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## KARADENİZ TECHNICAL UNIVERSITY DIRECTIVE FOR INTERNATIONAL STUDENT ADMISSION

### SECTION ONE Preliminary Provisions

#### Objective

**ARTICLE 1–** (1) The objective of this Directive is to regulate the procedures and principles of the application, admission, and registration procedures of international students regarding the quotas determined every year for the associate, undergraduate, and graduate programs of Karadeniz Technical University.

#### Scope

**ARTICLE 2–** (1) This Directive covers the principles of application criteria, quotas, evaluation, and registration for international student admission, excluding those accepted as scholarship holders by bilateral agreements and the Government of the Republic of Türkiye at Karadeniz Technical University.

#### Basis

**ARTICLE 3–** (1) This Directive is based on the Principles for International Student Admission of the Council of Higher Education, Law No.6287, Item. 14/f, published in the Official Journal No. 28261, issued on 11.04.2012.

#### Definitions

**ARTICLE 4–** (1) In this Directive;

- a) **University:** Refers to Karadeniz Technical University,
- b) **Rectorate:** Refers to the Rectorate of Karadeniz Technical University,
- c) **Senate:** Refers to the Senate of Karadeniz Technical University,
- d) **Related Administrative Board:** Refers to the administrative boards of institutes, faculties, schools, and vocational schools that admit international students' admissions,
- e) **OSYM:** Refers to the Centre for Assessment, Selection, and Placement,
- f) **KKTC:** Refers to the Turkish Republic of Northern Cyprus,
- g) **KTU-YOS:** Refers to the Foreign Student Exam conducted by Karadeniz Technical University,
- h) **TR-YOS:** Refers to the Exam for Foreign Students for Higher Education in Türkiye.

### SECTION TWO

#### Quotas, Application Criteria, Placement, and Registration for Associate and Bachelor's Degrees

#### Quotas

**ARTICLE 5–** (1) Quotas for Associate and Bachelor's degrees for international student admissions, submission of the Related Administrative Board, and proposal of university Senate are notified to the Council of Higher Education.

(2) Data of quotas approved by the university Senate is entered into YOKSIS (Higher Education Information System). Then, the quotas are determined by the Council of Higher Education and included in the Guide for International Student Admission. The calendar for the Guide is specified by the OSYM presidency.

(3) In case of any vacancy in the quotas for any Associate or Bachelor's degree programs, those quotas can be transferred to other departments by the approval of the Senate and to the Faculties of Medicine, Dentistry, and Pharmacy by the approval of the CoHE.

### **Application Criteria**

**ARTICLE 6–** (1) Applicants, on condition that they are either in the last year of their high school education or have completed it, who

- a) are foreign nationals studying at Turkish high schools (providing the condition that they registered before the 2022-2023 Academic Year) - (excluding embassy schools, international private education institutions in the MOBIS system, and foreign nationals attending secondary education schools in Türkiye as part of projects carried out by the Turkish Ministry of National Education),
- b) originally had Turkish nationality by birth, but have given up their nationality upon the approval of the Turkish Ministry of Domestic Affairs, and those who certify that they have been issued a blue card upon their request, which is given to those who have lost their Turkish citizenship upon their request before the 2022-2023 Academic Year,
- c) study at high schools in Türkiye (registered before the 2022-2023 Academic Year) and are former foreigners who acquired Turkish citizenship/ dual nationals in this situation
- d) hold Turkish citizenship and have completed their high school education in high schools abroad including graduates of Turkish schools opened by the Ministry of National Education abroad (except the TRNC) on the condition that they pursued their high school education abroad before February 1, 2013, and have completed the last three years of their high school education abroad (except the TRNC),
- e) have completed their high school education in high schools abroad including graduates of Turkish schools opened by the Ministry of National Education abroad (except the TRNC) on the condition that they pursued their high school education abroad before February 1, 2013, and have completed the last three years of their high school education abroad (except the TRNC),
- f) hold TRNC citizenship and reside in the TRNC and have completed secondary education (high school) in the TRNC and have GCEAL exam results, and those who have or will have GCEAL exam results by registering and studying at colleges and high schools in other countries between 2005-2010.

(2) Applicants will not be evaluated who

- a) hold Turkish citizenship and have completed their high school education in Türkiye or TRNC,
  - b) hold TRNC citizenship (except for those who have completed their entire high school education in a GCE AL system in TRNC, and those who have registered and completed/will complete their high school education in a GCE AL system abroad between 2005-2010),
  - c) hold Turkish citizenship by births and dual-citizenship specified in Item. b (excluding those who provide the criteria in Item. 1/d),
  - d) hold dual citizenship (one of which is of T.R.N.C)- (except for those who have completed their entire high school education in a GCE AL system in TRNC, and those who have registered and completed/will complete their high school education in a GCE AL system abroad between 2005-2010),
  - e) hold Turkish citizenship by birth and dual-citizenship specified in Item. 1/b, and complete their high school education in institutions within an embassy or other foreign institution in Türkiye,
  - f) TRNC citizens and those who have renounced Turkish citizenship/Blue Card holders, and foreign nationals who will enrol in secondary education schools in Türkiye from the 2022-2023 academic year,
  - g) are punished with expulsion from a higher education institution in Türkiye.

### **Application for Preferences, Evaluation, and Admission Criteria**

**ARTICLE 7–** (1) Announcements regarding the applications are included on the website of the University and the application process is completed online. Applicants are supposed to upload the necessary document for application online.

(2) The process of evaluation and placement of the applicants is carried out by a committee appointed by the Rectorate at Student Affairs Office.

(3) For the placement, priority is given to KTUYOS score; following TR-YOS, YOS exams of other universities, international exams specified in Table 1, and high school diploma score.

(4) In case of equality in the placement scores, the high school diploma score is taken into consideration first. Then, the order of preferences is considered. In case of equality in all circumstances, younger candidates are placed.

(5) The number of candidates from the same country to be admitted to a program cannot exceed 20% of the program quota. In case of additional placement, nationality limit shall not be considered.

(6) There is no validity limitation for the exams which are approved by the CoHE and accepted as equal to high school graduation certificates (Abitur, International Baccalaureate, GCE, Tawjihi, etc.). For the exams which are accepted as university entrance exams (SAT, TR-YOS, etc.), there is a two-year validity.

(7) In case of vacant quotas due to not filling the quotas or not registering despite the placement, additional placement can be made for the vacant quotas. Candidates who have been placed in any program before, cannot apply for additional placement, even if they have not registered for the program they were placed in.

(8) Placement results will be announced on the website of the University on the specified date. Candidates are not notified individually.

(9) An acceptance letter is issued for international students who come to our country legally and are admitted by our University.

### **Registration**

**ARTICLE 8–** (1) Registration of the students admitted to Karadeniz Technical University is completed on the dates specified in the University academic calendar with the following documents:

a) Exam result document (Turkish sample approved by Turkish Embassy, Consulate, or notary public in their country),

b) High school diploma and transcript (Turkish copy from the Turkish Embassy, Consulate, or notary public in their country),

c) Equivalency certificate indicating that a high school education equivalent to Turkish high schools has been completed (the equivalence process should be carried out by the Turkish Embassy or Consulate in their country or by the Ministry of National Education),

d) Free Student (Annotated) Passport (a copy in the Turkish language approved by the Turkish Embassy or Consulate in their country),

e) Residence Document (to be obtained from the Directorate of Migration Management),

f) Photograph (4,5x6 size, taken within the last six months and biometrically),

g) Bank Receipt (stating that the education fee has been paid),

h) An internationally valid document proving that the student has the financial means to continue university education,

i) A Turkish Language Certificate (graduates of the high schools of the Ministry of National Education of the Republic of Türkiye will not document Turkish language level),

k) Certificate of Identity Register Copy (with family members) – (for the citizens of Türkiye and the T.R.N.C),

l) A copy of passport and Certificate of Identity Register taken from the Directorate of Civil Registration) (for dual citizens who are Turkish by birth),

(2) In case of any missing or inaccurate information in the documents given during the application process, the registration will not be admitted regardless of the stage.

### **Turkish Language Proficiency**

**ARTICLE 9–** (1) Students accepted to the university programs with the Turkish language as the language of instruction, must certify their Turkish language proficiency to begin their education. The Turkish language proficiency levels accepted by the University are shown in the table below:

<b>Turkish Language Proficiency</b>	<b>Scores</b>	<b>Explanation</b>
C2	90-100	Students with B2, C1, and C2 Turkish language proficiency levels are considered qualified enough for students to begin studies in Associate or Bachelor's Degree programs.
C1	80-89	
B2	65-79	
B1	50-64	Students with A1, A2, and B1 Turkish language proficiency levels are considered qualified enough for students to begin studies in Associate or Bachelor's Degree programs. Students shall begin studies in Associate or Bachelor's Degree programs regarding Item.3.
A2	30-49	
A1	0-29	

(2) Documents to certify the Turkish language proficiency levels can be the "Certificate of Turkish Language Proficiency" by KTU TOMER (Karadeniz Technical University Turkish Language Teaching, Application, and Research Center), TOMER certificates of other universities or Yunus Emre Institute's TKS (Turkish Proficiency Exam). Students with B2, C1, and C2 levels will begin their studies in the programs they enrol in.

(3) Students who enrol in the programs with a B2 Turkish level must document that they have increased their Turkish level to C1 or C2 level by the beginning of the third academic year at the latest. Those who cannot increase their Turkish level to C1 or C2 level until the beginning of the third academic year at the latest cannot continue their education until they increase their language level to C1 or C2 level.

(4) Students who do not have a Turkish Language Proficiency certificate or whose Turkish level is A1, A2, and B1 cannot start their education. These students are considered to be on leave for one year to receive Turkish preparatory education. During this period, students are supposed to learn Turkish. Students who prove a sufficient level of Turkish according to the second and third paragraphs of this article can start their education in the program they are placed in.

(5) Students who enrol in university programs with a mixed language of instruction (Turkish and a certain foreign language) are given an additional year to take Turkish language training after their foreign language preparatory education. Students who exceed two years to complete their Turkish language and foreign language training will be deregistered.

(6) Students are obliged to submit their Turkish language proficiency documents to the Student Affairs Office before the course registration dates specified in the academic calendar.

(7) For those, who have completed their high school education in a school in Türkiye or completed their education at a Turkish high school abroad, any Turkish Proficiency Certificate is not required.

### **Foreign Language Education**

**ARTICLE 10-** (1) For those who enrol in programs with a mixed language of instruction (Turkish and a certain foreign language), the provisions of the Karadeniz Technical University Directive for School of Foreign Languages Application Regulation, adopted by the Senate No. 331 on 02.08.2022, are implemented.

## **SECTION THREE**

### **Application for Postgraduate Study, Placement, and Admission Criteria**

#### **Quotas**

**ARTICLE 11-** (1) There is not any quota rule application for the admission of international students to the graduate school of the University. The quotas are determined by the proposal of the relevant department's Head and the decision of the Administrative Board of the Graduate School.

#### **Application Criteria**

**ARTICLE 12-** (1) For master's degree programs (with thesis or non-thesis) it is required for students to be a graduate of a bachelor's degree program of at least four years. For Ph.D./Proficiency in Arts programs, it is required for students to be a graduate of a bachelor's degree program of at least five years or a graduate of a master's degree program.

(2) International students who can apply are:

- a) Foreign nationals,
- b) Children of those who are Turkish citizens by birth but were permitted to renounce Turkish citizenship from the Ministry of Interior and certify that their underage children who are registered in the certificate of renunciation of Turkish citizenship have the document on the Use of the Rights Granted by the Law (Blue Card) obtained within the Turkish Citizenship Law,
- c) Dual nationals who acquired citizenship of the Republic of Türkiye,
- d) Turkish citizens who have completed their entire university education abroad (including those who graduated from a Turkish university abroad except the TRNC).

(3) Those whose mother and/or father are Turkish citizens and have been granted Turkish citizenship by birth; those who have not completed their undergraduate education abroad (except the TRNC), and those who have not renounced their Turkish citizenship cannot apply for the quotas of international students.

### **Required Documents to Apply**

**ARTICLE 13-** (1) Required documents for international students who meet the application criteria are:

- a) Photograph (4,5x6 size, taken within the last six months and biometrically),
- b) CV,
- c) A copy of Passport,
- d) A certified copy of the Turkish Language Proficiency Certificate taken by TOMER (Turkish Language Teaching, Application, and Research Center) – (Applications of students without the Turkish Language Proficiency Certificate are not admitted. For those who enrol in programs with a 100% English medium of instruction, any Turkish Language Proficiency Certificate is not required)
- e) A certified copy of the undergraduate graduation certificate/diploma and transcript approved by foreign representatives, translated into Turkish or English are required for graduate program applications. (E-Government print-out documents with QR codes are also valid for those who graduated from a university in Türkiye.)
- f) A copy of undergraduate and graduate graduation certificates/diplomas and transcripts translated into Turkish or English and approved by the related representatives abroad are required for doctoral program applications (E-Government print-out documents with QR codes are also valid for those who graduated from a university in Türkiye.)
- g) Equivalency certificate for those who are Turkish citizens and completed their undergraduate education abroad, including those who completed their undergraduate education abroad (except for the TRNC).
- h) Diploma equivalency certificate is required for foreign nationals who graduated from a university abroad.

(2) To apply for Ph.D. programs, students are supposed to document a foreign language proficiency exam score such as YDS/YOKDIL, etc., or equivalent international exams recognized by the CoHE, regarding the minimum score determined by the Administrative Board of the relevant Graduate School. A higher foreign language proficiency exam score may be included in the announcement of a Graduate School as an application condition in the student admission announcement for the applications.

(3) Students are supposed to document a foreign language proficiency exam score such as YDS/YOKDIL etc. or equivalent international exams recognized by the CoHE, regarding the minimum score determined by the Administrative Board of the relevant Graduate School to be exempted from the language preparatory class. A higher foreign language proficiency exam score may be included in the announcement of a Graduate School as an application condition in the student admission announcement for the applications. The validity period for foreign language documents is five years from the date of the announcement of the exam result.

### **Student Admission and Registration**

**ARTICLE 14** – (1) The period of evaluation and admission of international students is finalized with the approval of the Head of the related department and the Administrative Board of the Graduate School and announced on the web pages of the related Graduate Schools.

(2) Final registration and course registration procedures are completed within the periods specified in the academic calendar. A student is registered in only one department.

(3) Students who graduated (bachelor's or master's degree) from departments that are related to foreign language education and then want to study at a department related to another foreign language education are supposed to document the foreign language proficiency exam

score of the related department such as YDS/YOKDIL etc. or equivalent international exams recognized by the CoHE, regarding the minimum score determined by the Administrative Board of the relevant Graduate School.

(4) The student status of international students who have dual citizenship and enrol in graduate programs with a foreign nationality is not changed during their education.

(5) Students who enrol in a graduate program with the status of an international student and then become a citizen of the Republic of Türkiye during their education continue their education by paying the education fee determined by the legislation for international students.

(6) Students who apply for graduate studies within the context of bilateral agreements to which the university is a party, are accepted as students out of the quota, with the approval of the Head of the relevant department and the decision of the Administrative Board of the Graduate School.

(7) Students who are entitled to register for postgraduate programs with out-of-field student quotas, are supposed to enrol in Scientific Preparation Class for a maximum of one year regarding the approval of the related department's integration commission. Those who cannot complete the requirements of the Scientific Preparation Class in a year will be deregistered.

(8) In case of any missing or inaccurate information in the documents given during the application process, students will be deregistered even if they are admitted to the programs.

## **SECTION FOUR**

### **Miscellaneous and Final Provisions**

#### **Student Rights**

**ARTICLE 15–** (1) International students have the same responsibilities as other Turkish citizen students. They can benefit from classrooms, education departments such as the library, and all kinds of social facilities the university offers. The provisions of the legislation on education are also valid for international students.

#### **Financial Provisions**

**ARTICLE 16–** (1) The amount of education fee to be paid for each year for international students who study by their own means or whose scholarships are terminated is determined by the Administrative Board of the University before the academic year starts within the framework of the principles determined by the Council of Ministers. International students who are entitled to study at the university pay the education fee determined for the academic year they are registered. If the student leaves voluntarily or is deregistered for any other reason, the fees paid to the University are not refunded.

(2) Except for the provisions stipulated in the relevant legislation, students who enrol in the university within the scope of accepting students from abroad are not provided with any support such as cash, dormitories, stationery, meals, etc.

(3) Students can apply for optional insurance to the Social Security Institution within three months from the date of their first registration to the programs they are accepted to. Students who do not apply to the Social Security Institution within this period will not be registered for general health insurance again during their education.

#### **Legal Clauses**

**ARTICLE 17–** (1) For the Legal Clauses in this Directive; relevant legislative provisions, decisions, and circulars of the Council of Higher Education, and decisions of Karadeniz Technical University's Senate are implemented.

#### **Repealed Regulation**

**ARTICLE 18–** (1) The Directive for International Student Admission to Associate Degree and Undergraduate Programs, which was accepted with the Decision 230/2 of the Karadeniz Technical University Senate, dated 29.03.2010, has been repealed.

#### **PROVISIONAL ARTICLE 1–** (1)

Students who have enrolled in accordance with the provisions of the Directive of International Student Admission to Associate Degree and Undergraduate Programs accepted by the University Senate's Decision 230/2, dated 29.03.2010 can continue to benefit from the provisions in favour of the abrogated Directive until they graduate.

**Validness****ARTICLE 19-** (1)

This Directive comes into force on the date it is accepted by the Karadeniz Technical University Senate to be implemented from the 2023-2024 academic year on.

**Execution**

**ARTICLE 20-** (1) The provisions of this Directive shall be executed by the University Rector.

## Abbreviations:

**KTU-YOS:** Refers to Foreign Student Examination, which is conducted by KTU,

**SAT:** Refers to Scholastic Aptitude Test which is an international exam for students all around the world to study in the USA,

**GCE:** Refers to the General Certificate of Education, which is an exam to study in the UK,

**ACT:** Refers to American College Testing which is a standard test to study college in the USA,

**ABITUR:** Refers to a matriculation test conducted in Germany,

**IB:** Refers to the International Baccalaureate exam,

**TAWJIHI:** Refers to an exam to study at the universities in Jordan,

**BACCALAUREAT LIBANAIS:** Refers to an exam to study at the universities in Lebanon,

**BACCALAURÉAT EN FRANCE:** Refers to an exam to study at the universities in France,

**AL-SAHADA:** Refers to an exam to study at the universities in Syria,

**AL TAHANAWIYYA:** Refers to an exam to study at the universities in Libya,

**GAOKAO:** Refers to an exam to study at the universities in the PRC.

**Criteria for Success (Table-1)**

Exam No.	EXAM / DIPLOMA	CRITERIA FOR SUCCESS
1	KTUYOS Basic Skills Exam	At least 40
2	TR-YOS Exam	At least 220
3	YOS exams by other universities	At least 40
4	SAT I exam	At least 500 in Maths At least 1000 in Total
5	GCE (A level)	At least three A Levels (one of which is related to the applied department)
6	Tawjihi (Jordan and Palestine)	At least 80 for Scientific Stream and an average score for all subjects
7	International Baccalaureate Diploma	At least 28
8	ABITUR Exam	At least 4
9	ACT (American College Test)	At least 21 for Science Reasoning, Math, and Total
10	Baccalaureate Libanais (Lebanon)	Scientific Stream: At least 65 of 100
11	Gaokao (the PRC)	At least 500 of 750 (Regarding the score type of the department)
12	Al-Shahada-Al Thanawiyya Baccalaureate (Syria)	Scientific Stream: At least 185 of 240 (Engineering Departments) At least 170 of 240 (Other Departments)
13	International Science Olympiads recognised by TUBITAK	Gold, Silver, or Bronze Medal
14	Al-Shahada-Al Thanawiyya Baccalaureate (Libya)	Scientific Stream: At least 185 of 240 (Engineering Departments) At least 170 of 240 (Other Departments)
15	High School Diploma Score	At least 60% of the Total Score