**T.C.**

**AĞRI İBRAHİM ÇEÇEN UNIVERSITY**

**DIRECTIVE OF FOREIGN NATIONALS**

**SECTION ONE**

**Aim, Scope, Basis, Definitions**

**Aim**

**ARTICLE 1** – (1) The aim of this directive is to determine the principles regarding the admission of foreign students to associate and undergraduate degree programs within Ağrı İbrahim Çeçen University.

**Scope**

**ARTICLE 2** – (1) This directive covers the quota determination, application, acceptance and evaluation conditions for the admission of foreign students.

**Basis**

**ARTICLE 3** – (1) This directive has been prepared based on paragraph (f) of Article 45 of the Higher Education Law No. 2547 and the "Principles Regarding the Admission of Students from Abroad" adopted at the meeting of the Higher Education Executive Board dated 13.02.2013.

**Definitions**

**ARTICLE 4** – (1) In this directive:

a) Unit: Faculties and higher schools within Ağrı İbrahim Çeçen University,

b) Unit Board of Directors: The Board of Directors of the faculties, higher schools, and vocational schools within Ağrı İbrahim Çeçen University,

c) TRNC: Turkish Republic of Northern Cyprus,

ç) Program: Associate and undergraduate diploma program,

d) Rectorate: Rectorate of Ağrı İbrahim Çeçen University,

e) Senate: Ağrı İbrahim Çeçen University Senate,

f) University: Ağrı İbrahim Çeçen University,

g) YÖK: Council of Higher Education,

g) Board of Directors: Refers to the Board of Directors of Ağrı İbrahim Çeçen University.

**SECTION TWO**

**Principles Regarding the Admission of Foreign Students**

**Curriculums**

**ARTICLE 5** – (1) Foreign students can study at the University's associate and undergraduate programs in primary and secondary education programs.

**Quotas**

**ARTICLE 6 -** (1) The quota for foreign students to be allocated for each curriculum is determined by the University Senate discussing and voting the amount determined by the academic units, not to exceed the student intake quotas of the previous year (In accordance with paragraph (b) of Article 2 of the Principles Regarding the Admission of Students from Abroad A-General Principles). The quotas and conditions determined by the decision of the Senate are notified to the Higher Education Institution.

(2)Tuition fees for programs that will accept students from abroad, health report required for registration to some departments, etc. special conditions are announced on the University's website.

3)After placements are made in the quotas announced by the university, additional placements in the remaining vacant quotas are made from reserve students in order from top to bottom and notifications are made to the e-mail addresses they provided during the application.

**Admission Requirements for Application**

**ARTICLE 7** - (1) Candidates who will apply must meet the conditions specified in the Principles on Admission of Students from Abroad published by the Presidency of the Council of Higher Education.

(2) In line with the provision regulated in Article 7 of the Turkish Citizenship Law No. 5901, "A child born within marriage to a mother or father with Turkish citizenship either within or outside Türkiye is a Turkish citizen.", their applications will not be accepted if they have a Turkish high school diploma. However, those who graduated from the Western European Program operating abroad can be evaluated within this scope, in line with the opinion of the Ministry of National Education Board of Education and Discipline that "Applications of those who received high school education in Turkish Schools abroad (except TRNC) can be accepted within the scope of International Student Admission".

From the candidates:

a) Those who are T.R. citizens,

b) Those who are TRNC citizens (excluding those that had their entire secondary education in TRNC and hold the GCE AL exam scores),

c) Those with dual citizenship, one of which is T.R.

d) Those with dual citizenship, one of which is TRNC (excluding those that had their entire secondary education in TRNC and hold GCE AL exam scores),

e) Those that had their entire high school education in Turkey or TRNC among those who renounced Turkish citizenship while having dual citizenship,

f) Those that had their entire high school education in Turkey or TRNC among those who renounced TRNC citizenship while having dual citizenship, (excluding those that had their entire secondary education in TRNC and hold GCE AL exam scores),

g) Those who are Turkish citizens and had their high school education in TRNC,

**Exams Accepted for Application**

**ARTICLE 8** - (1) In order for students applying from abroad to be accepted to the University, they must have a secondary education graduation certificate in their own system and meet the conditions specified in other paragraphs of this article.

(2) The evaluation of the applications is made based on the TR-YÖS Turkey International Student Admission Examination and the following examinations approved by YÖK. Quotas, base points and special conditions proposed by units, if any, are determined by the Senate. New examinations and admission principles may be added to the examinations listed below by the decision of the Senate. The evaluation criteria for the examinations accepted for application are as follows:

a) TR-YÖS Turkey International Student Admission Examination: Minimum 40 points out of 100,

b) SAT I (Educational Evaluation Examination): Minimum 1000 total score and minimum 400 Mathematics score,

c) ACT (American College Examination): Minimum 20 in Mathematics, Science and total score,

ç) GCE (General Proficiency Examination): Candidates who have A level in at least 3 subjects, at least one of which is related to the department applied for, and whose average grades in these subjects are C or above,

d) International Baccalaureate diploma score is minimum 24,

e) German ABITUR examination score is maximum 4,

f) French Baccalaureate diploma grade is minimum 10,

g) Matura diploma degree is maximum 4,

g) Jordan and Palestine Tawjihi examination score is minimum 70 out of 100,

h) Lebanese Baccalaureate grade is minimum 12,

i) Syria Al-Shahada al-Thanawiyya (Syrian Baccalaureate): Minimum 150 in the score type of the applied program,

i) Iranian high school diploma (Diploma Debirestan): Those whose average is minimum 12/20 and those whose Piştaneşgahi graduation grade is minimum 12/20,

j) Kazakhstan National University Test: Minimum 60 out of 120,

k) People's Republic of China Gaokaonda-University Entrance Examination: Minimum 400 out of 750, depending on the score type of the program applied for,

(3) Candidates can make a maximum of 3 choices for the formal education programs for which they have the right to apply from the announced quotas and indicate their ranking.

**Application Method and Application Documents**

**ARTICLE 9** - (1) According to the evaluation results, students who are entitled to enroll in the University must register with the necessary documents within the deadlines to be announced on the University's website by the Student Affairs Department. Students who do not register within the deadlines are deemed to have lost their right to register.

(2) The following documents must be provided and delivered to complete the registration process:

a) The original of the High School Diploma and its Turkish translation approved by the Turkish Foreign Representatives

b) Diploma Equivalence Certificate obtained from the Turkish Foreign Representatives in the country of the student who is eligible to register, or an equivalence certificate obtained by applying to the Directorate of National Education in Türkiye.

c) Original transcript and its Turkish translation approved by Turkish Foreign Representatives

ç) The original of the International Placement Examination Result Certificate (YÖS) (For additional placements, the original of the international examination document and its Turkish translation approved by the Turkish Foreign Representatives)

d) Passport photo (2 pieces measuring 4.5\*6)

e) Certified photocopy of the passport and its Turkish translation approved by Turkish Foreign Representatives

f) Blue card holders must have a permission certificate to renounce Turkish citizenship from the Ministry of Internal Affairs along with their blue card.

g) Written statement stating that they are financially capable of covering their expenses during their education in our country (excluding Turkish national students)

g) Bank receipt showing that the contribution fee has been paid (deposited to one of the banks our University has an agreement with, using the number given by the Registrar's Office during registration)

h) Turkish Proficiency Certificate (candidates who cannot submit this document will be taken to the Turkish Level Determination Exam to be held by our University)

i)Certificate of Identity Register Copy (for dual nationals),

**For those residing in Turkey:**

a) The original of the high school diploma and its Turkish translation approved by notaries in Türkiye

b) Diploma Equivalency Certificate (obtained from Provincial Directorates of National Education)

c) Original transcript and its Turkish translation approved by notaries in Türkiye

ç) The original of the International Placement Examination Result Certificate (YÖS) (For additional placements, the original of the international exam document and its Turkish translation approved by notaries in Türkiye)

d) Passport Photo (2 pieces measuring 4.5\*6)

e) Certified photocopy of the passport and its Turkish translation approved by notaries in Türkiye

f) Blue card holders must have a permission certificate to renounce Turkish citizenship from the Ministry of Internal Affairs along with their blue card.

g) Written declaration that they are financially capable of covering their expenses during their education in our country (excluding Turkish national students)

g) Bank receipt showing that the contribution fee has been paid (deposited to one of the banks our University has an agreement with, using the number given by the Registrar's Office during registration)

h) Turkish Proficiency Certificate (candidates who cannot submit this document will be taken to the Turkish Level Determination Exam to be held by our University)

i) Certificate of Identity Register Copy (for dual nationals)

(3) If students cannot bring their documents for various reasons during registration, temporary registration is made and they are given time until the end of the relevant semester to complete their missing documents.

(4) Students who are entitled to be placed in relevant programs must certify the financial source of the education and sustainable living costs, which are determined every academic year at the University and announced on the University website, with an official document of international validity.

(5) Among the students coming from Syria, Iraq and Libya and registered by the relevant institutions, those who completed their secondary education in Temporary Education Centers must certify that they have fulfilled the necessary conditions and graduated, along with "Temporary Education Center Diploma/Certificate"

(6) Foreign students who enroll in the university can become universal health insurance holders by paying general health insurance premiums if they make a request within three months from the date of first registration.

**Evaluation of Applications**

**ARTICLE 10** – (1) Evaluation and finalization of applications are carried out by Ağrı İbrahim Çeçen University Foreign Student Commission. The Commission has the authority to accept applications that meet the minimum requirements. Since the language of instruction is Turkish, except for Erasmus courses taught in English, students who do not have a Turkish Proficiency Certificate are subjected to the Turkish Proficiency Examination administered by the University.

(2) Placement of students into programs is done as follows:

a) Students who choose and get into programs where the medium of instruction is partially or entirely English are taken to the Foreign Language Proficiency Exam to be held by the relevant units of the University. Students who are successful in this exam start their education directly from the first grade without taking a foreign language preparatory class, and those who are not successful are taken to the preparatory class.

b) If the scores of the candidates who prefer the same program are equal, priority is given to the one who has the higher education program in question in their higher preference, and if the equality continues, the one whose date of birth is closer to today (younger age) is given priority.

(3) When making admission to our university's foreign national quotas, the examinations in Article 8 of this directive are taken as a priority. If the candidate does not submit any documents regarding the results of these exams, the acceptance process is made in order with the diploma grade recognized as equivalent by the Ministry of National Education.

**Language of Education and Instruction**

**ARTICLE 11**-(1) The language of education and instruction at the university is Turkish. According to the language of the program, the level of foreign language knowledge of students who have a compulsory foreign language preparatory class or who have gained the right to enroll in programs that use foreign languages ​​in their education, is determined by a proficiency and level determination exam.

(2) The ability of candidates who are accepted to units where the language of instruction is Turkish to start their education after registration depends on the results obtained from the Turkish Level Determination Exam to be held by the University or accepted as equivalent. From these candidates:

a) Those who have sufficient knowledge of Turkish language (at level C1 and above) will be able to start their education in their units immediately.

b) Candidates whose Turkish language knowledge will become proficient in a short time (B1-B2 Level) will be obliged to attend courses/lessons to be opened at the University to improve their Turkish language knowledge while continuing their education in their units.

c) Candidates whose Turkish language skills are evaluated as insufficient (A1-A2 level) will be obliged to learn Turkish until one year after they will be considered on leave and will continue their education in their units after documenting that they have learned Turkish. Students who cannot increase their Turkish level to at least B level within the specified periods cannot continue classes.

(3) Turkish Proficiency Exam is not held for students who are entitled to enroll in units whose language of instruction is not Turkish. Students who want to enroll in these units must submit their national and/or international proficiency certificate for that language to the relevant unit. Despite this, those who do not have a qualification certificate must be successful in the exam to be held by the relevant unit. Successful candidates start their education, and unsuccessful candidates continue their education in a foreign language preparatory class. Foreign students who are educated 100 percent in a foreign language continue their undergraduate programs; however, these students are required to obtain a Turkish proficiency certificate at least B2 level at the end of the sixth semester by applying a different program.

**Announcement of Results**

**ARTICLE 12** - (1) Candidates whose applications are accepted as a result of online applications will be informed of their results to the e-mail addresses they specified during the application.

(2) Candidates who are accepted to the University as students are issued an "acceptance letter" or an equivalent document by the University in order to obtain a "Student Annotated Visa". In order to register to the University, candidates must obtain a "Student Annotated Visa" together with their "acceptance letter" (by going to the Turkish Embassy in their country or the nearest one).

**Registration**

**ARTICLE 13** – (1) Winning students must apply to the Student Affairs Department in person or with official power of attorney on the specified dates. Registration is not done by mail.

(2) Documents requested during registration:

a. The original of the high school diploma or a certified copy translated into Turkish, issued by the Turkish Embassy or Consulate in the applicant's country,

b. Document showing the equivalence of the high school diploma (must be approved by the Turkish Ministry of National Education, Embassy or Consulate).

c. The original of the exam result document approved by the Turkish Embassy or Consulate in the applicant's country,

d. Certified copy of the passport translated into Turkish,

e. 2 photographs (4.5 cm x 6 cm in size),

f. Copy of student visa (if any) obtained from the Turkish Embassy or Consulate.

**Tuition Fee and Living Assurance Amount**

**ARTICLE 14** - (1) Foreign students admitted from abroad are charged a tuition fee in the amount determined by the University and accepted by the Council of Higher Education, provided that it remains within the minimum and maximum limits determined annually by the Presidency.

(2) Those who will apply to the university from abroad must document that they have the financial means to continue their higher education in our country as a means of living.

**SECTION THREE**

**Obligations**

**Institutional Obligations**

**ARTICLE 15** – (1) To carry out the admission and registration procedures of foreign students, to prepare the Foreign Student Information - Transaction Form,

(2) To open a Turkish preparatory course. To collect and evaluate information about foreign students, including Turkish courses, to provide guidance services to students, to report any changes in the students' situation to the relevant authorities,

**Foreign Student Obligations**

**ARTICLE 16** – (1) Foreign students who come to Türkiye or stay in Türkiye for the purpose of studying at all levels or learning Turkish are required to carry out the necessary procedures and obtain documents in accordance with Turkish Laws,

(2) Foreign students who will attend Turkish courses must apply to the units that provide guidance services,

(3) Foreign students must notify the units providing guidance services at the institutions where they study of any changes regarding their personal, marital and educational status within 15 days,

(4) Students who wish to extend their residence during their education must notify the Provincial Directorate of Immigration Management within 15 days from the expiry of the period written in the residence permit in order to renew their residence permit, provided that they document that they continue their education,

(5) Foreign students who lose their residence permit or passport must immediately apply to the relevant authorities and obtain a new one within 15 days.

(6) Foreign students who change their educational institutions or residence addresses must report these changes to the Provincial Directorate of Immigration Management within 48 hours of both the residences they left and the residences they transferred to.

(7) They are obliged to carry out insurance (SGK) transactions.

**SECTION FOUR**

**Miscellaneous and Final Provisions**

**Situations Where a Student Visa Will Not Be Required**

**ARTICLE 17** – (1) Foreign students who have completed their secondary and higher education in Türkiye and want to pursue undergraduate and graduate education without interruption, provided that the relevant institutions allow their education, children of foreigners who have work and residence permits in Türkiye, those who will take the foreign student exam to study at the undergraduate level, and those who attended summer courses not exceeding 3 months are not required to obtain a visa with educational authorization.

**Situations for which there is no provision**

**ARTICLE 18** – (1) In cases where there is no provision in this Directive, the provisions of Ağrı İbrahim Çeçen University Associate Degree and Undergraduate Education and Examination Regulation and other relevant legislation are applied.

**Repealed Legislation**

**ARTICLE 19**- (1) The "Foreign Students Directive", which came into force with the Senate Decision No. 10/36 dated 07.03.2023, has been abolished.

**Validity**

**ARTICLE 20** – (1) This directive comes into force after the acceptance of the Senate and the approval of YÖK.

**Executive**

**ARTICLE 21** – (1) The provisions of this Directive shall be enforced by the Rector of Ağrı İbrahim Çeçen University.