

# REGISTRATION PROCESS

Financial Approval

If financial approval is not confirmed 24 hours after the your payment of the fee, you should communicate with accounting department.

30.01.2017  
Course Registration

Registration Process

- Use *obs.hku.edu.tr* to make your course choice.
- Please report system problems to your advisor by e-mail.

Confirmation mail from advisor

03.02.2017  
Deadline for Course Registration

06.02.2017  
Classes begin

## obs.hku.edu.tr Login Information

If you did not change;  
User name = Student number  
Password = ID Number

If you have problems with your login to the system, please mail to [begum.kilinc@hku.edu.tr](mailto:begum.kilinc@hku.edu.tr).

## Registration Process Steps

1. For the lessons that you should choose; Check the curriculum information for your department at [www.hku.edu.tr](http://www.hku.edu.tr).
2. Check your lesson program of your department.
3. Log in to the system at [obs.hku.edu.tr](http://obs.hku.edu.tr).
4. Student IMS → Lesson Transactions→Syllabus Selection Transaction select the tab.
5. Once you have chosen the lessons you should choose, click on the save button.
6. Wait for the registration form confirmation mail to be sent to you by your advisor. (Will be sent to mail with extension *std.hku.edu.tr*)
7. Please respond to the mail sent to you by writing "I accept the course choice" within 48 hours. (Those who did not answer until 3 February 2017 dates will be deemed to have accepted)

## Login information to [std.hku.edu.tr](http://std.hku.edu.tr) extension email

To access your e-mail address, select the student mail button at our school site.

If you have single name; user name: *name.surname@std.hku.edu.tr* ;

If you have two or more names; It is necessary to write the first letter of the first name and the second name together instead of the name. Example: Mehmet Akif Ersoy  
user name: *makif.ersoy@std.hku.edu.tr*

Password: ID number and add Hk to end of your ID number. Ex: 12345678901Hk

Please mail to [ahmet.aykut@hku.edu.tr](mailto:ahmet.aykut@hku.edu.tr) for your login problems.