COURSE PLANNING

See academic calendar
for the Spring 2023 Semester
here

KOÇ ÜNIVERSITESI
OFFICE OF
INTERNATIONAL
PROGRAMS

USEFUL VIDEOS ON COURSE PLANNING

Course planning and course enrollment are two separate processes. You should plan your courses before the course enrollment.

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PAY ATTENTION: WHY PLAN COURSES?

- It is important that you plan your courses before the course enrollment!

- Course Planning allows you to arrange your weekly schedule, and ensures that you will not enroll into the courses that overlap.

- If you plan your courses prior to enrollment, you can just click on "finish enrolling" on course enrollment day, and enroll into your planned courses.

- If you will take 5 courses, but you plan more than 5 courses on KUSIS, then you cannot click on "finish enrolling" on the enrollment day. It is good to check alternative courses in case you cannot enroll to the ones you initially plan, but the system does not allow students to enroll to courses more than the max. course load.

PAY ATTENTION: COURSE LOAD

- 1 KU credit / unit is equal to 2 ECTS.

- Courses coded 100-499 indicate UNDERGRADUATE courses.
- Originally courses coded with 100s are for Freshman, 200s are for Sophomore, 300s are for Junior and 400s are for Senior students. However, you can take courses from a different level if it is open to you or if course instructor gives you consent.
- Courses coded 500-699 indicate GRADUATE courses.
- Any course code greater than 699 indicates DOCTORATE courses.

- Students usually take 5 courses per semester (usually equals to 30 ECTS).
- Although there is no requirement for Erasmus+ and Global Exchange students, at least 3 courses are recommended. It is up to your home institution to approve your course load.
- Erasmus+ ICM Students (Erasmus+ students from non-EU countries) are required to take 15 KU Credits / 30 ECTS and to complete minimum 10 KU Credits / 20 ECTS successfully per semester.

PAY ATTENTION: PRERQUISITE & CONSENT

- Some courses may have a **"prerequisite"**. In such cases, the course instructor may look for the proper prerequisites in your previous studies. Should you wish to take a class without having the required prerequisites, you can talk to the instructor for their consent.

- If you are planning to take an elective course that the student quota might be an issue, you can apply for the course instructor's consent prior to course enrollment.

- While applying for a consent, you can simply write your intention, that you are an incoming exchange student and interested in the course content or that the course has a great importance for your curriculum at your home university, etc.

PAY ATTENTION: COURSE CAPACITY

- **Please check course capacity!!** Exchange students usually enroll into the courses on the second or third day of course enrollment. Until you enroll into the courses, some courses with less student quota might be already full. In such cases, if you chose to be "waitlisted", you can enroll to the course when someone drops it.

- While planning your courses, make sure to click on "waitlist if class full" if you would like to take that course even if the course is initially full. If you select that option, if someone drops the course, you will be very high on the waitlist and your chance to enroll to the course will increase.

- "Reserved Capacity" indicates if students of a specific department or grade have priority in terms of enrolling to a course. You can take a look at that list to have an idea if a course capacity will be full.

PAY ATTENTION

- **Course instructor's consent is required for all language courses!!** You can apply for consent prior to couse enrollment, if you wish to take a foreign language course.

- Maximum course load is 5 for exchange students. However, if you wish to take a 6th course, you can do so by informing us in advance to course enrollment.

- The students who wish to enroll to a 6th course should email us at incoming@ku.edu.tr and we will inform Registrar's Office, so that they can make the necessary arrangements on KUSIS.

CONTACT US

- Exchange Programs and Partnerships: Incoming Mobility Programs
  - incoming@ku.edu.tr

- Problems related to KUSIS
  - registrar@ku.edu.tr

- Problems related to your KU account
  - it@ku.edu.tr