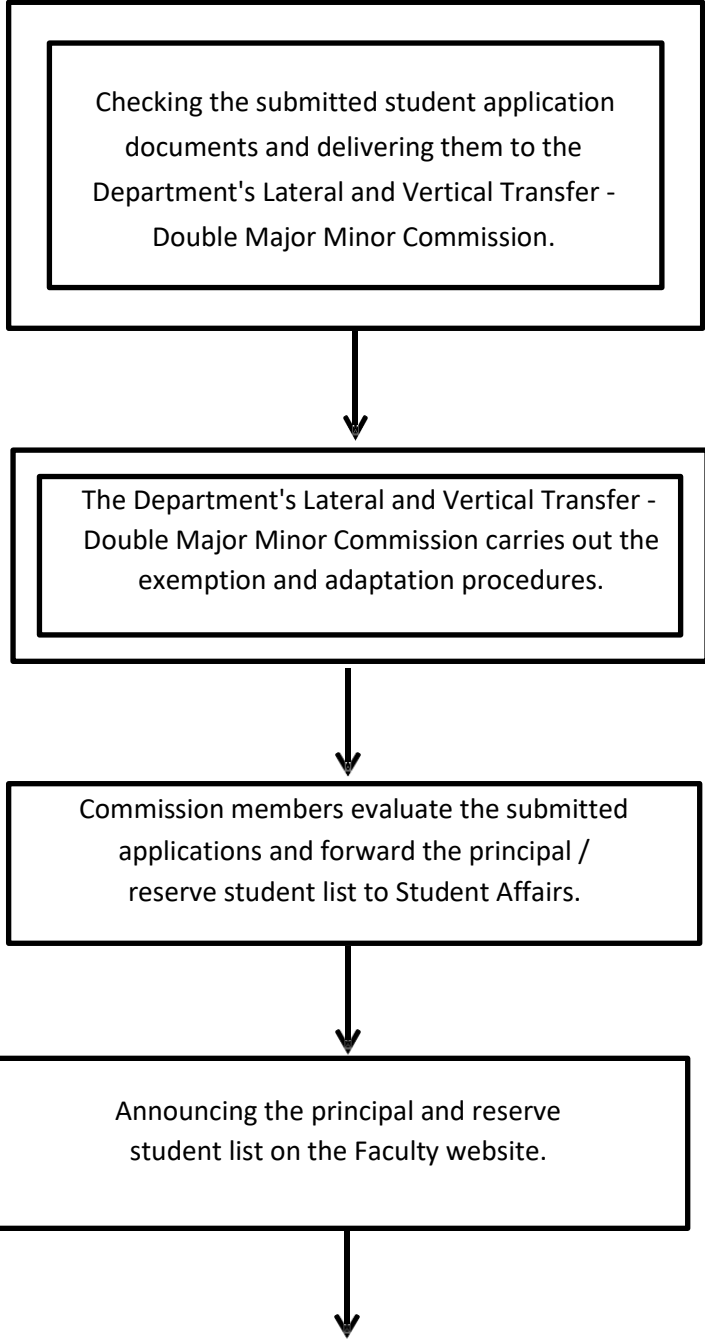


	FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES DEPARTMENT OF BUSINESS ADMINISTRATION LATERAL AND VERTICAL TRANSFER - DOUBLE MAJOR MINOR COMMISSION WORKFLOW	Document No	ISL-IA-007
		First Publication Date	18.11.2025
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WORKFLOW	RESPONSIBLE	RELEVANT DOCUMENT
The relevant unit announces the quota, application, and registration dates at the beginning of each academic semester.	Deanship	Bandırma Onyedi Eylül University Academic Calendar
The student carefully examines the text regarding lateral transfer/vertical transfer and checks that they meet the necessary conditions for the transfer or exemption procedures to be carried out.	Student	Bandırma Onyedi Eylül University Exemption and Adaptation Procedures Directive
Students who meet the conditions and want to transfer to the Department prepare their approved documents showing the courses they have taken from the university they are registered at for course exemption and adaptation procedures.	Student	Transcript, Student Exchange Protocol (Exchange Programs), Course Contents Printout
The fully prepared application file is signed by the student and submitted to Student Affairs.	Student	Başvuru Evrakları
Prepared By	(Controlled By)	(Approved By)
Res. Asst. Ömer Faruk YILDIRIM	Prof. Dr. Metin KILIÇ	Prof. Dr. Aybeniz AKDENİZ AR

	FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES DEPARTMENT OF BUSINESS ADMINISTRATION LATERAL AND VERTICAL TRANSFER - DOUBLE MAJOR MINOR COMMISSION WORKFLOW	Document No	ISL-IA-007
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 <pre> graph TD A[Checking the submitted student application documents and delivering them to the Department's Lateral and Vertical Transfer - Double Major Minor Commission.] --> B[The Department's Lateral and Vertical Transfer - Double Major Minor Commission carries out the exemption and adaptation procedures.] B --> C[Commission members evaluate the submitted applications and forward the principal / reserve student list to Student Affairs.] C --> D[Announcing the principal and reserve student list on the Faculty website.] </pre>		Student Affairs	Application Documents
		Lateral and Vertical Transfer - Double Major Minor Committee	Department's Curriculum
		Lateral and Vertical Transfer - Double Major Minor Committee	Adaptation Documents, Relevant Cover Letter
		Faculty Web Coordinator	Result List

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Principal students register between the dates specified in the announcements. ↓ Entering the adaptation results of the registered students as letter grades into ÜBYS.	Student Student Affairs	Registration Documents
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