

**Istinye University Faculty of Medicine**

**Pre-Graduation Medical Education Program**

**Organizational Structure**

**Working Principles and Job Descriptions (ISU-FM-PGMEP-OC)**

**(Faculty Board Decision Date: 24.07.2023. No: 2022/2023-06)**

**5.10. Academic Program Brochure Board (APBB):** Consists of a chair, a vice-chair, and members appointed by the Dean.

**Duties and Responsibilities:**

- Designs the Academic Program Brochures.
- Coordinates and monitors the preparation process of Academic Program Brochures.
- Coordinates the readiness for printing and printing of Academic Program Brochures.
- Ensures the distribution of Academic Program Brochures to relevant parties and their publication on the website.