

**APPENDIX 2**  
**ACADEMIC ACTIVITY DECLARATION FORM**

**Please input all the information related with your academic activities under the heading concerned. You may use as much space as you need.**

**ARTICLE 1: PUBLICATIONS, WORKS AND REFERENCES** <sup>(1)</sup>

1) Articles published in AHCI, SSCI and SCI-EXP-indexed journals:

A) Full-text article

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B) Short article, analysis, book review, editorial note

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2) Articles published in journals which are not indexed in AHCI, SSCI or SCI-EXP but are in international indexed journals which have been approved by the University Senate

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3) Full-text articles published in refereed national journals which are indexed by ULAKBİM

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4) Full-text articles published in other refereed scholarly journals and refereed *festschrift*

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5) Full-text articles published in other scholarly journals and *festschrift*

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6) Short articles, analyses, book reviews, decision reviews note to the editor etc. published in refereed journals which are beyond the scope of Articles 1.1 and 1.2

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7) Books and book chapters

A) Course books, scholarly books and vocational books published by renowned <sup>(2)</sup> publishing houses or by university publishing houses

International

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Domestic

.....

B) Chapters in course books, scholarly books and professional books published by renowned publishing houses or by university publishing houses.

International

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Domestic

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## C) Course books, scholarly books and vocational books published by other publishing houses

International book

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Domestic book

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International book chapter

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Domestic book chapter

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## D) Published translation of scholarly book in his/her area, artistic-literary work, law compilation book with judicial opinion

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## E) Translation of book chapter, article or judicial decisions

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## F) Book editing

Editing of international book in accordance with the terms of article 1.7.A

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Editing of domestic book in accordance with the terms of article 1.7.A

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## G) Law compilation book without judicial opinion

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## 8) Art and design creative works (3)

A) Works exhibited in the permanent collections of museums or renowned (2) institutions of art

International

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Domestic

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B) Individual exhibitions and art/design events held in renowned galleries, theaters or institutions of art

International event

.....

Domestic event  
.....

C) Works accepted into curated/juried exhibitions and events (biennale, festival, etc.)

International  
.....

Domestic  
.....

D) Works exhibited in renowned galleries, theaters, institutions of art and art/design events

International  
.....

Domestic  
.....

E) Other individual exhibitions and art/design events and works exhibited therein

International event  
.....

Domestic event  
.....

Work exhibited at event  
.....

F) Directing or script writing for feature films

International  
.....

National  
.....

G) Directing or script writing for short films

International  
.....

National  
.....

## 9) Journal Editing / Editorial Board Membership / Vice Editorship

A) Editing for journals indexed in AHCI, SSCI and SCI-EXP

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B) Editing for refereed international journals which are not indexed in AHCI, SSCI or SCI-EXP

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C) Editing for refereed domestic journals which are indexed in ULAKBİM

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D) Editing for other refereed scholarly journals and refereed *festschrift*

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E) Editing for special editions of journals indexed in AHCI, SSCI and SCI-EXP

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F) Editing for special editions of refereed international journals which are not indexed in AHCI, SSCI and SCI-EXP

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G) Editing for special editions of refereed domestic journals which are indexed in ULAKBİM

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H) Editing for special editions of other refereed scholarly journals

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10) Full-text paper presented at scholarly event and published in event proceedings (maximum 100 points)  
International

Domestic

## 11) References to article made by other writers in journals specified in Articles 1.1 and 1.2 (maximum 10)

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For the Fine Arts Faculty and the Communications Faculty: Commentary or reporting on creative works, products or performance by other writers in journals specified in Articles 1.1, 1.2 and 1.3

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**ARTICLE 2: EDUCATION-TEACHING ACTIVITIES, PROFESSIONAL ACTIVITIES AND RESEARCH PROJECTS**

1) Courses

a) Associate degree, undergraduate and graduate courses taught (4) (for every course- maximum 10)

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b) Courses taught at Kadir Has University international summer programs (for every course comprising of at least 20 hours- maximum 5)

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2) Thesis advising

A) Doctoral dissertation completed that year (maximum 5)

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B) Master's thesis completed that year (maximum 5)

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3) Research projects

A) Project supervisor

International (For the project's approval year)

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National (For the project's approval year)

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B) Project researcher

International (For the project's approval year)

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National (For the project's approval year)

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4) Patents

International

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Domestic

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5) Awards and grants for scholarship, the arts, and design (must be reviewed by selection committee, jury or curator)

International grant/post-doctorate research

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Domestic grant/post-doctorate research  
 .....

Artist in residence invitation from international institution  
 .....

Artist in residence invitation from domestic institution  
 .....

Award for international festival/competition in scholarship, the arts, design, performance and architecture  
 .....

Award for domestic festival/competition in scholarship, the arts, design, performance and architecture  
 .....

6) Tasks at scholarly conferences, symposiums (5) exhibitions, festivals and competitions

a) Head of organizing committee; presiding jury/curatorship at festival/competition  
 International  
 .....

Domestic  
 .....

b) Keynote Speaker  
 International  
 .....

Domestic  
 .....

c) Panel organizer/Workshop coordinator  
 International  
 .....

Domestic  
 .....

7) Journal refereeing (for each, maximum five)

A) Refereeing for journals indexed in AHCI, SSCI and SCI-EXP  
 .....

B) Refereeing for journals not indexed in AHCI, SSCI or SCI-EXP but indexed  
 in other international area indices approved by the university Senate  
 .....

C) Refereeing for other international journals

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 D) Refereeing for other domestic journals  
 .....

E) Refereeing, judging, student coaching, evaluation board membership for scholarly and professional competitions  
 .....

8) Professional Activities

a) Tasks at Official Commissions (Law Preparation Commission, Five-Year Development Plan Preparation Commission etc.)  
 International

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 Domestic  
 .....

b) Work group membership at Scientific Institution (TUBITAK etc.)  
 International

.....  
 Domestic  
 .....

c) Administrative Board membership at Academic Professional Organizations  
 International

.....  
 Domestic  
 .....

## NOTES

(1) Scores for publications/works created through the collaboration of more than one researcher are multiplied by 0.8 for two collaborators; by 0.6 for three collaborators and by 0.4 for four or more collaborators.

(2) The university's Human Resources Committee will determine which galleries, theaters, art institutes or other relevant entities are considered to be "renowned." For the list of publishing companies which are accepted as "renowned" by the university's Administrative Board see Appendix 3.

(3) Works in the field of Arts and Design are evaluated once only even if they are produced as more than one copy or exhibited in different places.

(4) In appointments within the University only courses taught at Kadir Has University are taken into account.

(5) In appointments within the University only projects registered by STRAR are evaluated.

(6) Scholarly events which include many simultaneous panels and which last three or more days are termed a "congress." Scholarly events which have more than three sessions and which last longer than one day are termed a "symposium."

*This text is a translation of the original Turkish regulation, and is solely intended to provide information concerning that regulation. The terms, conditions and stipulations in the original Turkish-language regulation shall be legally binding if any disputes of meaning should arise.*