

MUNZUR UNIVERSITY
TUNCELİ VOCATIONAL SCHOOL /Department of Justice
2018-2019 ACADEMIC YEAR- LIST OF COURSES

1.TERM					
Code/ Credits	Course	Semester Winter/ Spring	Contents	Contact Details of Lecturer	Department
MAD 101	THE BASIC CONCEPTS OF LAW	Winter	Definition of law, comparison of law with the other social system rules, different definitions of law, main law systems in the world. Sanction concept in law, types of and samples of sanction. Sources of law, written and customary sources of law, Constitution, law, code, regulations, jurisprudence, doctrine, and customary law and their samples. Distinction of Public Law, Private Law. Study of sub-branches of private law: Civil law, law of persons, family law. Study of sub-branches of Civil law: law of succession, and law of property. Study of sub-branches of private law: Law of Obligations and Commercial Law. Characteristics of written law, implementation of legislation in terms of space, time and content, discretion of judge and creation law of judge Study of Turkish Judicial system, authority of Supreme Courts, branches of jurisdiction, organisations of Courts. Concept of right and its varieties, study of public rights-private rights. Gaining and losing rights, legal events, legal actions, legal procedures and their samples. Efficiency of goodwill in earning and losing rights and concept of protecting right	Öğ.Gör.Serdar BÖLER Sboler@munzur.edu.tr	Department of Justice
MAD 103	CİVİ LAW	Winter	Conveying information to the students about the preliminary provisions, basic principles and fundamental terms of Turkish Civil Code, Law of Persons and Family Law.	Öğ.Gör.Serdar BÖLER Sboler@munzur.edu.tr	Department of Justice
MAD 105	Constitutiona lLaw	Winter	Ottoman and Turkish Constitutional Developments, Constitutional Concept of Constitutionalism Movement and Constitutional Types, social order and state concept, the definition of political power, the Making of the Constitution and the 1982 Constitution,	Öğ.Gör.Serdar BÖLER Sboler@munzur.edu.tr	Department of Justice



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			Overview of the Constitutional Developments in Turkey, Basic Characteristics of the State, Constituent Power and Tali Constituent Power, Legislative, executive and judicial powers		
MAD 109	Accounting	WINTER	Analysis of economic events affecting businesses and how they affect financial statements. To define and explain the basic assumptions and principles of accounting and Generally Accepted Accounting Principles. To show how to record the operations of a business in a double-entry system. To provide accounting practice information for the preparation of financial statements and reports for internal and external uses.	Öğ.Gör.Nida Platin	Department of Justice
Code/ Credits	Course	Semester Winter/ Spring	Contents	Contact Details of Lecturer	Department
TRD 109	Turkish I	Winter/Spring	Definition of language. Language and communication, language-thought-religion-literature-culture relationship. Types of language Languages on earth. The place of Turkish among world languages. Historical development of Turkish written language. The current status of Turkish is not spreading.	Öğ.Gör.CEM TOPAL	Department of Justice
AİT 101	Princ. of Atatürk and Hist. of Revol. I	Winter/Spring	B Causes of the Collapse of the Ottoman Empire * Turkish Modernization Movement * The First World War * Turkish National Struggle	Öğ.Gör.Adem Kızıkan	Department of Justice
YDİ 131	English I	Winter/Spring	To give the students a basic knowledge of English and enable them to use it in their daily life.	Öğ.Gör.SeZaİ ÖZEL	Department of Justice
MAD 107	KEYBOARD EDUCATION	WINTER Spring	To know keyboard usage information, writing techniques, posture positions, working environment properties, to understand 10 finger keyboard learning techniques, basic rules, basic keys, upper and lower row keys, special keys and punctuation marks.	Öğ.Gör.Yücel BURHAN	Department of Justice
MAD 111	JUDICIAL ORGANIZATION	WINTER	The basic concepts of judicial organization, courts Dispute resolution methods: Alternative dispute resolution methods Judicial review The judic	Öğ.Gör.Serdar BÖLER Sboler@munzur.edu.tr	Department of Justice

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MAD 102	Law of Obligations	Spring	This course satisfies the Code of Obligations and the Turkish Code of Obligations in comparison with the Code of Obligations systematic, Law of Obligations, the sources of debt and debt relations, types of rights, the concept of responsibility, debt relations resources, legal proceedings and in particular the contractual obligations, the contract is concluded completion, the issue will be studied and adapted to changing conditions.	Öğ.Gör.Serdar BÖLER Sboler@munzur.edu.tr	Department of Justice
MAD305	Sociology	Winter	Definition of sociology, subject, scope, basic concepts in sociology, study areas, in Turkey and the world historical development of sociology, important sociologists in the world and Turkey, relations with other sciences of sociology; social groups and their properties, the method in sociology, the relationship between the individual society and the impact of society on the individual, the sociological education, the relationship between education and society, the role of school as a social institution, the role and responsibilities of the student in sociological terms, equal opportunities in education, social mobility, status, class and stratification, the relationship between culture society and civilization, current examples of sociological work	Öğ.Gör.Kadir Bulut	Department of Justice
MAD307	OFFICE Management	WINTER	describes, sort the types of office, to explain the activity areas of offices, office services sırlayabilme, define the concept of ergonomics and ergonomic design provides offices, office business plans, identifies people who work in an office, offices, prepares the work schedule, employees and supervises their work. Explain the types of office, offices, office workers for efficiency and effectiveness of employees physical, psychological and mental health, taking into account the working environment to edit, office management functions	Öğ.Gör.Levent Eroğlu	Department of Justice

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MAD 104	Administrative Law	Spring	Basic concepts of Administrative Law and resources, administrative structure, administrative process, administrative contracts, public service, law enforcement, public goods, and administrative responsibility.	Öğ.Gör.Serdar BÖLER Sboler@munzur.edu.tr	Department of Justice
MAD 106	Civil Procedure Law	Spring	A judgment based on certain rules of private law and the protection of the rights objectives and sets out the procedure of the cases and the works in civil courts. Theoretically, the information laid down in trying to be actualized with application examples and Supreme Court decisions.	Öğ.Gör.Serdar BÖLER Sboler@munzur.edu.tr	Department of Justice
MAD 110	Legislation of the Editorial Office of Courts	Spring	Judicial correspondence basic concepts, several examples of petitions used by the parties in the judicial branch, in the execution stage, proclamation.	Öğ.Gör.Serdar BÖLER Sboler@munzur.edu.tr	Department of Justice
MAD 112	LAW OF NOTICE	Spring	Students in this course construction phases of the notification law, which shapes the notification, learn where and what can be done in time	Öğ.Gör.Abdullah ŞAHİN	Department of Justice
MAD 306	NATIONAL JUDICIAL NETWORK PROJECT	Spring	The introduction of this course NJNP program is described in general purpose and necessity. All units at the same time the Ministry of Justice NJNP then use the skills to be able to have intended.		Department of Justice
MAD 304	Public Relations	Spring	In this course, students are introduced to; definitions of public relations, the significance of public relations in the industry, historical development of public relations, public relations theories, public relations as management function, public opinion, publics, public relations campaigns, each function of public relations, and ethics in public relations. Students will be able to implement PR campaigns.	Öğ.Gör.Levent Eroğlu	Department of Justice
MAD 201	Criminal Law	Winter	Instructing and teaching	Öğ.Gör.Serdar BÖLER Sboler@munzur.edu.tr	Department of Justice

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			elements and ways of emergence of crime, legal consequences and basic issues of society, law, criminal within the framework of defitional problems of crime and application area of criminal law.		
MAD 203	Bankruptcy law	Winter	This course deals with the enforcement by the State of court orders and as with the forcing of payments of debts. Enforcement is divided into two categories; namely partial enforcement and total enforcement (or bankruptcy). It's also aimed to clarified that, the ways of enforcement proceedings which the creditors will be able to refer. Within this scope, the steps of the enforcement proceedings with or without judgment	Öğ.Gör.Serdar BÖLER Sboler@munzur.edu.tr	Department of Justice
MAD 205	Commercial Law	Winter	A general approach to the Commercial Law, basic structure of the enterprizes, Commercial business, concept and characteristics of Merchant, Associate merchants, commercial name, Company name and trade mark, unfair competition, trade register, account book, current account	Öğ.Gör.Serdar BÖLER Sboler@munzur.edu.tr	Department of Justice
MAD 209	Administrative Procedure Law	Winter	the course is to teach the preeminent principles of administrative jurisdiction law by emphasizing the necessity of administrative regime, to emphasize the importance of administrative regime to resolve administrative disputes and to acquire the basic administrative jurisdiction law knowledge.	Öğ.Gör.Serdar BÖLER Sboler@munzur.edu.tr	Department of Justice
MAD 123	Human Rights Law	Winter	based on human rights law under examination, recognition and awareness of the concept of human rights, protection, increase awareness, dissemination and promotion of awareness that in today's circumstances, aiming at the development of human rights in the historical process of today's experiences reveal a common analysis of the legal systems of the technical legal point of view.	Öğ.Gör.Serdar BÖLER Sboler@munzur.edu.tr	Department of Justice

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			In this way knowledge of applicable human rights standards, explaining the student to reach these standards provided. In this context, the constitution of our country is a party to the universal act of the united nations convention on human rights as well as having impacts on a regional basis but having a universal act the european convention on human rights and other human rights texts organized around two main lines of the articles of association to examine the.		
MAD 215	Legalese and Juridical Correspondence	Winter	The course purposes to teach students legal terms and concepts, judicial correspondence procedures. By doing so, students will get the ability to criticize and use the subjects below into concrete issues.	Öğ.Gör.Serdar BÖLER Sboler@munzur.edu.tr	Department of Justice
MAD 202	Law of Criminal Procedure	Spring	Applicability of criminal procedure laws, duties and parties of judgement, judgement systems, conditions of judgement, criminal jurisdiction, link between cases, subjects of criminal procedure, proceedings of criminal procedure, evidences, security measures, investigation and prosecution, reconciliation, appeal to regional court of justice, reclamation, appeal, reclamation of chief prosecutor of Court of Appeals, appeal for the sake of law, renewal of trial.	Öğ.Gör.Serdar BÖLER Sboler@munzur.edu.tr	Department of Justice
MAD204	Execution and Bankruptcy law		It's also aimed to clarified that, the ways of enforcement proceedings which the creditors will be able to refer. Within this scope, the steps of the enforcement proceedings with or without judgment, bankruptcy, action for annulment and concordatum will be instructed.	Öğ.Gör.Serdar BÖLER Sboler@munzur.edu.tr	Department of Justice
MAD 208	Occupational And Social Security Law	Spring	Basic concepts of labor law, job contract and types, job regulation, general principles of social security, social security of workers, social security of independent workers, social	Öğ.Gör.Serdar BÖLER Sboler@munzur.edu.tr	Department of Justice

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			security of civil servants, provisions of unemployment insurance law are among the topics.		
MAD 210	Prison Administration and Enforcement Law	Spring	Execution of penaty of imprisonment and punitive fine, penal institutions and administration of penal institutitons, criminal execution regime.	Öğ.Gör.Serdar BÖLER Sboler@munzur.edu.tr	Department of Justice
MAD 214	Internship	Spring	The purpose of the course is to teach how to practise the logistics operations.Actual working with a logistics organisation for 30 working days		Department of Justice
	Elective CourseS	Winter/spring			Department of Justice

