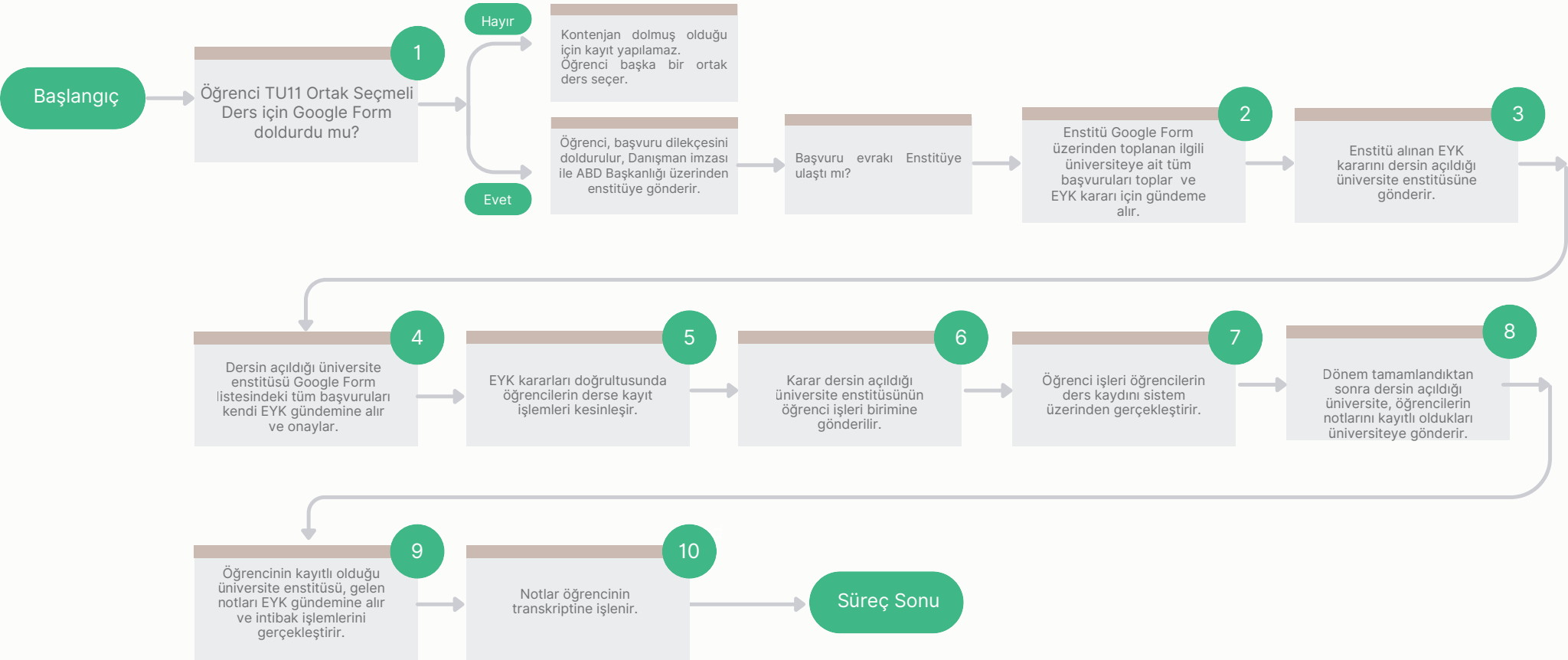TU11 Teknik Üniversiteler Ortak Seçmeli Ders İş Akış Süreci