

**ADIYAMAN UNIVERSITY
INTERNATIONAL OR FOREIGN STUDENTS
APPLICATION AND REGISTRATION ACCEPTANCE DIRECTIVE**

**FIRST PART
Purpose, Scope, Basis and Definitions**

Aim

ARTICLE 1 - (1) The purpose of this Directive is to determine the procedures and principles regarding the admission of international or foreign students to the associate and undergraduate degree programs of the units within Adıyaman University .

Scope

ARTICLE 2 - (1) This directive covers the principles, quotas, application conditions, preferences, evaluation, placement and registration procedures and provisions regarding Turkish Language Preparatory Education regarding the admission of students from abroad at the associate and undergraduate degrees at Adıyaman University.

Rest

ARTICLE 3 - (1) This Directive is based on Article 14/f of Law No. 6287 published in the Official Gazette No. 28261 dated 11.04.2012 and the General Assembly of Higher Education's Principles of Admission of Students from Abroad and the decisions of the Presidency of the Council of Higher Education regarding foreign students. has been prepared.

Definitions

ARTICLE 4 - (1) In this Directive;

- a) ADYÜ: Adıyaman University,
- b) YÖK: Council of Higher Education,
- c) Board of Directors: Adıyaman University Board of Directors,
- d) Senate: Adıyaman University Senate,
- e) Unit: Faculties, colleges, conservatories and vocational schools within Adıyaman University,
- f) Unit Board: Faculty board in faculties affiliated with Adıyaman University, college board in higher schools, conservatory board in conservatories, vocational school board in vocational schools,
- g) Unit Board of Directors: The board of directors of the faculty, college, conservatory and vocational school within Adıyaman University,
- h) TRNC: Turkish Republic of Northern Cyprus,
- i) Program: Associate's degree and undergraduate diploma program,
- j) ADYÜ-TÖMER: Adıyaman University Turkish Teaching Application and Research Center,
- k) TR-YÖS: Türkiye International Student Admission Exam,
- l) University: Adıyaman University,
- m) Coordinator: International Student Institution Coordinator,
- n) International Student: It refers to the student who has the right to apply to the units affiliated with Adıyaman University in accordance with the principles of this Directive.

**SECOND PART
Determination of Coordinators and Quotas**

Coordinator

ARTICLE 5 - (1) A coordinator is appointed by the General Coordinator to carry out the applications, preferences and placement procedures of international students. The Coordinator works under the General Coordinator of International Relations.

Determination of Quotas

ARTICLE 6- (1) The quotas to be allocated to the associate and undergraduate level primary education

programs of the units that will accept international or foreign students and the department/program proposal regarding special conditions, if any, are determined by the unit board and decided by the Senate. (For Turkish citizens studying abroad, Turkish citizens one of whose nationalities is Turkish, and Blue Card candidates, can apply for programs in Teaching, Law, Medicine and Dentistry by the relevant article. special to be about This candidate for mentioned in the fieldsquota 10% of It has been determined that it will not be exceeded.)

- (2) The quotas and conditions determined by the Senate decision are notified to YÖK.
- (3) Adıyaman University is free to fill or not fill the announced quotas.
- (4) When necessary, reserve and additional placements can be made by quota transfer between departments/programs for which applications have not been made or whose quotas have not been filled (except for Medicine, Dentistry and Pharmacy), by Senate Decision.

THIRD PART

Principles Regarding the Admission of Students from Abroad

candidates who are eligible and not eligible to apply

ARTICLE 7- (1) The "Principles Concerning the Admission of Students from Abroad" announced by YÖK apply to the candidates who are eligible to apply and those who are not, and the application principles.

Accepted Exam Types And Validity Periods

ARTICLE-8 (1) **Among the candidates identified by YÖK for** associate and undergraduate programs, candidates who are in their final year or have graduated from a secondary education institution that is equivalent to high school level can apply if they have the minimum score determined from one of the exams/diplomas/medals listed in Annex 1. Online exams will not be accepted.

(2) During the period in which applications are received, a candidate can make a single application using only one of the international exams/diplomas included in the Guide.

(3) The minimum scores of the exams and diploma grades in Annex 1 and the science Olympic medals are determined and can be changed by the decision of the Senate.

(4) The validity period of the exams for accepting foreign students is two years. No time limit for exams have the status of high school graduation exam (Abitur, International Baccalaureate, GCE, Tawjihi , etc.). Country from outside student acceptance during student of their applications in the evaluation It is recommended to be used by universities in accepting foreign students and is recommended by the Council of Higher Education. by approved from exams; high school finishing exams in status the one which... your exams (Abitur , internationalBaccalaureate, GCE, Tawjihi etc.) although there is no limitation on their validity periods, university entrance exam in status the one which... your exams (SELL, etc.) validity of their duration two years with limitation,

Application Process

ARTICLE-9 (1) Applications for the admission of students from abroad or foreign nationals will be received between the dates specified in the calendar; It is made via the online application system address https://obs.adiyaman.edu.tr/oibs/foa_app/login.aspx . The application announcement is announced on the main website of our University and the website of the International Student Coordination Office. The documents to be uploaded to the system during the application are added completely and using the method announced in the announcement. Applications not made within the application period will not be accepted.

(2) Candidates can choose **a maximum of three diploma programs.**

(3) Information required for preferences, special conditions and explanations, if any, are announced on the web pages of the General Coordinator of International Relations and the International Student Coordinatorship.

Assessment and Placement

ARTICLE 10 (1) Evaluation and placement in quotas; Candidates who choose a department/program for their score, preference order and placement are as follows:

- a) In the placement process for foreign student quotas, the evaluation is made out of a total of 100 points. However, when evaluating the application, grades other than the 100-point system are converted based on the 100-point system of the Council of Higher Education.
- b) national/ international exams and 30% of the high school diploma in the table shown in the Guide is used as the basis for placement. However, for applications to associate /undergraduate programs, if there are no national/ international exam scores in the table shown in the Guide, the evaluation is made with a high school diploma. As a result of the evaluation, main and reserve lists are created.
- c) Evaluation of applications and placement procedures of candidates who apply to programs that accept students through special talent examination; The special talent test score is determined based on the order of preference and the number of candidates from the same country who are accepted to a program that accepts students with special talents.
- d) are placed in only one program or department according to the quota by first sorting from the highest score to the lowest, taking into account the preference order and score . If the scores are equal, priority is given to the candidate who is younger.
- e) The number of candidates who have the right to register from the same country cannot exceed 20% of the total quota of the relevant program. This threshold is not applied if the quotas remain vacant.
- f) Candidates who have gained the right to final registration and registered online can receive their Acceptance Letter with ID number through the application system. Candidates must obtain a student visa from the Turkish Embassy in their country (or the nearest) together with the Letter of Acceptance.
- g) Students who are placed in any program or department according to their preferences cannot make a choice again and cannot change departments or programs.
- h) Applications of candidates who do not meet the application requirements or have incomplete documents will not be evaluated. If incorrect information or fake documents are detected in the candidate's application statement, the candidate loses his right to registration and student status even if he is placed.

Announcement Of Results And Registration

ARTICLE-9 (1) Information regarding the evaluation results and registration procedures for applications to associate and undergraduate programs are announced on the University's website.

(2) Registrations are made every year for foreign students by applying personally to the Registrar's Office between the dates specified in the academic calendar.

(3) Registration is not possible by mail or through anyone other than the candidate.

(4) Persons authorized with a power of attorney issued by the Foreign Representatives of the Republic of Turkey or notaries of the Republic of Turkey cannot register.

(5) Those who do not register within the period specified in the calendar are deemed to have lost their rights.

the documents required for registration are:

ARTICLE-10 - (1) Documents required for registration:

- a) The original of the high school diploma or temporary graduation certificate and its Turkish translation approved by a notary or Turkish Foreign Representatives,
- b) The original copy of the high school diploma and the Equivalence Certificate obtained from the Provincial Directorates of National Education of the Ministry of National Education of the Republic of Turkey or Turkish Foreign Representatives,
- c) An official transcript approved by the high school directorate, showing the courses taken by the candidate in high school, their grades and GPA, and a copy of its Turkish translation approved by a notary or Turkish Foreign Representatives,
- d) Those who are TRNC citizens, reside in TRNC and have completed their secondary education in TRNC and have GCE AL exam results, and those who have or will have GCE AL exam results by registering and studying at colleges and high schools in other countries between 2005-2010, GCE AL result certificate. and a copy of its Turkish

translation certified by a notary or Turkish Foreign Representatives,

- e) A printout of the results of the exams shown in the table in the guide (if there is no verification code, it will not be considered valid),
- f) A copy of the visa-bearing passport's pages showing identity information and validity period and its Turkish translation, certified by a notary or Turkish Foreign Representatives,
- g) If available, a copy of the internationally valid Foreign Language Certificate and Turkish Proficiency Certificate certified by a notary or Turkish Foreign Representatives,
- h) Two 4.5x6.0 cm size photographs (must be taken within the last six months, from the front, in a way that can easily identify the candidate),
- i) Bank receipt showing that the tuition fee has been deposited to the relevant bank,
- j) Documentary Population Registration Sample from dual nationals who were foreign nationals by birth and later became Turkish citizens,

(2) The transactions of those who submit falsified, fake, incomplete and incorrect information and documents during the application, placement and registration process will be canceled even if their final registration has been made.

(3) Applications of those who have been expelled from a higher education institution in Turkey due to disciplinary offenses, those who have been found to have committed fraud in the ÖSYM or international exams they attended in previous years, those who have engaged in activities against the Republic of Turkey with their ideas and actions, or those who have been removed from Turkish citizenship as a sanction will not be accepted. Even if these candidates are placed in any program, they will not be granted any rights.

General Health Insurance

ARTICLE-11 (1) Transactions with general health insurance of foreign students are carried out in accordance with the relevant legislation.

(2) All students enrolled in the university will be covered by general health insurance, and they are required to pay all general health insurance premiums for the academic period within one month from the beginning of each academic semester.

Education, Language Of Instruction And Foreign Language Preparation Training

ARTICLE-12 (1) The language of education and instruction at the university is Turkish. 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, according to the language of the program, is determined by a proficiency and level determination exam.

(2) Compulsory foreign language proficiency and placement test and preparatory class education are carried out in accordance with the provisions of the "Adiyaman University Foreign Language Education and Examination Regulation".

CHAPTER FOUR

Miscellaneous and Final Provisions

Turkish Proficiency Level (Adyü-Tömer)

ARTICLE-13 (1) **The Turkish level of all candidates who have registered for** associate and undergraduate programs is determined according to the results of the Turkish proficiency exam held within the framework of the principles determined by the University TÖMER Directorate before the start of the academic year. The candidate who does not have B2 level Turkish proficiency is registered at TÖMER. Students who successfully complete a one-year Turkish education at TÖMER and pass the Turkish proficiency exam begin their education in the program they are accepted to. Students who fail the Turkish Proficiency Exam after one year of education are given an additional year. The course fee of the student registered to TÖMER is not included in the tuition fee.

(2) A Turkish Proficiency Certificate is not required for international or foreign students who have graduated from a Turkish high school abroad that provides Turkish education or from a Turkish high

school in Turkey.

- (3) Only one year of the time spent in Turkish language education is not counted as part of the education period of the department in which the student will enroll. Students who fail to achieve Turkish proficiency within two years lose all their education rights and their registrations are deleted.
- (4) The student who takes Turkish and foreign language preparatory education simultaneously pays both the tuition fee of the program he is registered in and the Adyü – Tömer tuition fee .

Turkish Language Proficiency Levels and score ranges according to ADYÜ-TÖMER Criteria are given below:

ADYÜ TÖMER TURKISH LANGUAGE PROFICIENCY LEVELS	SCORE RANGE	DESCRIPTIONS
C1	75-100	in Turkish sufficient education And to teaching can start .
B2	65-74	in Turkish sufficient education And to teaching can start .
B1	50-64	in Turkish short in time sufficient to the situation may come . Education And to teaching can't start .
A2	25-49	in Turkish insufficient . Education And to teaching can't start .
A1	0-24	in Turkish there are none . Education And to teaching can't start .

Obligations of international students

ARTICLE-14 (1) International students;

- Carrying out the necessary procedures and obtaining documents (Foreign National Identification Number, etc.) in accordance with Turkish Laws,
- Obtaining a residence permit (within 1 month from the date of entry with a student visa),
- To notify the Registrar's Office of any changes regarding personal, marital and educational status within 10 days at the latest,
- If they lose their residence permit or passport, they must immediately apply to the relevant authorities and obtain a new one within 10 days,

Student rights

ARTICLE -15 (1) Foreign students have the same rights and responsibilities as other Turkish citizen students. They can benefit from educational units such as classrooms, libraries and all kinds of social facilities within the university.

Disciplinary Affairs

ARTICLE-16 (1) Disciplinary affairs and procedures of students are carried out in accordance with the provisions of the Higher Education Institutions Student Disciplinary Regulations.

Contribution Fee / Tuition Fee

ARTICLE-17 (1) The amount of contribution and tuition fees to be collected for each year from foreign students who come with their own means or whose scholarships have been terminated. Presidential Decree published in the Official Gazette 'Contributions and Tuition to be Received as Student Contribution to Current Service Costs in Higher Education Institutions in the Academic Year. It is determined by the University Board of Directors before the academic year begins, according to the Decision on the Determination of Fees.

(2) Students who register to the university within the scope of accepting students from abroad are not provided with any support such as cash, dormitory, stationery, meals, etc., other than the provisions stipulated in the relevant legislation.

Situations for which there is no provision

ARTICLE-18 In cases where there is no provision in this Directive, Adiyaman University Associate and Undergraduate Education and Training Regulations, the relevant unit's Education and Training Regulations, other relevant legislation provisions and the General Assembly Decisions of the Council of Higher Education, Senate Decision, University Executive Board Decision, relevant unit board of directors. and the relevant unit board decisions are implemented.

Repealed directive

ARTICLE-19 Adiyaman University Senate The "Adiyaman University Directive on Admission of International or Foreign National Students", which was accepted at the meeting dated....., has been repealed.

Force

ARTICLE-20 This Directive enters into force on the date it is accepted by the Adiyaman University Senate.

Executive

ARTICLE-21 The provisions of this Directive shall be enforced by the Rector of Adiyaman University.