



**SABANCI UNIVERSITY**

**INTERNATIONAL**

**STUDENTS GUIDE** *2021 – 2022*



**FOR UNDERGRADUATE DEGREE STUDENTS**

# Sabancı Universitesi

*The information in this booklet is subject to the decisions of Executive Board of Sabancı University and the regulations approved YOK (Higher Education Council).*

*Throughout your studies at Sabancı University, it is required to follow-up all new and updated arrangements and regulations via our official web site and our intranet page.*

*[www.sabanciuniv.edu](http://www.sabanciuniv.edu)*

*[mysu.sabanciuniv.edu](http://mysu.sabanciuniv.edu)*

Sabancı University is a participatory institution that is financially and administratively self sufficient and sustainable. Sabancı University is sensitive to the needs of its students, their families, employees, administrators and the entire society.

We strive to define and make visible all issues that concern us at large, and focus on applied techniques to meet the social and technological needs of the future. We adopt an interdisciplinary approach of “learning to learn” to cultivate knowledge, support education and facilitate social advancement.

The University cultivates its existing local and regional comparative advantages to generate, articulate, uncover and develop leading-edge knowledge in order to create competitive competencies within an international and global context. The University takes active initiative to form and to select international and global educational and research networks.

## Keywords of our Philosophy

- Student/Stakeholder Focused
- Participatory
- Socially Responsible
- Application-Oriented
- Developing and Disseminating Knowledge and Science
- Interdisciplinary
- Self-Sufficient
- Teamwork Oriented
- Local, Regional, Global
- Learning to Learn

## Vision:

We will be an innovative institution responsive to the needs of all our constituents through a participatory culture that embraces diversity and freedoms. We will have an interdisciplinary educational infrastructure that will create and disseminate knowledge. Sabancı University aspires to become an international reference point for innovation in education and research.

## Mission:

*“Creating and Developing Together”*

Our mission is to develop internationally competent and confident individuals, enriched with the ability to reflect critically and independently, combined with a strong sense of social responsibility; and, to contribute to the development of science and technology on a global level, as well as disseminating the knowledge created to the benefit of the community.

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# WELCOME TO Istanbul, Turkey

As the largest city in Turkey and 5<sup>th</sup> largest city in the world with a population of around 15 million, Istanbul is the largest metropolitan area in Europe. The French emperor Napoleon said: “If the world was a single state, Istanbul would be its capital”. Istanbul is a truly magnificent and the only city in the world that spans over two continents; Europe and Asia. You can explore the invaluable historical and cultural heritage this unique city offers within a secure, friendly, multi-ethnic and multicultural environment.

# BEFORE ARRIVAL

## Tuition Fee Payment

The tuition fee payment receipt is one of the required documents in order to register at Sabanci University. Please note that the tuition fee should be paid between August 31 and September 2. The following table displays fee amounts with scholarship rates for 2021-2022 Academic year.

FULL ANNUAL TUITION (2021-2022)	If you are granted:				
	100% Scholarship	75% Scholarship	50% Scholarship	25% Scholarship	Only Free Accomodation
	REMAINING TUITION FEE				
<b>19500 USD**</b>	0 USD	4875 USD	9750 USD	14625 USD	19500 USD
<b>First Installment * (Will be Announced)</b>	0 USD	938 USD	3375 USD	5813 USD	8250 USD
<b>Second Installment (Will be Announced)</b>	0 USD	2437 USD	4875 USD	7312 USD	9750 USD

\*1500 USD pre-registration payment is reduced from student's first installments on tuition fee payment.

\*\*All tuition fees include %8 VAT.

## Creating an Account for Sabanci University Access

You will receive an e-mail from the Student Resources unit about admission information. In this e-mail you will get your Student ID number and with this ID you can create your account, which is the first thing you have to do. With this account you will be able to have access to the SU information system and thus complete your course registration, access to your records, etc. If you need help, the following link contains useful information for the new comers to create their account: <https://www.sabanciuniv.edu/en/suaccountform> After you create your account, fill out the required forms via the Information System and upload university registration documents between September 21 – September 23, 2021.

- Student Information Form
- Health Information Form (mandatory for all students)

### IMPORTANT!

To be able to fill Medical Information Form, you are required complete below processes:

- Firstly, you need to have below stated blood tests from any private or public health institution: Hemogram, HbsAg, Anti-Hbs, Anti-Hbc IgG, AntiHAV IgG, Anti-Measles IgG, Anti-Mumps IgG, Anti-Rubella IgG.
- You need to have a chest x-ray.
- You are required to send the report of the chest x-ray and the blood test results to "sbf@sabanciuniv.edu" and "healthcenter@sabanciuniv.edu" via e-mail.
- For your questions: Health Center phone numbers: 0216 483 99 37/25/46/23
- E-mail: healthcenter@sabanciuniv.edu

## Visa

VISA might be required for citizens of some countries. However, getting a student visa is not compulsory for your registration. A student can come with any type of visa and register to the university. In case you need a visa to enter the country, you will need to visit the nearest Turkish Consulate in your country with your acceptance letter. Important: If your country has a visa exemption agreement with Turkey, you can directly come without a visa.

Please check Turkish Foreign Ministry web page:

<http://www.mfa.gov.tr/visa-information-for-foreigners.en.mfa>

If you are already in Turkey, you can directly register to Sabancı University and apply for a student residence permit after registration. Please get in touch with IRO for residence permit application.

## Preparation of Registration Documents

Please be sure that you checked the list and prepared all your necessary documents. You can find required documents for registration in the e-mail sent by Student Resources and also the Arrival Section of this guide. Please bear in mind that university registration will be completed after you both upload registration documents to the online system between September 21 – September 23, 2021 and send them to Student Resources Unit between September 21 – October 14, 2021.

## Residence Permit First Application

Students enrolled in an academic program in Turkey for 3 months or longer are obliged to acquire a student residence permit as per the Law on Foreigners and International Protection. To do this, you need to make an online residence permit application and submit your files. However, do not worry; we will guide you through the process and submit your hard copy application file on your behalf to the Immigration Office all together. Please be aware that it is your responsibility to prepare all the documents and submit them to us on time!

You must complete the documents during the orientation week so that we can submit your hard copy application file to the Immigration Office immediately. If you do not provide all the documents on time, then you will have to submit them to the Immigration Office yourself and your card will arrive late. The International Relations Office (IRO) will send you a Legal Process Guideline via e-mail ([irolegal@sabanciuniv.edu](mailto:irolegal@sabanciuniv.edu))

about the documents you need to prepare and the forms you need to fill out before the orientation week.

## IMPORTANT NOTES:

- Turkish citizens / blue cardholders do not need to get a residence permit.
- Students, who will be abroad during their education period, are not required to apply for residence permit. Residence permit process can only be initiated after arrival.
- If you already have a short-term residence permit you can make a “transfer application” for the student residence permit.
- If you are coming from another university in Turkey to Sabancı University you have to apply for a residence permit within 10 days after you leave your university. You need to get a document as a proof of leaving your university before you join Sabancı University.
- If you provide us all your required documents on time, we will submit your hard copy files to the Immigration Office after the orientation week.

Once the Immigration Office goes over your files and approves your application file, the confirmation SMS / email for your application approval will be sent to you. After receiving the message, your card will be printed and posted by the Immigration Office. Your card is delivered to your contact address by the official carrier, PTT. You must be ready at the address you provided in the application form to receive the card. The postman will not hand over the residence card to anyone other than you. If the postman cannot find you at your address, the PTT will return your card to the Immigration Directorate.

Please be aware that tracking your residence permit card during the posting process is fully your responsibility. To receive your card, make sure you provide the correct address on the application form.

Be aware that Immigration Administration might ask for some extra documents depending on your situation.

After receiving your residence permit card, please send a double-sided copy to [studentinfo@sabanciuniv.edu](mailto:studentinfo@sabanciuniv.edu)

**ATTENTION: You cannot leave Turkey without obtaining your residence permit card. If you do so, you will receive a penalty depending on your case, might even face far more severe sanctions.**



In case you need to leave Turkey before you receive the residence permit card (we do not suggest this except emergencies), please make sure you have an Approval Document (Müracaat Belgesi) with you at the airport that proves your application for residence permit. To take this document, you need to go with your passport to the Istanbul Department of Immigration (İstanbul İl Göç İdaresi) and submit it to the Room 106 (an office within the building) on the first floor and request the Approval document. Please make sure to get this document at least 5 days prior to leaving the country

Please be aware that, you are allowed to leave the country only for 15 days even with the Approval Document (Müracaat Belgesi)!

### Housing Application

**Fall semester dormitory applications will start on 01.08.2021 and end on 20.08.2021 at 23:59**

**Fall semester dormitory applications for newly enrolled students will start on 04.09.2021 and end on 11.09.2021 at 23:59**

To be able to stay in the dormitories, you have to make an online dormitory application and provide all the necessary documents on time. **Please be aware that it is fully your responsibility to provide the required documents and complete the online application process to receive a dorm room.**

**Access to the systems:** You may access the system with your Student ID number which will be sent to you via e-mail by Student Resources.

**IMPORTANT: Your ID information will be sent to you towards the end of August. You will be able to make your application after you receive your ID information. Please make sure you apply before the deadline.**

**Application link:** <http://bannerweb.sabanciuniv.edu>

- You must apply to the dormitory online in order to get a room.
- **If you do not complete your online application, you will not be provided a room, even if you have a dormitory scholarship.**
- Placements are finalized and announced after the online application system closes.
- Please check the calendar for orientation and registration dates and arrange your travel accordingly.

**Once you are informed about your dorm placement result, you will have to access to the online system and upload documents listed below: (Make sure to bring all hardcopies of your documents with you.)**

1. **Health report:** A medical report saying that there is no health problem that would prevent you from staying in a dormitory. You can get this report from your own country as long as it is in English. The report should



be officially signed and sealed by a doctor or a medical professional.

- 2. Blood Test and Chest X-ray:** Do not forget to have a blood test done (Hemogram, HBsAg, AntiHBs, Anti-HBc IgG, Anti-HAV IgG, Anti-Measles IgG, Anti-Mumps IgG, Anti-Rubella IgG) and get a chest x-ray before registration. You are required to send the chest x-ray report and the blood test results to "sbf@sabanciuniv.edu" and "healthcenter@sabanciuniv.edu" via email. (You might face some language barrier issues and a time schedule problem if you chose to obtain these tests from Turkey during the registration week. Thus, we strongly recommend that you obtain these reports from your home/host country in order to make your registration easier.)
- 3. Passport copy:** Identity information and photo page.
- 4. Student certificate:** Once you are registered, you can get it from the Student Resources.
- 5. Criminal report:** You can get this document in person with your passport from the nearest courthouse in Turkey or download it from e-government after you get your residence card. The International Relations Office will guide you during the orientation week on obtaining a criminal record certificate.

**IMPORTANT: Once you arrive, beside the documents listed above, you are supposed to provide a payment slip for the housing and deposit for the dorm.**

For more information please visit: <https://dorm.sabanciuniv.edu>

For more questions, please do not hesitate to contact us: [yurtlar@sabanciuniv.edu](mailto:yurtlar@sabanciuniv.edu)

## Rooms and Amenities

- All rooms are equipped with personal internet connections, wifi and internal-only phone lines for each student. Other furnishings include large desks, desk lighting, reading lamps in bunk beds, large closets with drawers, and well-ventilated bathrooms and toilets.
- Rooms are designed to accommodate 2 or 4 occupants and allow all residents to study and rest at any time without disturbing each other, even if they are in the same room.
- There are study rooms available on all floors and a TV room in each hall. Water dispensers on all floors provide hot and cold water at all times.
- Cleaning personnel clean rooms and bathrooms on a schedule determined by the university, and collect trash on a daily basis. Students are responsible for making their beds and keeping their desks tidy.
- Students are required to bring all personal hygiene and care items (shampoo, soap, towels, toilet paper, toothpaste, detergents and others). Students can wash their personal items free of charge in the fully automated washing and drying machines located in the laundry rooms, and use the facilities provided for ironing.
- Bedding (pillows, comforters, sheets, mattress protectors) is provided by the university. Students may exchange used linens with clean ones once a week and at announced times.
- There are accessible rooms for students with disabilities.

The fees can be displayed via <https://www.sabanciuniv.edu/en/tuition-fees-2021-2022>

Deposit is (paid once, during first entrance) 2200TL. Bank transfer or credit card payments are not accepted. Please note that you will need a Tax Number in order to make your dormitory payment. You can read more on Tax Number in this guide. IRO will assist you to get a tax number right after your arrival.

**Webpage:** <http://dorm.sabanciuniv.edu/Guide>

**Contact:** [yurtlar@sabanciuniv.edu](mailto:yurtlar@sabanciuniv.edu)



## How to get to campus?

We highly recommend you to exchange your money while you are at the airport or beforehand and have Turkish Liras in cash since you will need it while using any kind of transportation services.

### From Istanbul Airport to Campus:

#### ☉ Havaist Shuttles:

##### To **4. Levent** (~40 TL):

- First step: Take the Havaist Shuttle from İstanbul Airport to 4. Levent.
- Second Step: Take Sabancı University Shuttle from 4. Levent

##### To **Kadıköy** (~50 TL):

- First step: Take the Havaist Shuttle from İstanbul Airport to Kadıköy.
- Second Step: Take Sabancı University Shuttle from Kadıköy.

##### To **Pendik Tavşantepe Metro** (~50-130 TL):

- First step: Take the Havaist Shuttle from İstanbul Airport to Pendik Tavşantepe Metro.
- Second Step: Take Sabancı University Shuttle from Pendik Tavşantepe Metro.
- Alternative Second Step: Take a taxi from Pendik Tavşantepe Metro to campus.

For **Havaist Shuttle Schedule** and ticket booking/buying please visit their website: <https://hava.ist/en>

For **Sabancı University Shuttle Schedule** and shuttle stops please visit: <https://www.sabanciuniv.edu/en/shuttle-hours>

#### ☉ Taxi (~250-350 TL):

If you take the taxi to the campus, it should cost between 250-300 TL. Please note that prices for bridges and paid roads are not shown on taximeters. They are added to taximeter prices later on, when you are making the payment. However, the trip should not cost much more than 350 TL. There are also price tables inside the airport that offer a more standardized version of costs for taxis. For estimating taxi costs, you can use apps like iTaksi or BiTaksi.

## From Sabiha Gökçen Airport to Campus:

### ☉Option 1 (~45 TL):

Because Sabancı University is very close to the airport and there is no direct or useful indirect public transportation, we kindly recommend you to take a taxi.

### ☉Option 2 (~25 TL):

- First step: Take a taxi and go to Viaport Shopping Mall
- Second step: Take Sabancı University Viaport Shuttle from Viaport Shopping Mall

You should check latest shuttle schedule from the web site before you depart from home.

<https://www.sabanciuniv.edu/en/shuttle-hours>

Please note that it might be required for you to make a shuttle reservation in advance. Please check the following announcement: <https://mysu.sabanciuniv.edu/announcements/en/87125/new-shuttle-ticket-prices>

Please regularly check MySU for updates regarding transportation to campus.

## Mentors

CIAD (Center for Individual and Academic Development) assigns a mentors to support you after your arrival. You are matched with a student as your mentor who can offer additional information about the Sabancı University community, academics, and cultural information. CIAD will inform you about the contact information of your mentor, before your arrival. You can reach your advisors contact information through the SU Bannerweb page.

Our aim is to facilitate:

- Participation & Socialization
- Knowledge & Experience Sharing
- Communication & Teamwork
- Building of University Culture

## Students with Special Needs Support Unit

Students with Special Needs Support Unit aims to provide;

- Support to all Sabancı University students with a temporary or a permanent physical or psychological disability in their lives,
- Create a supportive environment for students' academic, social, and personal development,
- To raise awareness about disability for all the individuals and units under the roof of Sabancı University.
- Our unit bases all processes on the equality principle and targets an equal university education based on rights for special needs students. Adopting the equality principle, the unit provides the necessities for academic processes, supports housing needs, and grants access to university life.
- For further details please visit; <https://www.sabanciuniv.edu/en/student-special-needs-support-unit-ssn>

## Campus Rules for the 2021-2022 Academic Year

Please visit this link to get detailed information regarding campus rules for the 2021-2022 academic year. Please follow **announcements** and the **President's Message** page on regularly for updated information.





## AFTER ARRIVAL

### Orientation

The orientation is a great chance to learn practical and legal information and to meet other students.

The Orientation Days will be on September 23th -24th. The details of the program will be sent by the International Relations Office. Please make sure to attend all of the orientation program.

### Registration at Sabancı University

In order to enroll at Sabancı University, you are required to both upload registration documents to the online system between September 21 – September 23, 2021 and send them to the Student Resources Unit between September 21 – October 14, 2021. If, for any reason, you fail to complete the process within the stated period, you will lose your enrollment right to Sabancı University.

### Required documents and forms

1. **Official Exam Report** (such as SAT\*, ACT, GCE (O, AS, A levels altogether), etc) – if you have submitted at the application stage  
\*SAT should be sent via Colledgeboard with the institution code 7100
2. **Diploma/Graduation Certificate** (It will be sufficient to submit an attested copy of the original document by notary/consulate) If the original diploma is generated in a language other than Turkish or English, a notarized/attested Turkish or English translation of the diploma with a wet stamp (by the Consulate or Notary) is also required along with the diploma.
3. **Original Transcript** (It will be sufficient to submit an attested copy of the original document by notary/consulate) If the original transcript is generated in a language other than Turkish or English, a notarized/attested Turkish or English translation of the transcript with a wet stamp (by the Consulate or Notary) is also required along with the transcript.
4. **High School Diploma Equivalency Certificate** from the Turkish Ministry of Education or the Education Attache at the Turkish Embassy (with wet stamped or electronic signature)

*\*As part of the registration rules and regulations, all international undergraduate students are required to submit their High School Diploma Equivalency Certificate (Denklik Belgesi) together with the other registration documents. In countries where there is an Education Attaché at the Consulate/ Embassy of the Republic of Turkey, High School Diploma Equivalency can be obtained before arrival. Rules and regulations regarding the equivalency certificate are subject to change by the Turkish Ministry of Education. Please bear in mind that students whose equivalency certificate applications are rejected are not allowed to legally register to any university in Turkey. International Relations Office will provide you with a Legal Process Guideline by e-mail, which will guide you with equivalency applications.*

5. **Applicant's passport page which contains the photo** (Attested by the notary or consulate as "true copy")
6. If taken before, **copy of residence permit**
7. **Turkish ID Card Copy** (only for Turkish citizens) or **Blue Card Copy** (only for those who quit from Turkish citizenship)
8. **Language proficiency exam** if you submit during the application
9. **1 passport size photo** (only required to upload online)
10. **Notarized Parental Consent Letter if you are under 18 years old**

### Sabancı University English Language Assessment Exam

The medium of instruction at Sabancı University is English. To start their faculty studies, all newly registered students are required to pass the **online** English Language Assessment Exam (ELAE) Stage 2 unless they submit one of the accepted English Language Proficiency Exam certificates (eg. TOEFL IBT, etc.) with a valid score. For accepted tests and minimum requirements, please see: <http://www.sabanciuniv.edu/en/exemption-exams> Students, who do not meet the required English proficiency level, will be placed at the appropriate level in the Foundation Development English Language Preparation Program according to their ELAE Stage 1 score. They will need to successfully complete the exit level or submit a valid English Language Proficiency Exam certificate at the end of fall or spring semester within the dates announced by SU. These students are exempt from the ELAE and can continue their undergraduate studies.

All newly registered students will be informed about the venue and time of the **online** ELAE stages 1 & 2 in the registration period. Students who pass the online ELAE Stage 1 have the right to take the **online** ELAE stage 2.

For more information you can contact us via [schooloflanguages@sabanciuniv.edu](mailto:schooloflanguages@sabanciuniv.edu)

### Create SU-Net Account

In order to access Universities IT related services (such as connecting to the wireless network or accessing emails, SIS etc.), you need to create your SU-Net account from <https://www.sabanciuniv.edu/suaccountform>

### Wireless Network Access

Sabancı University wireless network provides a secure network access in campus buildings. You can connect to the SABANCIUNIV wireless network with your SU-Net credentials. EDUROAM network is also available to use at campus.

### Course Registration

In Fall and Spring semesters, you are responsible to make your course registrations via the web using the **Information System (IS)** in person after fulfilling all the requirements of the University.

You should follow the steps below in course registrations:

Course registrations can be done via the internet using the **IS** within the dates announced in the academic calendar (within the dates stated in the Course Registrations announcement) **Information System Course Registrations** can guide you during your course registrations.

For course registrations, you must fulfill all requirements to the University. The requirements are; making tuition fee payment, University Center debts etc.

The courses that you will be registered to should be determined according to the program you wish to graduate from and should be finalized by taking your academic advisor's opinion before registration.

Upon the completion of course registrations, you have to make sure that you have registered all the courses you want and check your schedule for any error messages.

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### Course Add-drops

You can add-drop courses during the dates stated in the academic calendar. You can add-drop courses during the second week, following the beginning of classes in fall and spring terms. In this process, which is called the add-drop process for courses, you are required to make such modifications personally by getting the feedback of your advisor. Any add-drop processes after this period are subject to the approval of the Faculty Administrative Board provided that your request is reasonable.

### Payments

The annual tuition fee and dormitory fee must be paid in two separate, equal installments prior to registering for the fall and spring semester.

<http://www.sabanciuniv.edu/en/fees>

### Health Insurance

Sabancı University provides private health insurance (Ak Sigorta) to all degree-seeking students within their studying period. You can use your health insurance in hospitals which have an agreement with Ak Sigorta. To use your health insurance first you should go to Health Center in campus. They will send you to the hospital. After that you can use your health insurance in the hospital that Health Center sends you. You can get your health insurance policy by emailing [irolegal@sabanciuniv.edu](mailto:irolegal@sabanciuniv.edu)

## Residence Permit Extension

If your studies continue past the expiration date of your card, then you have to extend your residence permit.

- Students, who will be abroad during their education period, are not required to apply for residence permit.
- Residence card renewal process can only be done in Turkey. Applications made from abroad are invalid. If your residence period has expired while abroad, you may need a visa before coming to Turkey. Please check visa conditions : <http://www.mfa.gov.tr/visa-information-for-foreigners.en.mfa> After coming to Turkey, start your renewal process by sending an email to [irolegal@sabanciuniv.edu](mailto:irolegal@sabanciuniv.edu)

Please be aware that the extension application is fully your responsibility. You have to make yourself familiar with the extension process from the Immigration Office web page and apply for extension before your residence permit expires. If you do not do so, you will face penalties and even deportation. Therefore, we suggest that you add your expiration date to your personal calendar and make sure to set a reminder at least 2 months in advance. (You have to make your extension application before the expiration date. If you miss the date, then you can still apply within 10 days of expiration, which might bring penalty payments)

The steps you should follow for residence permit extension;

1. Please contact [irolegal@sabanciuniv.edu](mailto:irolegal@sabanciuniv.edu) and request an up-to-date application guideline and make your online residence permit extension application at this link: <https://e-ikamet.goc.gov.tr>
2. After completing your online application please pay your residence permit card fee and download your payment receipt by using the online payment system.
3. After completing the payment, prepare necessary documents list as below.
4. You should submit your documents to IRO by e-mail.

Necessary documents for residence permit extension applications;

- Residence Permit Application Form (Signed)
- Copy of Passport (ID page, entry stamp page, and visa page): If you have entered Turkey with an e-visa, you have to submit the copy of your e-visa. Make sure your passport is valid for 6 months minimum
- Old residence permit card copy
- 4 Biometric pictures
- Student certificate (You can obtain this from the Student Resources or download from e-devlet.)
- The receipt of the residence permit card fee (currently 125TL) Residence card payment can be made with debit card or credit cards using the online payment system without going to the bank or the tax office, or you can pay it at the tax offices before your appointment date.
- If you are under 18 years old and did not enter the country with a student visa:
  - o You have to submit a document (letter of parental or guardian consent) written by your parents allowing you to study at Sabancı University and live in Turkey. It should have an Apostille and must be officially translated into Turkish. You should get a certified copy of it by notary. If you come from a country that does not have an Apostille agreement, then you should also get the approval from your consulate in İstanbul and the district governorship in Turkey after getting it translated and approved by notary.
  - o You have to submit your birth certificate. It should have an Apostille and must be officially translated into Turkish. You should get a certified copy of it by notary. If you come from a country that does not have an Apostille agreement, then you should also get the approval from the district governorship in Turkey after getting it translated and approved by notary.

### Notes:

You can stay in Turkey 10 days after you graduate or leave the university or freeze the term with your valid residence permit. If you will stay more than 10 days after leaving university or freezing the term, you have to pay penalty at the airport when you leave Turkey. You can apply for a short-term residence permit before your residence permit becomes invalid.

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If you graduate, your residence permit card is canceled as of your graduation date, even if the card's expiry date shows a later date. You can stay in Turkey 10 days after your graduation date. You can apply for a short term residence permit before your residence permit become invalid. If you will do further studies in Turkey, you can apply for student residence permit within 90 days.

### Tax Number

The tax number is necessary to make important payments, such as the residence permit fee, opening a bank account, or registering your mobile phone. Once you receive your residence permit card, you will have your foreign ID number. You can use your foreign ID number for all legal issues, however until you receive it, the tax number is the ID number you should be using for financial arrangements.

Necessary documents

- A Turkish phone number
- Passport ID page scan (pdf, doc or jpeg format less than 1Mb)

There are two ways of acquisition of tax number:

- Online application: Visit the official web page of Tax Office. <https://ivd.gib.gov.tr> Click on the Application For Non-Citizen's Potential Tax number button on the bottom of the page. The application form has English explanations, and it requires you to upload your passport ID scan. They system will give you a Tax ID number once you submit the form. Please enable cookies and pop-up on your browser since your Tax ID number will be given to you as an official letter in a PDF format. If you cannot obtain an online tax number, you must visit the nearest tax office in person.
- In-person application: You need to visit a Tax office with your original passport and its copy.

Keep in mind that the International Relations office will help you with the residence permit application during the orientation week, thus, tax numbers have to be obtained before that. Without the tax number, we will not be able to help you. Everything starts with the Tax Number.

Please note that you do not have to open a bank account for making your dormitory or other SU payments. You should just bring your Tax Number and Student ID Card to Akbank, which is located on the campus. With your Tax Number and Student ID Number, the bank assistant will be able to screen your due payment and its amount.



In case you need to go to the tax office on your own, the nearest tax offices' addresses are given below:

- **Yakacık Tax Office:** Hürriyet Mahallesi Yakacık D-100 Kuzey Yanyol Cad. No:47/A-B Kartal/İstanbul
- **Kadıköy Tax Office:** Osmanağa, Halitağa Cd. No:19, 34714 Kadıköy/İstanbul

### Important:

If you already have a residence permit card or Turkish citizenship/blue card, you can use your Turkish ID Number instead of tax number.

### Cell Phone Registration

If you have brought your own mobile phone to Turkey, you must register it within 120 days after your last entry date to Turkey. If you do not do it, your phone will be blocked by the end of 120 days.

You will need to submit your residence permit card during the phone registration. If you register without a residence permit card, your phone will be blocked after 6 months.

In order to register your phone to the system, first you need to pay mobile phone registration fee (currently 2170 TL). You can pay your fee via online banking, by going to the nearest tax office or to any bank branch.

Whether you pay your fee online or in person, you will be asked to provide IMEI number of your mobile phone. After making the payment, please take the receipt and keep with you.

If you do not know the device's IMEI number, you can learn it by dialing these digits: \*#06# After you learn your IMEI number, please write it down to a paper.

Paying the registration fee does not mean registering the phone. You must register your phone through e-devlet portal. (<http://www.turkiye.gov.tr>)

Ps: As the most of registering your phone is almost equal to a new phone cost, we suggest buying a new phone instead of going through all these bureaucratic processes.

### Notes:

- Please note that you need a Tax Number or Foreign ID Number to be able to register your cell phone.
- The tax receipt must contain the IMEI number of the device to be registered and the passport holder's name and surname.
- If you make your cell phone registration without your residence permit card, you can use your cell phone just on one phone number that you buy during the registration.
- If you register without a residence permit, your phone will be blocked after 6 months.
- Only one cell phone can be registered during 2 years.
- If you buy a cell phone in Turkey, you do not have to make a cell phone registration. So, if you do not want to pay tax and registration fees you can buy a cheap phone from the stores in Turkey.

### Student ID card

After the enrollment, you will receive a Student ID card. This card will be used not only for identification purposes, but also to benefit from campus facilities, such as Information Center services, transportation, cafeteria, sports center, photocopy and printer facilities etc. For further information please check the 'Campus Facilities' section.

### How To Get A Student ID Card?

You must upload a proper passport size photo along with university registration documents to the online system. Once your card is ready, you will receive an e-mail to pick it up.



## Istanbul Card

You will need an Istanbul Card for use the subway, ferry, bus, metrobus and etc. For low-cost public transportation in İstanbul, you can apply for a Student Istanbul Card.

### To be able to apply for an Istanbul Card, required documents and steps:

1. Passport
2. Passport copy
3. Fee (10 TL)
4. Student certificate (will be given in the orientation days)
5. You will able to apply for an Istanbul Card after your YOK numbers are created. You will be notified by Student Resources via e-mail once YOK numbers are created.

Please hand these documents to İETT İşletmeleri Genel Müdürlüğü Elektronik Kart Yönetim Müdürlüğü (İETT General Management of Electronic Card) in Karaköy/İSTANBUL (Near Tünel). Your card will be prepared and given to you.

## Foreign Identity Number

As per recent regulations, every foreign resident must have an identity number given by the Turkish republic, just like Turkish citizen. This number is used in the Information System as well. This number is used while producing a student certificate, during the graduation, etc. After obtaining the residence permit you receive this number and are required to inform Student Resources by submitting a both sided copy of your residence permit. Your Foreign Identity Number will be an 11 digit number starting with 99. Until you obtain this number you may use your YOK Number for necessary procedures.

## Student Certificate

- Student Certificate is an official document stating that you are currently a registered student at Sabancı University.
- Students may request a certificate through the Document Request Form on the Student Resources web site.
- Scholarship information can be added to the certificate if requested by the student in the online request form.
- Student certificate will not be issued when unsatisfied financial obligations to the University exist. Please be sure that you have no obligations left to the university.
- After your online request, the student certificate is prepared in two working days. Once the student certificate with e-signature is ready, it will be sent to your SU e-mail address.

## Updating personal information

Some of your personal information (mailing address, home address, telephone numbers, emergency contact person, etc) are transferred in the system during the enrollment to the University. It is your responsibility to submit any changes in the given information. In case there are any change in your personal information, please fill out the "Student Information Update Form" via the Student Information System. Your information will be updated within 3 days.

## Foundation Development Program (FDP)

### Freshman University Courses

Registration to Freshman University Courses AL 102, IF 100, HIST 191-192, MATH 101-102, NS 101-102, SPS 101-102, TLL 101-102, CIP 101N will be performed by Student Resources Unit (SR) for the students who have not taken these courses and for those who have to repeat them. You are automatically registered to university courses until you pass them; firstly to 101/191 level courses, and after those, to 102/192 level courses. All university courses are offered in each academic semester. You are not eligible to drop the freshman year university courses you are already enrolled in. You can only change the sessions of these courses during the add-drop period as specified in the academic calendar. Repeaters can change their sessions both during add-drop and during registration week. All students maintain the right to withdraw from these courses during the withdraw period as specified in the academic calendar. A student can withdraw two times in a single semester and a total of six times throughout the entire undergraduate education.

### Sophomore University Courses

(a) Major Works courses (HUM 2xx): FENS students must take one, FASS and FMAN students take two from the pool of these courses. Upon the completion of prerequisites, students can take these courses whenever they prefer.

(b) Project Courses (PROJ 201) : The students have to take this course on freshman or sophomore year. This course is

a prerequisite of the Summer Internship.

### Junior University Courses

Law and Ethics course (SPS 303): All students must take this course. Upon the completion of prerequisites, students can take these courses whenever they prefer.

### How to Get a Transcript

- Students may request an official transcript signed and stamped by the university through the Document Request Form on the Student Resources web site.
- You have to upload the receipt showing that you have paid the amount for the transcript you have requested (one transcript is 15 TL) to Akbank Central Branch (Branch number: 713) account no 9999 (IBAN NO: TR53 0004 6007 1388 8000 0099 99)
- An official transcript will not be issued when unsatisfied financial obligations to the University exist. Please be sure that you have no obligations left to the university.
- After your online request, an official transcript is prepared in two working days. Once the transcript is ready, it will be sent to your SU e-mail address.
- Students may also access their unofficial transcripts online through Information System.

### Turkish Language Courses

The language of instruction at Sabancı University is English (with only few exceptions). Still, learning some Turkish can be very useful and you can find some opportunities to learn this language. Basic Turkish I (TUR 101), Basic Turkish II (TUR 102), Intermediate Turkish I (TUR 201), Intermediate Turkish II (TUR 202) are Turkish courses which are offered at the university.

Please check the following link for further information:

<http://sl.sabanciuniv.edu/>

## CIAD/BAGEM Academic Support Program

Academic Support Program (ASP) is a student support unit, part of the Center for Individual and Academic Development (CIAD), aiming to develop a healthy and sustainable learning environment. ASP provides various active learning activities to Sabancı University (SU) students helping them to fully benefit from the university facilities and increase their academic performance.

Students take responsibility in every aspect of the program and activities are developed with their active engagement. Participation in ASP activities is voluntary. Every year roughly 50% of all freshman students benefit from ASP and enhance their academic and individual achievement.

ASP provides academic support mainly for University Courses through the following subprograms:

### I. Peer Study / Discussion Sessions

ASP's core program Peer Study/Discussion Sessions are based on learning from peers and peer support. They are moderated by peer students who are registered for the same courses.

### II. Senior Sessions

These sessions aim to assist attendees who need to enhance their background knowledge to complete University Courses. They are held in small study groups.

### III. Workshops

The workshops are arranged to encompass a broader group of students and cover topics that are decided following the needs claimed by the professors.

### IV. Seminar Series

ASP Seminar Series investigate and discuss current local and global issues. ASP organizes two seminar series: The FUTURE Seminar Series, Subject-Based Discussions Series.

All seminars are held in English and are open to all undergraduate and graduate students at SU and staff members.

### V. PreNS (Preparatory Program for Science and Nature)

PreNS is an optional program that is offered to freshman students who have passed the English language proficiency exam (ELAE). In the academic workshops, lectures, and problem-solving/discussion sessions, the participants learn the basic science and mathematics knowledge required for their success in university courses. Schedule of the program and the application form can be found in the links.

## ACADEMIC SUPPORT PROGRAM

University Center, First Floor

Room : UC1001

Phone : +90 216 483 9496

Fax : +90 216 483 9480

E-mail : [adp@sabanciuniv.edu](mailto:adp@sabanciuniv.edu)

Web: <http://adp.sabanciuniv.edu/>

Facebook: AdpASP

Instagram: adp\_asp

WHERE is ADP, follow the link

## Advisory System

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The aim of the Advisory System is to help the students in getting used to social and academic life at SU, to assist students in major field and course selections, curricula and other academic matters and refer them to appropriate units and resources at the campus when necessary. There are different types of advisors to assist our students with their alternating needs during their university life.

Our aim is to facilitate:

- Participation & Socialization
- Knowledge & Experience Sharing
- Communication & Teamwork
- Building of University Culture

Until major field selection, CIAD Counselors (BADA's) aim to support all undergraduate students starting from their first year in terms of individual, academic and social development by enhancing their understanding of the university experience holistically. BADA's main aim is to raise awareness about students' own needs, guide them towards their goals, and broaden their perspective.

Mentorship Program for all incoming SU students and dorm residents,  
Diploma Area Advisors for all questions regarding diploma areas,  
Academic Advisors after major declaration.

## Center for Individual and Academic Development (CIAD)

University Center, First Floor

Room : UC1039

Phone : +90 216 483 9299

Fax : +90 216 483 9480

E-mail : [bagem@sabanciuniv.edu](mailto:bagem@sabanciuniv.edu)

Web: <http://ciad.sabanciuniv.edu/>

## Semester Registrations

You must renew your semester registrations by making course registrations at the beginning of each semester, within the periods announced in the academic calendar following the payments of fees required to benefit from the university's utilities.

## Checklist

Checklist	High School Diploma Equivalency	Registration at Sabancı University	Payment (Tuition Fee & Dormitory)	Obtain your Tax Number	Residence Permit Application	Cell Phone Registration (Optional)	Find your Foreign Identity Number & Inform Student Resources	Course Registration	Course Add-drops	English Language Assessment Exam
Under-graduate										
FDY Students										



# WHAT IS WHERE ON CAMPUS

## Student Resources Unit (Administration Building)

Enrollment, course registration, student ID card, student certificate, transcripts, scholarship for current students, tuition fee payments.

E-mail : [sr@sabanciuniv.edu](mailto:sr@sabanciuniv.edu)

## Student Activities (University Center 1098)

Student Clubs

Tel : +90 (0) 216 483 9457

E-mail : [clubs@sabanciuniv.edu](mailto:clubs@sabanciuniv.edu)

## Sport Activities (Sports Center)

Facilities, sports team, hall of fame, sports courses, tournaments and reservations.

Tel : +90 (0) 216 483 9046/47/44

E-mail : [spor@sabanciuniv.edu](mailto:spor@sabanciuniv.edu)

## International Relations Office

Residence permit, scholarships for prospective undergraduate international students, tax number, cultural adjustment issues, visa issues, learning agreement, signatures on arrival-departure certificates and trouble-shooting for other problems not handled elsewhere.

Tel : +90 (0) 216 483 9100

E-mail : [degree-incoming@sabanciuniv.edu](mailto:degree-incoming@sabanciuniv.edu)

## Center for Individual Academic Development (University Center, 1<sup>st</sup> floor)

Academic Support Program, CIAD Counselors , Special Need Student Support, Writing Support (provided by Academic Communication [ac@sabanciuniv.edu](mailto:ac@sabanciuniv.edu))

Tel : +90 (0) 216 483 9299 Fax: +90 (0) 216 483 9480

E-mail : [bagem@sabanciuniv.edu](mailto:bagem@sabanciuniv.edu)

## Information Center

Books, databases, journals, newspapers, multimedia, reserve/e-reserve, digital collections such as E-books, SU Research Database, group study and multimedia rooms, Super Silent Study Room.

**Collaboration Space:** 3D printers, 3D scanners, VR, electronics, music studio, prototyping tools, craft and hardware supplies and more....

<https://www.sabanciuniv.edu/bm/en>

Tel : + 90 (0) 216 483 9218

E-mail : [reference@sabanciuniv.edu](mailto:reference@sabanciuniv.edu)

## Career Development & Internship Office (SBS Building G026/27)

Career development workshops, career events, job & internship opportunities, one-to-one career counseling, undergraduate summer internship class, post-registration processes, job shadowing.

Tel : +90 (0) 216 483 9354

E-mail : [intern@sabanciuniv.edu](mailto:intern@sabanciuniv.edu) [career@sabanciuniv.edu](mailto:career@sabanciuniv.edu)



### Communication Center

Mailing of letters, cargos, cards or telegraphs.

If you are staying on campus, you will receive a mailbox and a mailbox key. The mailboxes are located on your dorm building.

Location: Ground floor of the D2 Building.

Tel : + 90 (0) 216 483 9915

E-mail : tmpmbox02@sabanciuniv.edu

### Call Center

<https://suticket.sabanciuniv.edu>

All types of your request related living on campus.

Tel (on campus): 9988

Tel(ofcampus):+90(0)2164839988

### Dining Hall (University Center)

University Cafeteria (breakfast, lunch, and dinner are served. More than 30% discount for four plates of food by putting money into the Student ID Card).

E-mail : yemek@sabanciuniv.edu

### Health Center (D2 Building, 2nd floor)

Preventive medical services, medical treatments, immunizations, emergency services laboratory, supply of medicine, basic health care and health insurance information. Tel (calling from campus): 6666 Tel : +90 (0) 216 483 99 25

### Banking(University Center)

Payments, opening a bank account and ATM services.

Working hours:

Mon-Fri 8.30-17.00

### Homer Bookstore (University Center)

Newspapers, magazines, English and Turkish texts, course books and stationary.

Working hours:

Mon-Fri 8.30-17.00

### Şok Minimarket (University Center)

Greengrocer and food.

Working hours: 08.30 – 19.30 (Everyday)

### Cemil Copy (University Center)

Photocopying service

Working hours:

Mon-Fri 08.30 – 17.00 Saturday: 09.00 – 16.30

### Gürsel Shuttle Office (shuttle departure area on campus)

Putting money into the Student ID Card for transportation.

Office hours: 08:30-17:30 (Everyday)

### Dormitory (Dormitory Area)

Room number, room changes, damages in the room and all other problems and questions concerning the dormitories.

Please contact with your dormitory staff.

D2 Building / Öznur Baran

Office: 1022 (02164839914)

Mail to: oznur.baran@sabanciuniv.edu

D2 Building / Nihan Köymen

Office: 1017 (02164839956)

Mail to: koymen@sabanciuniv.edu

D2 Building / Hakan Bilgin

Office: 1017 (02164839956)

Mail to: hakan.bilgin@sabanciuniv.edu

A1-A2-A6-B5 Buildings / Rezan Hasdemir / Office: A1-G034 (0216 4839926)

Mail to: rezanh@sabanciuniv.edu

A3-A4-A5-D1A-D1B Buildings / Serdar Önce / Office: A3-G008 (0216 4839938)

Mail to: serdaro@sabanciuniv.edu

B4-B10-B11-B13 Buildings: Gamze Türkmen Office:B10-G038 (0216 4839927)

Mail to: gamzet@sabanciuniv.edu

B8-B9-B12 Buildings / Şennur Kargı / Office : B8-G042 (0216 4839934)

Mail to: sennur@sabanciuniv.edu

B3-F-G Buildings / Mehmet Deveci / Office : B3-G042 (0216 4839933)

Mail to: mdeveci@sabanciuniv.edu

B1-B2-B6-B7 Buildings / Bülent Aktaş / Office: B7-G042 (0216 4839936)

Mail to: aktas@sabanciuniv.edu

Email: yurtlar@sabanciuniv.edu



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### **Dormitory Night Officer**

Office : B1-G042 / B11-G035 / A4-G008  
(0216 483 9932-9935-9945)  
Email: [yurtlargece@sabanciuniv](mailto:yurtlargece@sabanciuniv).

### **Shopping Center**

Via Port is an open-air concept shopping mall and a living center close to Sabancı University You can find there famous brands, restaurants, cafes, banks and anything you may need.

You can see the shuttle schedules from the following link:

<http://www.sabanciuniv.edu/en/transportation/shuttle-hours>.

### **IT Support Center (Behind the Information Center)**

All IT related needs (requests about SU-Net credentials, accessing to the Internet etc.)

<https://suticket.sabanciuniv.edu>

### **Performing Arts Center (Near the lake)**

Art performances such as operas, theater plays and concerts enhancing the quality of life of the entire community.

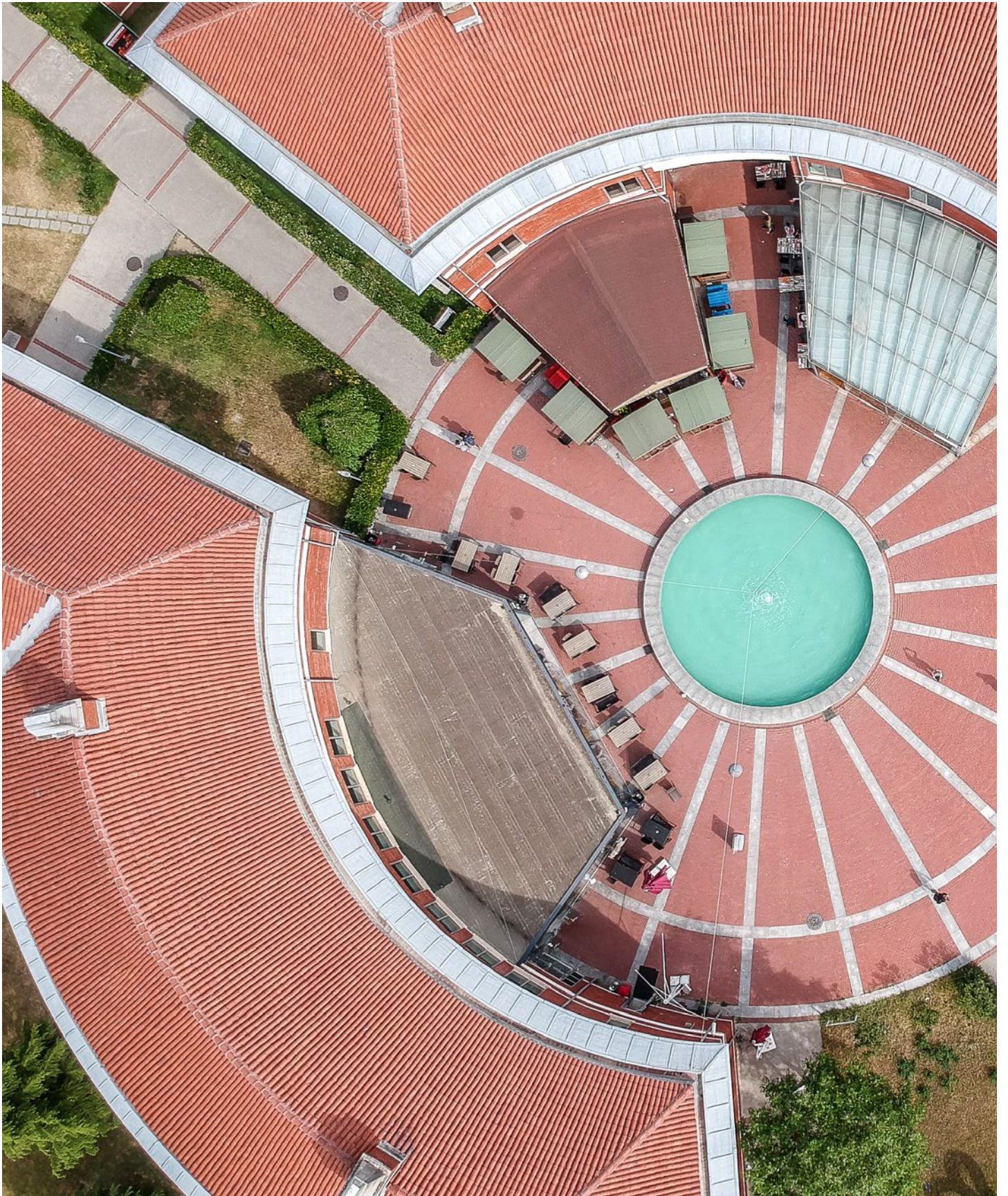
E-mail : [sgm@sabanciuniv.edu](mailto:sgm@sabanciuniv.edu)

### **Hair Dresser (D2 Building, 1<sup>st</sup> floor)**

Beauty Salon

Working hours:

Mon-Fri 08.30 – 19.30 Saturday: 09.30 – 17.00



## LIVING IN ISTANBUL

You can explore the invaluable historical and cultural heritage this unique city offers within a secure, friendly, multi-ethnic and multicultural environment. As the largest city in Turkey and 5<sup>th</sup> largest city in the world with a population of around 15 million, Istanbul, is the largest metropolitan area in Europe. Due to very intensive internal migration from other regions of the country, the city itself embraces almost all local characteristics of Turkey.

### History of Istanbul & Religion

During its long history, as Constantinople or Istanbul, the city served as the capital of the East Roman, Byzantine, Latin, and Ottoman Empires. Muslims constitute the religious majority. At the same time, many minority religions, particularly Christianity and Judaism, are permanent and respected elements of Turkey's spiritual mosaic, observing their beliefs for over 900 years, with synagogues and churches in cities.

*Please note that we have a masjid / prayer room on campus in the second floor of university center.*

### Suleymaniye Mosque:

Constructed by the great Ottoman architect Mimar Sinan, Suleymaniye Mosque is the second largest mosque in Istanbul. A 16<sup>th</sup>-century masterpiece, Suleymaniye Mosque was built for Suleyman the Magnificent.

### Sultanahmet:

Scene of chariot races and the center of Byzantine civic life. There is an Egyptian Obelisk, a stone obelisk and the Serpentine Column which were originally brought by the emperors and used for the decoration of the Hippodrome. Today it's a nice area for picnics and meetings.

### The Hagia Sophia:

It was the great cathedral of Byzantium for over a thousand years and was the greatest mosque in the Ottoman Empire for five centuries. Now a museum, it is still one of the most fabulous buildings in the world. Keep an eye out for the shallow pits in the stone floor either side of the massive central doorway, created by the shuffling feet of the guards stationed there over the ages.

Church of St. Anthony of Padua, Istanbul – Istiklal Avenue – Beyoglu District Istanbul

Hagia Triada Greek Orthodox Church, Taksim Square - Istanbul

Little Hagia Sophia – Kumkapı, Fatih District Istanbul



### Fun & Nightlife

You should not forget that Istanbul is a living city all day long; you can continue your fun at night. As you see, we cannot make a “to do” list for Istanbul, because nobody is able to have time to explore Istanbul in a few weeks. This enormous city is like an ocean to discover, and this city is waiting for new guests!

### Things to See & to Do

Istanbul is a city of joy especially at weekends. There are lots of opportunities in the city; you can walk around Moda, Ortakoy or Taksim area to feel fresher in the morning, and delicious Turkish foods will always be with you.

### Yerebatan Sarnıcı (Basilica Cistern):

Byzantine underground cistern, Yerebatan Sarayı is located near south-west of Hagia Sophia. Founded by Justinianus I, a Byzantine Emperor (527-565), it began to be called “the Sinking Palace” by the public – and not without a reason, seeing the great number of marble columns arising out of the water. Make sure you find the head of Medusa that forms the base of one of the columns. Open daily, 9am-5.30pm.

### Topkapı Palace:

Topkapı was the first Ottoman palace to be built (1466-1478) in the newly conquered capital of the Empire. Located on the spot where the foundations of the city were first laid in ancient times by the Megarian Chief Byzas in 7<sup>th</sup> century BC, the palace boasts one of the most beautiful views of Istanbul, incorporating the Bosphorus, the Golden Horn, the two shores and the sea of Marmara. Open daily except Monday between 9:30am-5:00pm.

### Dolmabahçe Palace:

Dolmabahçe Palace was built in 1853 in the rapidly growing northern section of the city, at the Marmara outlet of the Bosphorus, to replace the Topkapı Palace which was pulled down for the purpose. It housed Sultans and their families before the Republic, and it was then used by Mustafa Kemal Atatürk during his visits to Istanbul. Atatürk died here on the 10th of November, 1938. The palace now serves as a museum and a guest-house used for receptions for foreign statesmen. Open daily except Mondays & Thursdays between 9.00am-

4.00 pm.

### Symbols of the City

#### Kız Kulesi (Leander's Tower - Maiden Tower):

A 12th century stone tower erected on a rock at the entrance of the Bosphorus. This tower, which has served as a prison and a lighthouse, became the source of many legends in ancient days. It's now open to the public as a cafeteria and an elegant restaurant which hosts concerts and meetings. Transportation to the Tower is by private shuttle boats from both shores of the Bosphorus.

#### Galata Kulesi (Galata Tower):

A 55 meter tower providing a panoramic view of the old town, Galata Tower was built by the Genoese as part of the wall surrounding their district of Galata directly opposite Byzantium (Constantinopolis). The tower now houses a restaurant.

#### Anadoluhisari (Anatolian Fortress):

A 14th century relic of the Ottoman's first attempt to conquer Istanbul, Anatolia Fortress is located on the Asian shore at the narrowest point of the Bosphorus. Sultan Yildirim Bayezit built this fortress in 1393 on the ruins of a Byzantine temple dedicated to Zeus. It's much smaller in size, when you compare with Rumelihisarı on the European side of Istanbul.

#### Rumelihisari (Rumeli Fortress):

Sultan Mehmet the Conqueror built Rumeli Fortress in just four months, directly to the opposite of the Anadoluhisari in 1452 in preparation for the final attack on Constantinople (Istanbul), which led to the downfall of the Byzantine Empire. Today, the fortress hosts many concerts and dramatic performances in its amphitheatre in summer. The fort is open to the public as a museum as well (except on Mondays).

### Mısır Çarşısı (The Egyptian Spice Bazaar):

Built in the 17th century next to the Golden Horn, the Spice Bazaar is the second largest covered bazaar in Istanbul. Originally housing shops selling medicine and spices, the Spice Bazaar continues to fulfill its original function. This distinguished example of Ottoman architecture continues to sparkle with life even today. Open every day except Sundays and National Holidays.

### The Hippest Neighborhoods Beyoğlu-Cihangir-Galata:

This is like the heart of the city where everyone finds himself after work. You can walk down the Istiklal Street window shopping, have some snacks in a café in Asmalimescit, and walk down to Galata where you can find the hippest small design shops of young Turkish designers. If you lead to Sishane, you can find IKSVDeniz Palas and the Pera Museum. If you go back to Taksim Square and turn your way to Cihangir, the hometown of Turkish movie stars, directors, artists and writers. Walking through the narrow streets, you can see the old houses, witness the daily life of neighbors and visit the antique stores. The most traditional of Istanbul's eateries are the taverna-style meyhane where you can sample tapas-like meze. **Asmalimescit** in Taksim Beyoğlu is the right place to go if you want to try meyhanes.

Go to **Balık Pazarı (Fish Bazaar)** in Beyoğlu. This is the place to find lots of seafood, antiques, handcrafts, and carpets. A must see.

Go to **Nevizade** in Beyoğlu, an area full of casual bars with terraces and outdoor spaces. Drink cold beer and eat mussels and kokorec.

Go to **Cicek Pasaji** in Beyoğlu. A nostalgic place full of meyhanes. A must see. Robinson Crusoe is a great bookshop located in Beyoğlu where you can find international books and magazines.

### Akaretler-Nişantaşı:

This is the design district of Istanbul where you can find brands like Armani, Gucci, Prada, Yves Saint Laurent, Burberry and many others side by side. There are hip design cafes and chic restaurants as well as art galleries and cinemas. You must definitely go there, if you like fashion and luxury.

### Ortaköy-Kuruçeşme-Bebek:

On the banks of Bosphorus, you may find many good restaurants and nightclubs which lead the city's nightlife. And on a Sunday morning, you can see the Turkish jet-set having their breakfast in a café in Bebek, jogging or swinging their kids in the playpen.



2- Mısır Çarşısı

### **Bağdat Caddesi:**

This is like an open air shopping mall. A very long street full of fashion stores and cafés, Bagdat Street is the place where people go to if they are on the Anatolian side. You can shop, and then have a walk to Caddebostan where you can have a walk through the seashore.

**Take a boat trip on the Bosphorus.** Ferries, private boats and water taxis on the Bosphorus are one of the most attractive ways to get around the city. Boats can transport you from Europe to Asia in a matter of minutes. You can also use the two bridges if you prefer to travel by car.

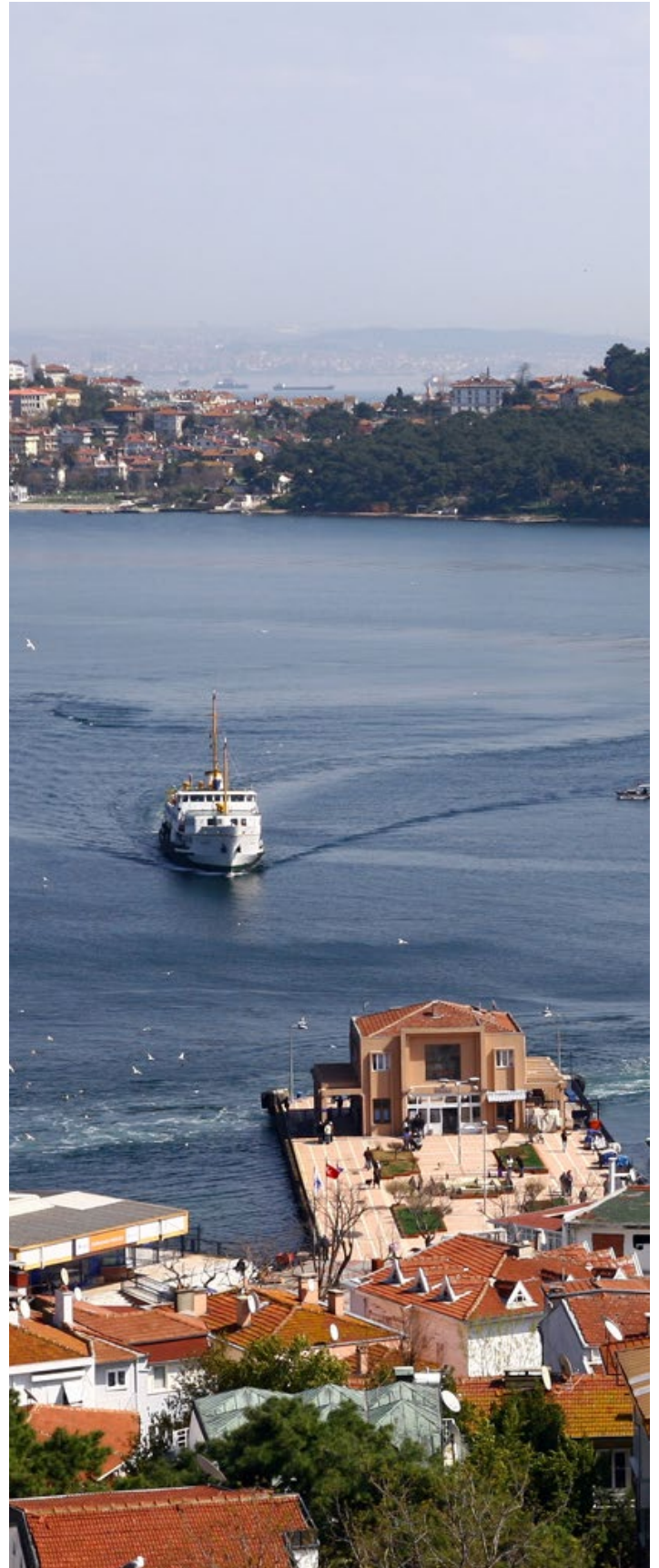
Try **Turkish coffee, baklava** (a Turkish pastry) and **Turkish delight**.

**Have a bath in Turkish hamams.** If you prefer a historical hammam, you may prefer **Cagaloglu Hammam** near the Grand Bazaar.

Take a ferry up the Bosphorus to **Anadolu Kavağı**. The village is surrounded by wooded hills and there are great views from the Byzantine Yoros castle which once controlled the Black Sea approaches.

Go to peaceful **Princes' Islands** in the Sea of Marmara to the south of Istanbul. Four of the nine islands are easily accessible by ferry from İstanbul. Burgazada, with its horse-drawn carriages and its Greek Orthodox Church of St John the Baptist, is particularly charming.

Istanbul is like a big stage where you can find many cultural events for all tastes. Some of the most important ones are the International Music Festival (June), International Jazz Festival (July), International Film Festival (April), Istanbul Biennale (September), Contemporary Istanbul Arts Festival (November).



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### **Local Time**

In Istanbul the local time zone is GMT+3 and time is always used on 24 hours.

### **How To Call Campus From Outside**

The central phone number of the campus is +90 216 483 90 00 or 91 00 for International Relations Office. After dialing this number, the 4 digit extension number can be dialed, which will be written on the phone in your dorm room, if you are staying on campus.

### **How To Call a taxi?**

If you need a taxi you can call it by yourself. Taxi stations and phone numbers; Şeker Taxi 0262 658 00 67

Tepeören Taxi 0216 304 24 20

You can call and say;

-I am calling from Sabanci University (in Turkish - Sabancı Üniversitesi'nden arıyorum)

-I want a taxi to campus to ... building. (in Turkish - kampüse ... binasına bir taksi istiyorum )

If you need any help please contact us.

### **In Case Of Emergency**

#### **Within Campus**

Health 6666

Security 5555

Call Center 9988

#### **All Over Turkey:**

(free of charge and no area code is needed)

Ambulance 112

Police 155

Gendarmerie 156

Fire 110





# Sabancı Universitesi

**Sabancı University  
International Relations Office**

Orta Mahalle, Üniversite Caddesi No: 27  
34956 Tuzla-İstanbul

**Phone:** (0216) 483 91 00

**E-mail:** [degree-incoming@sabanciuniv.edu](mailto:degree-incoming@sabanciuniv.edu)

**Web:** [sabanciuniv.edu/en](http://sabanciuniv.edu/en)

**facebook/** [sabanciinternational](https://www.facebook.com/sabanciinternational)

**twitter/** [suiro](https://twitter.com/suiro)

**Instagram/** [sabanciuniversityinternational](https://www.instagram.com/sabanciuniversityinternational)

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