

REPUBLIC OF TÜRKİYE
İSTANBUL KÜLTÜR UNIVERSITY

STUDENT HEALTH SERVICES UNIT DIRECTIVE

MEETING DATE	MEETING NO	DECISION NUMBER
April 27, 2023	2022-2023/13	3

Purpose

Article 1 – The purpose of this Directive is to regulate the operations of the Student Health Services Unit, which was established to provide services aimed at protecting the physical and mental health of students and making necessary referrals.

Scope

Article 2 – This directive covers all students registered in associate degree, undergraduate, and graduate programs at T.C. İstanbul Kültür University (İKÜ). Medical examinations and treatment are performed, and medical reports and prescriptions are written for students who apply to the Student Health Services Unit.

Application Procedure

Article 3 – Students registered at T.C. İstanbul Kültür University may apply to the Student Health Services Unit regarding their health problems. When necessary, students are referred to hospitals deemed appropriate by the Rectorate of T.C. İstanbul Kültür University or to the T.C. İstanbul Kültür University Guidance and Psychological Counseling Application and Research Center in accordance with the provisions of this directive.

Validity of Medical Reports as Excuses

Article 4 – Regarding matters such as attendance and exam rights, only medical illness reports issued by the Student Health Services Unit or by university or state hospitals shall be accepted as a valid excuse by the relevant faculty or school Administrative Board for all students. Medical reports from private physicians and private institutions may be accepted only upon the approval of the Student Health Services Unit. Students must submit their medical illness reports, within a maximum of 3 business days from the expiration/end date of the report, attached to a petition to the relevant Department Chairmanship, after having it approved by the İstanbul Kültür University Health, Culture, and Sports Department.

Procedures to be Taken Upon Valid Medical Reports

Article 5 – Based on the medical reports deemed valid, the following procedures are carried out:

- **a.** The absenteeism of the student who has a valid medical report during the periods covered by the report is accepted as excused. The situation is announced to the relevant faculty members/instructors.
- **b.** A student with a valid medical report is granted the right to take make-up exams instead of the midterm exams held during the period of the report that they could not attend for this reason. The make-up exam is held on the day determined by the instructor of the course. Exams taken within the period covered by the medical report shall be deemed invalid.
- **c.** In cases where there is hesitation or ambiguity regarding the total attendance duration, the relevant administrative boards shall make the decision.

Cases with No Provisions

ARTICLE 6 – (1) In cases where there is no provision in this Directive, the provisions of other relevant legislation, senate decisions, and the decisions of the relevant board shall apply.

Effectiveness

ARTICLE 7 – (1) Upon the adoption of this Directive, the Directive dated December 17, 1998, shall be repealed.

(2) This Directive enters into force following its acceptance by the T.C. İstanbul Kültür University Senate and the approval of the Board of Trustees.

Execution

ARTICLE 8 – (1) The Rector of T.C. İstanbul Kültür University executes the provisions of this Directive.