



**VOCATIONAL SCHOOL
DEPARTMENT OF LAW
PROGRAM OF COURT OFFICE SERVICES
2026-2027 FALL UNDERGRADUATE CURRICULUM**

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DEPARTMENT OF LAW PROGRAM OF COURT OFFICE SERVICES
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Semester 1

Semester 1		ECTS				Status	Prerequisite
Code	Course Title	T	A	C	S		
ATA101	Atatürk Principles and The History of Turkish Revolution I	2	0	2	2	Compulsory	
MING151	Basic English I	3	0	3	4	Compulsory	
MMBH 102	Constitutional Law	3	0	3	4	Compulsory	
MMBH 101	Introduction to Law	3	0	3	4	Compulsory	
MMBH 105	Introduction to Civil Law	3	0	3	4	Compulsory	
MMBH 103	Legal Correspondence and UYAP	2	0	2	3	Compulsory	
MMBH 104	Basic Keyboard Usage I	1	1	2	5	Compulsory	
KYP001.09	İş Yaşamına Hazırlık	0	2	1	1	Compulsory	
Total Credit		19	27				

Semester 2

Code	Course Title	T	A	C	S	Status	Prerequisite
ATA102	Atatürk Principles and The History of Turkish Revolution II	2	0	2	2	Compulsory	
MING152	Basic English II	3	0	3	4	Compulsory	
MMBH 109	Civil Procedure Law	3	0	3	4	Compulsory	
MMBH 108	Introduction to Administrative	3	0	3	4	Compulsory	
MMBH 106	Judicial Organization	3	0	3	4	Compulsory	
MMBH 110	Basic Keyboard Usage II	1	1	2	5	Compulsory	
MMBH 107	Notification Law	3	0	3	4	Compulsory	
MMBH 116	Attorneyship and Notary	2	0	2	3	Compulsory	
Total Credit					21	30	

Semester 3

Code	Course Title	T	A	C	ECT	Status	Prerequisite
MTRD101	Turkish Language I	2	0	2	2	Compulsory	
MMBH 111	Regulatory Assets and Operations	3	0	3	4	Compulsory	
MMBH 112	Office Management	3	0	3	4	Compulsory	
MMBH 114	Introduction to Criminal Law and	3	0	3	4	Compulsory	
MMBH 113	File and Archiving Techniques	2	0	2	3	Compulsory	
MMBH123	Basic Computer Use	3	0	3	5	Compulsory	
SECGNL3Y	Elective Course I (DEPARTMENTAL)	3	0	3	4	Elective	
SECGNL3Y	Elective Course II (DEPARTMENTAL)	3	0	3	4	Elective	
	Total Credit	22		30			

Semester 4

Code	Course Title	T	A	C	ECT	Status	Prerequisite
MTRD102	Turkish Language II	2	0	2	2	Compulsory	
MMBH 119	Protocol Information and Social	2	0	2	3	Compulsory	
MMBH 117	Execution and Bankruptcy Law	3	0	3	4	Compulsory	
MMBH 118	Prison Administration and	3	0	3	4	Compulsory	
MMBH134	Mediation	2	0	2	3	Compulsory	
MMBH121	Legal Profession and Ethics	3	0	3	4	Compulsory	
SECGN4Y	Elective Course III (DEPARTMENTAL	3	0	3	4	Elective	
SECGN4Y	Elective Course IV (DEPARTMENTAL	3	0	3	4	Elective	
MSTJ122	Internship	0	0	0	5	Compulsory	
	Total Credit			21	33		

Semester 5

Semester 3							
Code	Course Title	T	A	C	ECT	Status	Prerequisite
Total Credit							

Semester 6

Semester 6							
Code	Course Title	T	A	C	ECT	Status	Prerequisite
	Total Credit						

Semester 7

Code	Course Title	T	A	C	ECT	Status	Prerequisite
Total Credit							

Semester 8

[illegible]

TOTAL CREDIT	83
TOTAL ECTS	120

Abbreviations: T=Weekly hours: theoretical; A=Weekly hours: application; C=Credits in Turkish System; ECTS= European Credit Transfer System

Semester 1

Code	Course Title	T	A	C	ECT	Status	Prerequisite
SECOND FOREIGN LANGUAGE							
DEPARTMENTAL ELECTIVE							
FACULTY ELECTIVE							
UNIVERSITY ELECTIVE							

Code	Course Title	T	A	C	ECT	Status	Prerequisite
SECOND FOREIGN LANGUAGE							
DEPARTMENTAL ELECTIVE							
FACULTY ELECTIVE							
UNIVERSITY ELECTIVE							

Code	Course Title	T	A	C	ECT	Status	Prerequisite
SECOND FOREIGN LANGUAGE							
DEPARTMENTAL ELECTIVE							
MMBH124	Psychology of Law	3	0	3	4	Elective	
MMBH125	Civil Servant Law	3	0	3	4	Elective	
MMBH126	Consumer Law	3	0	3	4	Elective	
MMBH127	Sociology of Law	3	0	3	4	Elective	
MMBH128	Human Rights Law	3	0	3	4	Elective	
FACULTY ELECTIVE							
MGRS201	Practices of Entrepreneurship	3	0	3	5	Elective	
MGSA202	Fine Arts	3	0	3	5	Elective	
MISG218	Principles of Occupational Health & Safety	3	0	3	5	Elective	
MMS201	Occupational Ethics	3	0	3	5	Elective	
MISL223	General Business	3	0	3	5	Elective	
MBLP241	Computer Literacy	3	0	3	5	Elective	
MING253	English III	3	0	3	5	Elective	
MMAT105	General Mathematics	3	0	3	5	Elective	
MIKA242	Fundamentals of Effective Communication	3	0	3	5	Elective	
MELK237	Sustainability and Environment	3	0	3	5	Elective	
MYZO101	Introduction to Artificial Intelligence	3	0	3	5	Elective	
MMBH134	Professional English	2	2	2	3	Elective	
MCIN101	Chinese	3	0	3	5	Elective	
MRUS101	Russian	3	0	3	5	Elective	
UNIVERSITY ELECTIVE							

Code	Course Title	T	A	C	ECT	Status	Prerequisite
SECOND FOREIGN LANGUAGE							
DEPARTMENTAL ELECTIVE							
MMBH124	Psychology of Law	3	0	3	4	Elective	
MMBH125	Civil Servant Law	3	0	3	4	Elective	
MMBH126	Consumer Law	3	0	3	4	Elective	
MMBH127	Sociology of Law	3	0	3	4	Elective	
MMBH128	Human Rights Law	3	0	3	4	Elective	
FACULTY ELECTIVE							
MGRS201	Practices of Entrepreneurship	3	0	3	5	Elective	
MGSA202	Fine Arts	3	0	3	5	Elective	
MISG218	Principles of Occupational Health a	3	0	3	5	Elective	
MMS201	Occupational Ethics	3	0	3	5	Elective	
MISL223	General Business	3	0	3	5	Elective	
MBLP241	Computer Literacy	3	0	3	5	Elective	
MING254	English IV	3	0	3	5	Elective	
MMAT105	General Mathematics	3	0	3	5	Elective	
MIKA242	Fundamentals of Effective Commun	3	0	3	5	Elective	
MELK237	Sustainability and Environment	3	0	3	5	Elective	
MYZO101	Introduction to Artificial Inte	3	0	3	5	Elective	
MMBH134	Profesional English	2	2	2	3	Elective	
MCIN101	Chinese	3	0	3	5	Elective	
MRUS101	Russian	3	0	3	5	Elective	
UNIVERSITY ELECTIVE							

UNDERGRADUATE CURRICULUM

Semester 5

Code	Course Title	T	A	C	ECT	Status	Prerequisite
SECOND FOREIGN LANGUAGE							
DEPARTMENTAL ELECTIVE							
FACULTY ELECTIVE							
UNIVERSITY ELECTIVE							

Semester 7

Code	Course Title	T	A	C	ECT	Status	Prerequisite
SECOND FOREIGN LANGUAGE							
DEPARTMENTAL ELECTIVE							
FACULTY ELECTIVE							
UNIVERSITY ELECTIVE							

Semester 6

Code	Course Title	T	A	C	ECT	Status	Prerequisite
SECOND FOREIGN LANGUAGE							
DEPARTMENTAL ELECTIVE							
FACULTY ELECTIVE							
UNIVERSITY ELECTIVE							

Semester 8

Code	Course Title	T	A	C	ECT	Status	Prerequisite
SECOND FOREIGN LANGUAGE							
DEPARTMENTAL ELECTIVE							
FACULTY ELECTIVE							
UNIVERSITY ELECTIVE							