



ÇANKAYA UNIVERSITY

Çankaya Vocational Training School

Course Definition Form

Part I. Basic Course Information

Department Name <i>Use capital letters only</i>	FOREIGN TRADE PROGRAMME	Dept. Numeric Code	4 4
Course Code	Dept. Code+Course No F T P 2 0 3	Number of weekly lecture hours	3
		Number of weekly lab/tutorial hours	0
		Number of Credit Hours	3
Course Web Site <i>Use capital letters only</i>	FTP203.CANKAYA.EDU.TR	ECTS Credit	0 5

Course Name

This information will appear in the printed catalogs and on the web online catalog.

English Name *maximum 40 characters*

FOREIGN TRADE FORMALITIES AND PRACTICES

Abbreviated English Name *maximum 15 characters*

FTFAP

Turkish Name *maximum 40 characters*

ULUSLARARASI TİCARET UYGULAMALARI

Abbreviated Turkish Name *maximum 15 characters*

UTU

Prerequisites (if any) <i>Give course codes and check all that are applicable.</i>	1 st	2 nd	3 rd	4 th
	<input type="checkbox"/> Consent of the Instructor <input type="checkbox"/> Senior Standing	<input type="checkbox"/> Give others, if any.		
Co-requisites (if any)	1 st	2 nd	3 rd	4 th
Course Type <i>Check all that are applicable</i>				
<input checked="" type="checkbox"/> Must course for Dept. <input type="checkbox"/> Must course for other dept(s) <input type="checkbox"/> Elective course for Dept. <input type="checkbox"/> Elective course for other dept(s)				

Part II. Detailed Course Information**Justification for the proposal** (state only if it is a new course)*Maximum 80 words***Course Description***Provide a brief overview of what is covered during the semester. This information will appear in the printed catalogs and on the web online catalog. Maximum 60 words.*

International Trade Formalities and practices is based on International Trade System pillars covering essential trade rules and regulations arranged and accepted W.T.O. agreements; "General Agreement on Tariff and Trade", "Trade Related Intellectual Property Rights", General Agreement on Trade in Services", "Sanitary Certificate", "Phytosanitary Certificate", Pre-shipment Inspection", "Export Incentives and Export Restrictions", "Customs Valuation Methods", "Agreement on Agricultural Products", "Electronic Commerce", "Transparency of Government and State Purchasing" agreements; ICC-International Chambers of Commerce regulations "INCOTERMS 2010", "ICC Rules of Arbitration", "International Trade Documents" Turkish IMPORT / EXPORT regulations.

Course Objectives*Explain the aims of the course. Maximum 100 words.*

In this course students are expected to understand and learn international trade formalities framework. All the students can be aware of the Basic Rules and Regulations International Trade.

Learning Outcomes*Explain the learning outcomes of the course. Maximum 10 items.*

All the applications and paper works are given to encourage students to make themselves prepared for international business contacts and manage the work what to do.

Course Outline*List the topics covered within each week.*

Week	Topic(s)
1	WTO-World Trade Organization
2	Principles and Aspects of WTO Rules
3	WTO Agreement Objectives
4	New Aspects of WTO Rules
5	E-Commerce
6	ICC Regulations and ICC Arbitration Rules
7	Midterm Exam
8	Incoterms 2010
9	International Trade Documents
10	Turkish Standardization Regime
11	Turkish Export Regime
12	Turkish Export Regime
13	Turkish Import Regime
14	General Overview

Textbook(s)*List the textbook(s), if any, and other related main course materials.*

Author(s)	Title	Publisher	Publication Year	ISBN
	Foreign Trade Formalities and Practices	Instructor's Manual		

Reference Books				
<i>List the reference books as supplementary materials, if any.</i>				
Author(s)	Title	Publisher	Publication Year	ISBN
ICC Books	Publication No: 600, 522, 715, 525	ICC	Periodic	

Teaching Policy
<i>Explain how you will organize the course (lectures, laboratories, tutorials, studio work, seminars, etc.)</i>
Mainly lectures will be used in conducting the course. Homework assignments and a term project will be used to encourage students to investigate certain topics in more detail.

Grading Policy								
<i>List the assessment tools and their percentages that may give an idea about their relative importance to the end-of-semester grade.</i>								
Assessment Tool	Quantity	Percentage	Assessment Tool	Quantity	Percentage	Assessment Tool	Quantity	Percentage
Homework	1	10	Case Study			Attendance		
Midterm Exam	1	30	Text book			Essay		
Final Exam	1	60	Text book			Essay		

ECTS Workload			
<i>List all the activities considered under the ECTS.</i>			
Activity	Quantity	Duration (hours)	Total Workload (hours)
Attending Lectures (<i>weekly basis</i>)	14	3	42
Attending Labs/Recitations (<i>weekly basis</i>)			
Preparation beforehand and finalizing of notes (<i>weekly basis</i>)	14	2	28
Collection and selection of relevant material (<i>once</i>)	3	9	27
Self study of relevant material (<i>weekly basis</i>)			
Homework assignments	1	12	12
Preparation for Quizzes			
Preparation for Midterm Exams (<i>including the duration of the exams</i>)	1	10	10
Preparation of Term Paper/Case Study Report (<i>including oral presentation</i>)			
Preparation of Term Project/Field Study Report (<i>including oral presentation</i>)			
Preparation for Final Exam (<i>including the duration of the exam</i>)	1	10	10
TOTAL WORKLOAD			129
TOTAL WORKLOAD / 25			25
ECTS Credit			5

Program Qualifications vs. Course's Learning Outcomes						
<i>Consider the below program qualifications determined in terms of learning outcomes of all the courses in the curriculum and capabilities. Look at the learning outcomes of this course given above. Relate these two using the Likert Scale by marking with X in one of the five choices at the right..</i>						
No	Program Qualifications	Contribution				
		0	1	2	3	4
FTP-1	Be able to monitor and analyze the dynamics of international markets.				x	
FTP-2	Be able to utilize the basic knowledge that obtained with an interdisciplinary approach to business, economics, etc. in creating expertise in the fields of foreign trade in accordance with the requirements of the globalized business environment.			x		
FTP-3	Be able to identify and analyze the validity of theories related to the foreign trade and their relationships regarding current conditions.				x	
FTP-4	Have a good knowledge of the regulations and legislation underpinning the international markets and institutions.			x		
FTP-5	Have the ability to efficiently perform all responsibilities of foreign trade within a corporation.				x	
FTP-6	Be able to use quantitative techniques and methods that are predominantly used in foreign trade.			x		
FTP-7	Be able to use the theoretical and practical knowledge obtained in his/her field in analyzing and evaluating data.				x	
FTP-8	Be aware of elements of the international competitiveness of the foreign trade environment and marketing techniques.		x			
FTP-9	Be able to understand and evaluate the problems in foreign trade and to discuss and express his/her opinions clearly.				x	
FTP-10	Gain self-evaluation skills to identify exactly his/her self-learning and self-improvement needs, being at the same time equipped with the capacity to follow advanced courses and degree studies.			x		
FTP-11	Be able to understand and evaluate the legal framework for foreign trade law, rules and regulations.		x			
FTP-12	Have the ability to analyze and perform risk assessment of foreign trade companies and multinational companies.			x		

Contribution Scale to a Qualification: 0-None, 1-Little, 2-Medium, 3-Considerable, 4-Largest