



**FACULTY OF ECONOMICS AND ADMINISTRATIVE
SCIENCES**

DEPARTMENT OF BUSINESS ADMINISTRATION

COURSE REGISTRATION WORKFLOW

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WORKFLOW	RESPONSIBLE	RELATED DOCUMENT
At the beginning of each new academic term, the academic calendar is published by the Rectorate. ↓ Students select their courses within the announced dates. ↓ Students who register for courses via ÜBYS check their selected courses and finalize their course registration. Students with tuition fee debts pay their fees. ↓ During the add-drop week specified in the Academic Calendar, students can contact their registration advisor to request changes. ↓ The process ends after the course change/registration finalization procedures.	Rectorate Student Student Student + Registration Advisor	BANÜ Academic Calendar ÜBYS + ATM, Online Banking
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