Lisans
2.2 Main field(s) of study for the qualification : Public Administration
2.3 Name and status of awarding institution (in original language) : Karamanoğlu Mehmetbey University, State University
Karamanoğlu Mehmetbey University, Devlet Üniversitesi
2.4 Name and status of institution (if different from 2.3) administering studies (in original language) : Same as 2.3
2.5 Language(s) of instruction/examination: Turkish

3. INFORMATION ON THE LEVEL OF THE QUALIFICATION

- 3.1 Level of qualification: First Cycle (Bachelor's Degree)
3.2 Official length of programme: Normally 4 years, 2 semesters per year, 17 weeks per semester, 240 ECTS.
3.3 Access requirement(s): High school diploma
Placement through a nation-wide Student Selection and placement Examinations (YGS and LYS).

4. INFORMATION ON THE CONTENTS AND RESULTS GAINED

4.1 Mode of study:

Full time

4.2 Programme requirements:

The students must complete 4 years of study acquiring 240 ECTS credits. This degree is awarded to students who successfully completed all courses in the curriculum and have a minimum CGPA of 2.00 / 4.00 and no failing grades.

Objectives :

Rising individuals have ability of research and innovation, lean to team work, follow national and international developments, and new technologies related to their occupation and use them perfectly, make accurate decisions and have aptitude for effective communication and multi-dimensional thinking, have knowledge on administrative sciences, law, politics, urbanization and environmental problems, have manager qualities for public organizations, private business and non-profit establishments.

Learning Outcomes :

Department of Public Administration aims to bring up candidate administrators and staff who have the quality of being an administrator and are well appointed. The students of Public Administration ascertain the historical development process and current stage of the discipline. The students theoretically learn the subjects of politics, law and economy and earns the ability of interpretation of these subjects. The students learn to determine fast and effective decisions against the possible troubles in their business lives. They get the ability of convincing people and analyzing human behaviours during their dialogs with public and upper authorities. They learn the theoretical informations required for being employed in Public Sector. In convenient with modern life needs, they are open in development and changes; and they adopt the principles of transparency, accountability, participatory democracy and sustainable development ideas. They get the ability of putting forward the social essentials of events that occur in globalized world and they get the ability of comprehension of public administrations' relations with the other social sciences. They comparatively learn the political, social and economical subjects in international basis. They interpret these subjects. They get the comprehensive informations about political histories and ideologies; and get the ability of analyzing the social events. They improve projects against the problems.

4.3 Programme details (e.g. modules or units studied), and the individual grades / marks / credits obtained:

Course Code	Course Name	Course Category	National Credit	ECTS Credit	Grade
Semester 1					
1009101	INTRODUCTION TO ECONOMICS I	Compulsory Course	2	4	C
1009102	BASIC CONCEPT OF LAW	Compulsory Course	3	4	A
1009103	GENERAL ACCOUNTING I	Compulsory Course	3	4	B
1009104	BEHAVIORAL SCIENCES I	Compulsory Course	3	5	B
1009107	ATATURK'S PRINCIPLES AND HISTORY OF TURKISH REVOLUTION I	Compulsory Course	2	1	A
1009108	TURKISH LANGUAGE I	Compulsory Course	2	1	E
1009112	ADMINISTRATION SCIENCE I	Compulsory Course	3	6	A
1009113	MATHEMATICS	Compulsory Course	3	4	D
1009114	UNIVERSITY LIFE	Compulsory Course	0,50	1	C
Semester 2					
1009203	GENERAL ACCOUNTING II	Compulsory Course	3	4	E
1009204	BEHAVIORAL SCIENCES II	Compulsory Course	3	5	B
1009207	ATATURK'S PRINCIPLES AND HISTORY OF TURKISH REVOLUTION II	Compulsory Course	2	1	D
1009208	TURKISH LANGUAGE II	Compulsory Course	2	1	B
1009211	INTRODUCTION TO ECONOMICS II	Compulsory Course	2	4	D
1009212	CIVIL LAW	Compulsory Course	3	4	C
1009214	ADMINISTRATION SCIENCE II	Compulsory Course	3	6	A
1009215	INTRODUCTION TO POLITICS SCIENCE	Compulsory Course	3	5	B
Semester 3					
1001313	COMMERCIAL LAW	Compulsory Course	2	2	A
1009303	PUBLIC ADMINISTRATION I	Compulsory Course	3	7	C
1009304	SCIENCE OF STATISTICS	Compulsory Course	3	7	E
1009306	USAGE OF BASIC INFORMATION TECHNOLOGY	Compulsory Course	0	2	C
1009310	ADMINISTRATIVE LAW	Compulsory Course	3	7	C
1009315	FOREIGN LANGUAGE I	Compulsory Course	2	1	D
1009316	MICRO ECONOMICS	Compulsory Course	3	6	C
Semester 4					
1009401	PUBLIC ADMINISTRATION II	Compulsory Course	3	7	B
1009408	BASIC COMPUTER SCIENCES II	Compulsory Course	0	2	B
1009412	FOREIGN LANGUAGE II	Compulsory Course	2	1	C
1009413	MACRO ECONOMICS	Compulsory Course	3	6	B
1009414	ADMINISTRATIVE JURISDICTION	Compulsory Course	3	7	B
1009415	LAW OF OBLIGATIONS	Compulsory Course	2	7	B
Semester 5					
1009519	URBANIZATION AND ENVIRONMENT PROBLEMS	Compulsory Course	3	7	A
1009523	BUREAUCRACY AND POLITICS	Elective Course	2	2	A
1009524	LOCAL GOVERNMENTS I	Compulsory Course	3	7	B
1009530	HISTORY OF POLITICAL THOUGHTS	Compulsory Course	2	6	A
1009531	CONSTITUTIONAL LAW	Compulsory Course	3	6	A
Semester 6					
1009603	CONTEMPORARY STATE SYSTEMS	Compulsory Course	2	4	A
1009619	LOCAL GOVERNMENTS II	Compulsory Course	3	7	C
1009623	INTERNATIONAL LAW	Compulsory Course	3	6	E
1009624	PUBLIC FINANCE	Compulsory Course	2	5	A
1009625	POLITICAL IDEOLOGIES	Elective Course	2	2	C
1009630	HUMAN RESOURCES MANAGEMENT	Compulsory Course	2	4	B
1009638	PUBLIC RELATIONS	Elective Course	2	2	E
Semester 7					
1009704	TURKISH ECONOMY	Compulsory Course	2	6	B
1009723	CONTEMPORARY PROCESSES AND TURKEY	Elective Course	2	2	A
1009729	CRIMINAL LAW	Compulsory Course	3	6	C
1009731	MANAGEMENT SKILLS IN PUBLIC	Compulsory Course	2	2	A
1009734	STRATEGIC MANAGEMENT	Compulsory Course	3	6	D
1009735	TURKISH ADMINISTRATIVE HISTORY	Compulsory Course	2	6	C
1009754	ETHIC IN ADMINISTRATION	Elective Course	2	2	A
Semester 8					
1009804	LABOR LAW	Compulsory Course	3	6	D
1009819	FISCAL POLICY	Compulsory Course	2	7	B
1009820	ADMINISTRATIVE PSYCHOLOGY	Compulsory Course	3	7	D
1009831	TAX LAW	Compulsory Course	2	6	E
1009834	TURKISH POLITICAL HISTORY	Elective Course	2	2	A
1009856	GENDER AND POLITICS	Elective Course	2	2	D

Total National Credits : 130,50

Total ECTS Credits : 240

CGPA : 3,22 out of 4.00

4.4. Grading Scheme and Grades :

For each course taken, the student is given one of the following grades by the course teacher. The letter grades, grade points and percentage equivalents are given below :

GRADE POINTS	EVALUATION	COEFFICIENT	PERCENTAGE
A	Excellent	4,0	90 - 100
B	Very Good	3,5	85 - 89
C	Good	3,0	75 - 84
D	Satisfactory	2,5	70 - 74
E	Sufficient	2,0	60 - 69
FX	Fail	1,5	50 - 59
F	Fail	0	0 - 49
DZ	Not Attended	0	-

YT : Satisfactory, but not included in CGPA.

YZ: Unsatisfactory, but not included in CGPA.

MU: Exempt, is given for the qualification obtained formal and /or informal education before the attendance of the program, but not included in CGPA.

4.5. Overall classification of the qualification :

Final Grade Of Degree: Başarılı (Satisfactory)

Cumulative Grade Point Average (CGPA): 3,22 out of 4,00

The CGPA is calculated by taking into account all the courses taken by a student from first semester to the last semester and courses recognised as valid by the department in which she/he is registered. Criterion for degree classification is:

- Yüksek Onur (High Honour) : 3,50 - 4,00

- Onur (Honour) : 3,00 - 3,49

5. INFORMATION ON THE FUNCTION OF THE QUALIFICATION

5.1. Access to further study:

May apply to second cycle programmes.

5.2. Professional status (if applicable):

This degree enables the holder to exercise the profession. The students graduating from this programme are efficient to work in both and private sector.

6. ADDITIONAL INFORMATION

6.1. Additional Information (Department web site):

N.A.

6.2. Further information sources:

University web site

: <http://www.kmu.edu.tr>

The Council of Higher Education web site

: <http://www.yok.gov.tr>

Online University Catalogue

: <http://obs.kmu.edu.tr/bologna>

The Turkish ENIC-NARIC web site

: <http://enic-naric.net/index.aspx?c=Turkey>

7. CERTIFICATION OF THE SUPPLEMENT

7.1. Date

: 05.07.2013

7.2. Name and Signature

: Mevlüt BALTA

7.3. Capacity

: Registrar of the Karamanoğlu Mehmetbey University

7.4. Official stamp or seal

:

8. INFORMATION ON THE NATIONAL HIGHER EDUCATION SYSTEM

Structure and Degree System

The basic structure of the Turkish National Education System consists of stages of noncompulsory pre-school education; compulsory primary (elementary and middle school) and secondary (high school) education; and higher education. Primary education begins at the age of 5.5 (66 months), lasts eight years and comprises elementary and middle school education, four years each. Secondary education is also four years and divided into two categories as "General High School Education" and "Vocational and Technical High School Education". The entry into these categories is through composite scores obtained from a centralized exam for secondary schools.

Higher education system in Turkey is managed by the Council of Higher Education (CoHE, Yükseköğretim Kurulu-YÖK) which is an autonomous public body responsible for the planning, coordination, governance and supervision of higher education within the provisions set forth in the Constitution of the Turkish Republic and the Higher Education Law. Both state and non-profit foundation universities are founded by law and subjected to the Higher Education Law and to the regulations enacted in accordance with it.

Higher education in Turkey comprises all post secondary higher education programmes, consisting of short, first, second, and third cycle degrees in terms of the terminology of the Bologna Process. The structure of Turkish higher education degrees is based on a two-tier system, except for dentistry, pharmacy, medicine and veterinary medicine programmes which have a one-tier system. The duration of these one-tier programmes is five years (300 ECTS) except for medicine which lasts six years (360 ECTS). The qualifications in these one-tier programmes are equivalent to the first cycle (bachelor's) plus second cycle (master's) degree. Undergraduate level of study consists of short cycle (associate's)-(önlisans derecesi) and first cycle (bachelor's)-(lisans derecesi) degrees which are awarded after successful completion of full-time two-year (120 ECTS) and four-year (240 ECTS) study programmes, respectively.

Graduate level of study consists of second cycle (master's)-(yüksek lisans derecesi) and third cycle (doctorate)-(doktora derecesi) degree programmes. Second cycle is divided into two sub-types named as master without thesis and master with thesis. Master programmes without thesis require 60 to 90 ECTS credits and consist of courses and a semester project. 60 ECTS non-thesis master programmes are exceptional, and exist in a few disciplines. The master programmes with a thesis require 90 to 120 ECTS credits, which consists of courses, a seminar, and a thesis. Third cycle (doctorate) degree programmes are completed having earned a minimum of 180 ECTS credits, which consists of completion of courses, passing a proficiency examination and a doctoral thesis. Specialization in medicine, accepted as equivalent to third cycle programmes are carried out within the faculties of medicine, university hospitals and the training hospitals operated by the Ministry of Health.

Universities consist of graduate schools (Institutes) offering second cycle (master's) and third cycle (doctorate) degree programmes, faculties offering first cycle (bachelor's degree) programmes, four-year higher schools offering first cycle (bachelor's) degree programmes with a vocational emphasis and two-year vocational schools offering short cycle (associate's) degree programmes of a strictly vocational nature.

Since 2003, first cycle degree holders may apply directly to third cycle (doctorate) programmes if their performance at the first cycle degree level is exceptionally high and their national central Graduate Education Entrance Examination (ALES) score is also high and their application is approved. For these students, theoretical part of the programmes requires additional courses of 60 ECTS credits.

Admission of national students to short and first cycle degree programmes is centralized and based on a nationwide one/two-stage examination(s) conducted by an autonomous public body (Assessment, Selection and Placement Centre-ÖSYM). Candidates gain access to institutions of higher education based on their composite scores consisting of the scores on the selection examination and their high school grade point averages. Admission to graduate programmes is directly conducted by the higher education institutions (HEIs) within the frameworks of the publicly available national and institutional regulations. Admission of foreign students to programmes at all levels of higher education can be done by direct applications of candidates to HEIs based on publicly available national and institutional regulations.

The Turkish National Qualifications Framework for Higher Education (TYYÇ): The National Qualifications Framework for Higher Education in Turkey (TYYÇ) developed with reference to the QF for European Higher Education Area and the EQF for lifelong learning was adopted by the CoHE in 2010. The framework has been developed as a part of a single national qualifications framework, which would eventually consists of 8 level national framework covering all levels of educations on completion of the ongoing work at the national level, in which the higher education levels lie on levels between 5 to 8. The levels of the TYYÇ with reference to the European overarching qualifications frameworks as well as that to ECTS credits and student workload are shown below.

TYYÇ LEVELS, QUALIFICATIONS TYPES AND ECTS CREDITS

Higher Education Levels/Cycles			AWARDS/ DEGREES	LENGTH (Year)	TOTAL ECTS CREDITS (Year x 60 ECTS)	TOTAL STUDENT WORKLOAD (h) (1 ECTS= 25-30h)
QF-EHEA	EQF-LLL	TYYÇ LEVELS				
3	8	8	Doctorate Specialization in Medicine Doctorate in Art	3 (min.)	180 (min.)	4.500 – 5.400
2	7	7	Master's Degree	1-2	60 - 120	1.500 – 3.600
1	6	6	Bachelor's Degree	4	240	6.000 – 7.200
Short Cycle	5	5	Associate's Degree	2	120	3.000 – 3.600

