

**ALTINBAS UNIVERSITY**  
**STUDENT HEALTH SERVICES DIRECTIVE**

**PART ONE**

**Purpose, Scope, Basis and Definitions**

**Purpose**

**ARTICLE 1.** The purpose of this directive is to regulate the procedures and principles regarding the protection and treatment of the physical and mental health of Altınbaş University students, the provision of psychological counseling and the acceptance of medical reports.

**Scope**

**ARTICLE 2.** This regulation covers the students enrolled in the preparatory classes and associate, undergraduate and graduate programs of Altınbaş University.

**Basis**

**ARTICLE 3.** This directive has been prepared based on Article 47 of the Higher Education Law No. 2547.

**Definitions**

**ARTICLE**

**4.**

(1) In this directive;

- (a) University Altınbaş University,
- (b) Unit The relevant institute, faculty, college or vocational school of Altınbaş University,
- (c) Student: Altınbaş University students,
- (d) GHI: General health insurance,
- (e) SHB Altınbaş University Health Services Unit,
- (f) PDB Altınbaş University Psychological Support Unit,
- (g) Directive: Altınbaş University Student Health Services Directive.

**PART TWO**

**Health Insurance, Application to Health Institutions and Treatment Expenses**

**Health Insurance**

**ARTICLE 5.**

- (1) Turkish national students are obliged to be registered with the Social Security Institution.
- (2) Pursuant to Article 60 of Law No. 5510, international students are covered by general health insurance if they make a request within three months from the date of their first enrollment, and they are covered by general health insurance by paying GHI premiums during the period they are studying within the framework of Article 82.
- (3) International students must have private health insurance until they are covered by the GHI.

- (4) All international students not covered by the GHI are required to have private health insurance.
- (5) The treatment and medication expenses of the students assigned to sportive and cultural activities within and outside the University due to all kinds of illnesses, injuries and disabilities that may occur during the activity are covered by the University regardless of whether they have social security or not until the emergency is over.

### **Health Services**

**ARTICLE 6.** Health services at Altınbaş University are carried out by two separate units: Health Services Unit and Psychological Support Unit.

- (1) The Health Services Unit is the first place where students enrolled at Altınbaş University will apply if they become ill during the periods when the University is open for education and within the University (except in cases requiring traffic accidents, emergency intervention and treatment).
- (2) Students apply to the SHB by showing their student ID card.
- (3) The first intervention and treatment of students are carried out at the SHB and reports are issued if necessary.
- (4) When necessary, students are referred to the relevant health institutions.
- (5) The Psychological Support Unit provides support for personal and relational problems faced by students.
- (6) The PDB provides services through an individual interview system.
- (7) Students enrolled at Altınbaş University can apply to the PDB by appointment if they need to during the periods when the University is open for education. In case of emergency, it is not required to have an appointment.

## **PART THREE**

### **Health Reports**

#### **Preparation and Validity of Reports ARTICLE 7.**

- (1) Reports issued by the SHB and reports from hospitals and health institutions recognized by the Social Security Institution are valid.
- (2) Sickness reports issued abroad must be submitted with the approval of a sworn translator.
- (3) Students are obliged to submit the reports they receive from the relevant health institutions to the secretariats of the faculty / school / institute where they are registered within a maximum of five working days after the end of the report.
- (4) Reports exceeding 20 days in duration must be issued as a Delegation Report.
- (5) Sickness reports are processed for midterm exams, registration renewal, registration suspension and attendance obligation with the decision of the relevant academic unit board of directors.
- (6) Students are not allowed to take the courses and exams during the periods they are on medical leave. If he/she does, the grades he/she receives in exams or other evaluation activities are considered invalid.
- (7) It is possible for the student to take classes and exams during the report period if he/she submits a medical report stating that he/she has recovered.

**Enforcement**

**ARTICLE 8.** (1) This Directive enters into force as of the date of its adoption by the Altınbaşı University senate

(2) With the adoption of this Directive, "Altınbaşı University Student Health Services Directive" dated 19.09.2012 is abrogated.

**Execution**

**ARTICLE 9.** The provisions of this directive shall be executed by the Rector of Altınbaşı University.

<b>Legal Basis on which the Directive came into force</b>			
<b>Relevant Board</b>	<b>Date of Decision</b>	<b>Number of Decision</b>	<b>Decision Item</b>
Senate	24/12/2019	2019/14	Decision 5
Board of Trustees	09/01/2020	2020/01	Decision 9
Senate	11/11/2022	2022/13	Decision 4
Board of Trustees	18/11/2022	2022/11	Decision 8