

7. CERTIFICATION OF THE SUPPLEMENT

| | | |
|------------------------------------|-------------------------|----------------------------|
| 7.1 Date | 7.2 Name and Signature: | 7.4 Official stamp or seal |
| 03.11.2017 | | |
| 7.3 Capacity | | |
| Director of Student Affairs | | |

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 non-compulsory 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 Türkiye 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 Türkiye comprises all post-secondary higher education programmes, consisting of short, first, second, and third cycle degrees in terms of the terminology of the European Higher Education Area (EHEA). Undergraduate level of study consists of short cycle (associate's-ön lisans 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. The structure of first and second cycles is separate except for dentistry, pharmacy, medicine and veterinary programmes which are one-tier systems (lisans ve yüksek lisans bütünlük programları). The duration of these one-tier programmes is five years (300 ECTS) except for medicine which lasts six years (360 ECTS). The level of qualifications in these one-tier programmes is equivalent to that of second cycle including first cycle.

Graduate level of study consists of second cycle (master's-yüksek lisans derecesi) and third cycle (doctorate-doktora derecesi) degree programmes.

Second cycle degrees are divided into two sub-types named as master with thesis and master without thesis. The master programmes with thesis require 120 ECTS credits, which consist of courses, a seminar, and a thesis. Master programmes without thesis require 60 to 90 ECTS credits and consist of courses and a semester project. These programmes do not give direct access to third-cycle doctoral studies; for access to third-cycle programmes candidates should fulfil the thesis and other requirements of master programmes with thesis. 60 ECTS non-thesis master programmes are exceptional and exist in a few disciplines. Third cycle (doctorate with master degree) degree programmes are completed having earned 240 ECTS credits, which consist of completion of courses, a seminar, passing a scientific proficiency examination and a doctoral thesis. Third cycle (doctorate with bachelor degree) degree programmes are completed having earned 300 ECTS credits, which consist of completion of courses, a seminar, passing a scientific proficiency examination and a doctoral thesis. Proficiency in art, specialisation in medicine and in dentistry are accepted as equivalent to third cycle programmes, the last two being carried out within the faculties of medicine and dentistry, university hospitals and the training hospitals operated by the Ministry of Health.

Universities consist of graduate schools (Institutes) offering second cycle and third cycle degree programmes, faculties offering first cycle programmes, four-year professional higher education schools offering first cycle degree programmes and two-year vocational schools offering short cycle degree programmes.

Admission requirements: Admission of national students to short and first cycle degree programmes is centralised 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 international 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.

Turkish National Qualifications Frameworks: The National Qualifications Framework for Higher Education in Türkiye (TQF-HE, TYYÇ in Turkish) developed with reference to the EQF for European Higher Education Area and the EQF for lifelong learning was adopted by the CoHE in 2010. Later in 2015, the framework became a part of Turkish Qualifications Framework (TQF, TYÇ in Turkish) which was designed as a single framework in harmony with the European Qualifications Framework and displays all qualifications gained through vocational, general and academic programs including primary, secondary and higher education or other learning environments. The framework was referenced with the EQF in 2017.

TQF consists of 8 levels in which the higher education lies from 5 to 8. The levels of TQF and TQF-HE with reference to the European Overarching Qualifications Frameworks as well as that to ECTS credits and student workload are shown below.

Quality Assurance System: The Higher Education Quality Council of Türkiye (THEQC) was founded as an autonomous public legal entity in 2015, and since then it has been operating at the national level for evaluating the quality levels of higher education institutions' education and research activities and administrative services at institutional level in accordance with the national and international quality standards, and coordinating the processes of institutional accreditation, internal and external quality assurance as well as authorization of independent external evaluation and accreditation organizations. THEQC is a full member of ENQA (The European Association for Quality Assurance in Higher Education) since April of 28, 2020.



T.C. NUH NACI YAZGAN UNIVERSITY
DIPLOMA SUPPLEMENT

Adress
Nuh Naci Yazgan Üniversitesi
Rektörlüğü 38170
Kayseri/TURKEY
Phone : +90 352 324 00 00
Fax : +90 352 324 00 04
E-mail : ogrencileri@nny.edu.tr
Web : www.nny.edu.tr

Diploma Date

Diploma No

The purpose of the Diploma 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 is free from any value judgements, equivalence statements or suggestions about recognition. This Diploma Supplement model was developed by European Commission, Council of Europe and UNESCO.



1 - INFORMATION IDENTIFYING THE HOLDER OF THE QUALIFICATION

| | |
|------------------------------------|---|
| 1.1. Last name(s) | 1.2. First name(s) |
| <input type="text"/> | <input type="text"/> |
| 1.3. Date of birth(day/month/year) | 1.4. Student identification number or code (if available) |
| <input type="text"/> | <input type="text"/> |

2 - INFORMATION IDENTIFYING THE QUALIFICATION

| | |
|---|--|
| 2.1. Name of qualification and (if applicable) title conferred (in original language): | 2.2. Main field(s) of study for the qualification: |
| <input type="text"/> | Business Administration |
| 2.3. Name and status of awarding institution (in original language) | |
| Nuh Naci Yazgan Üniversitesi, Vakıf Üniversitesi, Kâr Amacı Gütmeyen ve Devlet Tarafından Tanınan Vakıf Üniversitesi Nuh Naci Yazgan University, University, Non-profit and State Recognized Foundation University | |
| 2.4. Name and status of institution administering studies | 2.5. Language(s) of instruction/examination |
| Same as 2.3 | Turkish |

3 - INFORMATION ON THE LEVEL AND DURATION OF THE QUALIFICATION

| | |
|--|---|
| 3.1. Level of qualification | 3.3. Access requirement(s) |
| First Cycle (Bachelor's) Degree | For Turkish Citizens: (1) High School Diploma, (2) Placement through a centralised, nation-wide student selection and placement examination organized by Assessment, Selection and Placement Centre (ÖSYM). Candidates gain access to the programmes based on their composite scores consisting of the scores on the centralized exam and high school grade point averages For International Students: High School Diploma and its "Certificate of Equivalency" granted by the Turkish Ministry of National Education (MoNE), (2) Exam for International Student (YÖS) or international university entrance examinations such as SAT 1, ACT, etc., recognised by the national authority in higher education the Council of Higher Education (YÖK). Candidates gain access to the programmes based on their scores obtained from YÖS or equivalent exams. |
| 3.2. Official duration of programme in credits and/or years: | |
| 4 years (240 ECTS), 8 Semesters, 16-18 weeks per semester | |

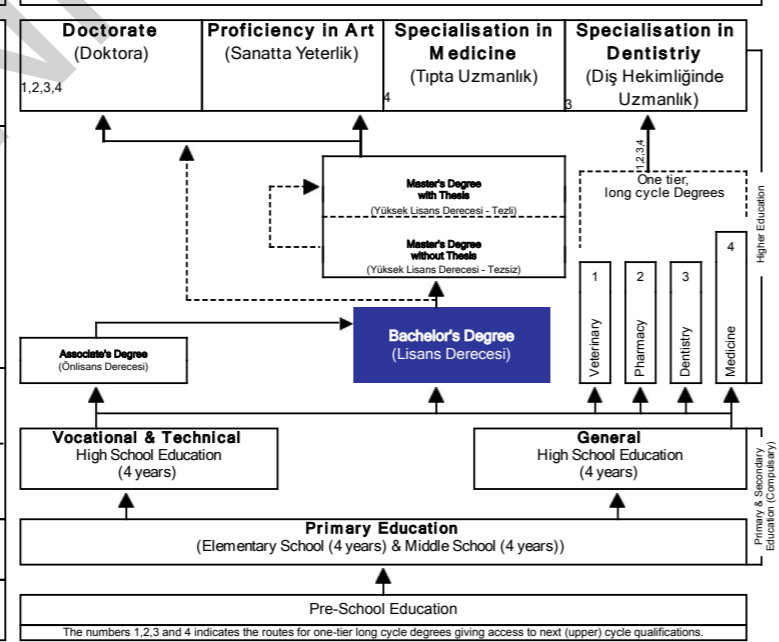
4 - INFORMATION ON THE PROGRAMME COMPLETED AND THE RESULTS OBTAINED

| |
|--|
| 4.1. Mode of study |
| Full-time |
| 4.2. Programme learning outcomes |
| Aims: Objectives: Students wishing to study Business Administration, must have numeric skills as well as the ability of verbal thinking. For this reason, students prone to social sciences, Turkish and mathematics, may choose to study Business Administration. At the same time those who want to be successful in business are recommended to be curious about the current issues related to the business world. Key Learning Programme Outcomes : Student Will: To be able to produce solutions in current cases that may occur in business life by thinking innovative and analytical. To gather, analyze and interpret data related to business functions. To know the economic concepts required in the field of business and to use these concepts for economic analysis effectively. To know and apply total quality and efficiency management in enterprises. To define, interpret and evaluate business concepts. To be able to communicate in written and oral language in a foreign language. To be conscious of the social and cultural phenomenon. To adapt to team work, to show self-improvement, to gain communication and social skills To be conscious of business ethics and legal rules. To have leadership and entrepreneurship skills. To use information and communication technologies required by today's business life effectively. Graduation Requirements: A student is required to have a minimum CGPA of 2.00 / 4.00 and no failing grades. |

TQF, TQF-HE LEVELS, QUALIFICATIONS TYPES AND ECTS CREDITS

| Higher Education Levels/Cycles | | | QUALIFICATIONS TYPES | LENGTH (Year) | TOTAL ECTS CREDITS (Year x 60 ECTS) |
|--------------------------------|---------|--------------|--------------------------------|---------------|-------------------------------------|
| QF-EHEA | EQF-LLL | TQF & TQF-HE | | | |
| 3 | 8 | 8 | Doctorate | 4 | 240 |
| | | | Specialisation in Medicine | | |
| | | | Specialisation in Dentistry | | |
| | | | Proficiency in Art | | |
| 2 | 7 | 7 | Master's Degree with Thesis | 2 | 120 |
| | | | Master's Degree without Thesis | 1-1,5 | 60-90 |
| 1 | 6 | 6 | Bachelor's Degree | 4 | 240 |
| Short Cycle | 5 | 5 | Associate's Degree | 2 | 120 |

GENERAL STRUCTURE OF THE TURKISH EDUCATION SYSTEM



4.3. Programme details, individual credits gained and grades/marks obtained:

| Course Unit Code | Course Unit Title | C/E | Score | ECTS Credits | Grade |
|-------------------|---|-----|-------|-------------------------|-------|
| Semester 1 | | | | | |
| ATA 101 | Ataturk's Principles and History of Turkish Revolution I | C | 92 | 2 | A |
| BİL 1105 | Computer Applications I | E | 88 | 4 | B |
| HUK 1102 | Introduction to Law | C | 73 | 4 | C |
| İKT 1101 | Introduction to Economics I | C | 87 | 4 | B |
| İŞL 1101 | Business Administration I | C | 69 | 5 | D |
| İŞL 1102 | Accounting I | C | 85 | 5 | B |
| MAT 101 | Mathematics I | C | 91 | 4 | A |
| YD 101 | Foreign Language I | C | 79 | 2 | C |
| | | | | Total ECTS Credits : 30 | |
| Semester 2 | | | | | |
| ATA 102 | Ataturk's Principles and History of Turkish Revolution II | C | 100 | 2 | A |
| BİL 1205 | Computer Applications II | E | 70 | 4 | C |
| İKT 1201 | Introduction to Economics II | C | 100 | 4 | A |
| İŞL 1201 | Business Administration II | C | 77 | 5 | C |
| İŞL 1202 | Accounting II | C | 92 | 5 | A |
| İŞL 1203 | Behavioral Sciences | C | 77 | 4 | C |
| MAT 102 | Mathematics II | C | 83 | 4 | B |
| YD 102 | Foreign Language II | C | 76 | 2 | C |
| | | | | Total ECTS Credits : 30 | |
| Semester 3 | | | | | |
| BİL 2105 | Computer Aided Modeling | E | 56 | 4 | E |
| HUK 2106 | Law of Obligations | C | 80 | 4 | B |
| İKT 2101 | Macroeconomics I | E | 86 | 4 | B |
| İST 2102 | Statistics I | C | 81 | 5 | B |
| İŞL 2101 | Business Administration | C | 84 | 5 | B |
| İŞL 2102 | Principles of Marketing | C | 95 | 4 | A |
| TD 201 | Turkish Language I | C | 70 | 2 | C |
| YD 203 | Foreign Language III | C | 88 | 2 | B |
| | | | | Total ECTS Credits : 30 | |
| Semester 4 | | | | | |
| BİL 2207 | Data Structures Management | E | 77 | 4 | C |
| HUK 2206 | Mercantile law | C | 64 | 4 | D |
| İKT 2201 | Macroeconomics II | E | 65 | 4 | D |
| İST 2202 | Statistics II | C | 96 | 5 | A |
| İŞL 2201 | Inventory and Balance Sheet | C | 75 | 5 | C |
| İŞL 2202 | Marketing Management | C | 91 | 4 | A |
| TD 202 | Turkish Language II | C | 63 | 2 | D |
| YD 204 | Foreign Language IV | C | 76 | 2 | C |
| | | | | Total ECTS Credits : 30 | |
| Semester 5 | | | | | |
| İKT 3103 | Public Finance | E | 70 | 4 | C |
| İŞL 3101 | Financial Management I | C | 69 | 5 | D |
| İŞL 3102 | Production Management | C | 70 | 5 | C |
| İŞL 3103 | Cost Accounting I | C | 70 | 5 | C |
| İŞL 3104 | Operations Research I | E | 92 | 4 | A |
| İŞL 3105 | Marketing Research | E | 75 | 4 | C |
| YD 311 | Reading in Foreign Language and Speech | C | 93 | 3 | A |
| | | | | Total ECTS Credits : 30 | |
| Semester 6 | | | | | |
| ARŞ 3201 | Research Methods | C | 77 | 4 | C |
| İŞL 3201 | Financial Management II | C | 70 | 5 | C |
| İŞL 3202 | Human Resource Management | E | 71 | 4 | C |
| İŞL 3203 | Cost Accounting II | C | 55 | 5 | E |
| İŞL 3206 | Operations Research II | E | 66 | 4 | D |
| STJ 302 | Internship | C | | 5 | S |
| YD 312 | English for Business Life | C | 90 | 3 | A |
| | | | | Total ECTS Credits : 30 | |
| Semester 7 | | | | | |
| İKT 4103 | Turkish Economy | E | 71 | 4 | C |
| İKT 4105 | World Economy | E | 75 | 4 | C |
| İŞL 4101 | International Marketing | C | 67 | 6 | D |
| İŞL 4102 | Financial Analysis | C | 86 | 5 | B |
| İŞL 4103 | Turkish Tax System | E | 89 | 4 | B |
| SBKY 4102 | Globalization and Public Administration | E | 71 | 4 | C |
| YD 411 | Professional Foreign Language I | C | 80 | 3 | B |
| | | | | Total ECTS Credits : 30 | |
| Semester 8 | | | | | |
| HUK 4201 | Business Law | E | 64 | 4 | D |
| İKT 4202 | Current Economic Problems | E | 63 | 4 | D |
| İKT 4205 | Foreign Trade Transactions | E | 81 | 4 | B |
| İŞL 4201 | Entrepreneurship | C | 80 | 4 | B |
| İŞL 4202 | Business Strategy | C | 71 | 7 | C |
| İŞL 4208 | Enterprise Resource Planning | E | 72 | 4 | C |
| YD 412 | Professional Foreign Language II | C | 66 | 3 | D |
| | | | | Total ECTS Credits : 30 | |

Total ECTS Credits : 240 **CGPA : 77.31 out of 100**
C : Compulsory ; E : Elective

4.4. Grading system and (if available) grade distribution table:

GRADING SCHEME AND GRADES ;
CLAUSE 25 (1) The essentials of grades are as follows:
a) Achievement grades are determined in the way below with the assessment method the essentials of which have been specified by the Senate.
GRADE ASSESSMENT TABLE - Achievement grade: equivalent score out of a hundred

| | |
|----|--------|
| A | 90-100 |
| B | 80-89 |
| C | 70-79 |
| D | 60-69 |
| E | 55-59 |
| FX | 40-54 |
| F | 0-39 |

According to this table,

1) A student is counted successful if he has received one of A, B, C, D, or E.

2) A student who has had (FX) is counted conditionally successful. In order for such a student to be considered successful, his GPA has to be at least 55.

3) A student with a grade of F for a course is considered to be unsuccessful in that course.

4) a) A student's grade from a test he is not entitled to take is canceled.

b) The grades not taken into account in calculating means and how they are interpreted are as follows:

1- I grade (lacking grade). This grade is given by the members of teaching staff to the students who are successful during one semester but fail to meet the necessary conditions for the course on the grounds of illness or any other valid and legitimate reasons. When a student gets an I grade for a course, he has to get a grade by fulfilling the necessary conditions within 15 days following the notification or posting of the grade. Otherwise, the I grade spontaneously becomes F. Nevertheless, in cases of prolonged illness or in similar cases, the duration of the I grade can be extended up to the beginning of the following registration period, at the suggestion of head of the relevant department and with the approval of the management board.

2- S grade (Satisfactory grade). It is given to the students successful in the courses which are not taken into account in calculating GPA.

3- T grade (Transfer grade). It is given to undergraduate or exchange students who would like to have a lateral transfer to a university from a domestic or overseas institution of higher learning, or within the same institution, to document and not to repeat the courses, upon the suggestion of ECTS coordinator regarding their accreditation.

4- U grade (Unsatisfactory grade). It is given to students who are not successful in the courses taken in the preparation program for undergraduate study. This grade is not taken into account in the calculation of GPA.

5- Ex grade (exemption grade). It is given to the students who are successful in the exemption tests by the relevant department on the courses determined by the senate.

6- NI grade (non-participation grade). It is given to identify the extracurricular courses apart from those for which students are registered. This grade is demonstrated in the transcript together with the grade in letter. It cannot be used in getting a course taken into account in the program(s) the student is registered for. The courses for which a student gets NI cannot be repeated.

7- NA grade (not attending grade). It is given to the students who have been unable to attend courses or fulfill their obligations regarding their courses. An NA grade is treated as an F grade.

8- A student who gets S, T, and EX grade in a course is considered to be successful in that course, while a student with a grade of U and NA is considered failure.

9- The tables of "out of a hundred" system corresponding to "the out of the 4" system of Higher Education Council are used when converting the student's diploma grade into letter grade Determination of achievement grade and overall weighted point average

CLAUSE 28- (1) Tests are scored out of 100 points. The score of an intermediate examination or the end-of-the-term examination is represented with numerical points. The point for an examination the student has not taken is zero. Point average of intermediate examinations is calculated by dividing the sum of the points for all the intermediate examinations by the number of the examinations. If the number obtained from the calculation is one with a half, it is rounded up into a whole number. The raw achievement score is the sum of the 60% of the point obtained from the end-of the term examination and 40% of the score of the point average of intermediate examinations. When calculating this ratio, fractions are preserved. However, the numbers with a half are rounded into a whole number in the calculation of raw achievement score. In case of projects, assignments and similar applications demanded of the students to do, their weights in the examinations are specified by the relevant member of the teaching staff, and the students are informed of it during the first week of the academic term through the resolutions of the relevant management board.

2- The weighted point a student gets for a course is the multiplication of ECTS credit of that course by the equivalent achievement score of that course.

GPA is found by the division of the total weighted scores for all the courses taken by the student by the sum of their ECTS credits. The mean obtained is represented by a 2-digit number after a coma. In GPA, the grades S through F are taken into account.

3- In the event that there are courses a student takes, the most recent grade that the student takes for that course is included in GPA.

4- Whether or not such courses as the Turkish language, Ataturk's principles and revolutionary history, foreign languages, and fine arts are to be included in GPA is pointed out in the regulations of the units. In cases where it is not included in GPA, a student has to get at least E if he is to be considered successful. The courses not to be included in GPA, apart from those mentioned above, are specified in the regulations of the relevant units.

5- A student whose GPA is at least 55 is considered to be successful provided that he has passed all his courses.

6- The students who have passed all their courses and have had an achievement grade of B at the end of a semester are included in the Honor List, while those with an achievement grade of A are included in the Superior Honor List.N.B.

GPA means Overall weighted point average.

4.5. Overall classification of the qualification (in original language):

6 - ADDITIONAL INFORMATION

Final Grade of Degree: Başarılı (Satisfactory)
Genel Ağırlıklı Not Ortalaması (Gano): 77.31 / 100
Cumulative Grade Point Average (CGPA): 77.31 / 100

CGPA is calculated taking into account all courses that are accepted by the department in which a student is registered. In the calculation, all the courses the student takes from the first semester to the last semester are taken into account. Criterion for degree classification is:

| | |
|----------------------------|--------|
| -Yüksek Onur (High Honour) | 90-100 |
| -Onur (Honour) | 80-89 |
| -Başarılı (Satisfactory) | 55-79 |

6.1. Additional information :

N/A

Internship Information:

Internship, 20 days, Türkiye Halkbank A.Ş.

5 - INFORMATION ON THE FUNCTION OF THE QUALIFICATION

5.1. Access to further study:

Upon successful completion of this programme, students may apply to second cycle degree or directly to integrated third cycle (doctorate) programmes.

5.2. Access to a regulated profession (if applicable):

This degree enables the graduate to exercise his/her profession in or a related field of the study.

6.2. Further information sources:

- 1.University Website: <https://www.nny.edu.tr/>
- 2.University ECTS Info Package: <https://obs.nny.edu.tr/oibs/bologna/index.aspx>
- 3.The Council of Higher Education Website: <https://www.yok.gov.tr>
- 4.The Turkish ENIC-NARIC Website: <https://www.enic-naric.net/page-Turkey>