

ISPARTA UNIVERSITY OF APPLIED SCIENCES
BOOKLET FOR INTERNATIONAL STUDENTS

1. WELCOME

Dear students, welcome to Isparta University of Applied Sciences (ISUBÜ). Congratulations on your acceptance to ISUBÜ, we look forward to seeing you among us. Adapting to a different country or city has some difficulties. With this booklet, we aim to facilitate your adaptation to Isparta and our university.

Please read the booklet carefully, do not miss the registration dates and make sure that you have the necessary documents for registration. Please contact us if you have any questions.

2. BEFORE YOUR ARRIVAL

2.1. Visa

To study in Turkey, students must obtain a Study Visa. This visa is valid for a one-year period and a one-time entry into the country. After receiving a letter of acceptance from ISUBÜ, you can apply for a Study Visa by going to the Consulate of the Republic of Turkey near you. Residence Permit can be obtained only after obtaining a Study Visa. Students who have a Residence Permit can enter and exit Turkey whenever they want. Students from countries with a visa-free entry agreement are excluded from this scope.

The visa process may take a long time in some countries. For this reason, it will save you time to apply for a visa immediately after receiving the acceptance letter.

2.2. Diploma Equivalence

The Diploma Equivalence is a document stating that your high school diploma is equivalent to a Turkish high school diploma. It is compulsory for studying at a higher education institution (university) in Turkey. You can get the document from the relevant department in the Consulates of the Republic of Turkey in your own country or from the Directorate of National Education of the province where you will study in Turkey.

Address of Directorate of National Education of Isparta: İstiklal Mah. 105. Cad. No.54 Merkez/Isparta

2.3. Health Insurance

Students who want to study in Turkey are required to have a health insurance that will cover their education period. At the same time, it is necessary to have health insurance in order to obtain a residence permit. For this reason, a private health insurance is required that will be valid (4 months-1 year) at least until you get a residence permit. If the insurance company is an international company, it must have a branch in Turkey and your insurance must be valid in Turkey. Or the health insurance should be obtained from a private insurance company in Turkey. This is easier and more reliable also when obtaining a residence permit.

A Residence Permit can be obtained 2-3 months after arriving in Isparta. After obtaining a residence permit, you can continue to take out private insurance if you wish, or you can choose getting health insurance from the Social Security Institution of Turkey (SGK).

Address of Social Security Institution in Isparta: İstiklal Mahallesi 104 Cad. Eğirdir Yolu üzeri No: 114 ISPARTA.

3. YOUR ARRIVAL

3.1. Transportation

International flights to Isparta are usually via connecting from Istanbul. Transportation from Isparta Süleyman Demirel Airport to the centrum is provided by bus. Students who will travel by plane may prefer Antalya airport as an alternative destination. It is possible to reach Isparta from Antalya by a bus ride of approximately 2 hours.

Students who come to Isparta by bus can reach their accommodation by taxi or municipal buses after getting off at the bus station. It is possible to reach ISUBU East Campus and West Campus from the bus station by buses number 4, 8, 9, 12, 22, 47. ISUBU Registrar's Office is located in the campus of Rectorate in C Block. The campus of the Rectorate is 5 minutes walking distance from the bus station (to the south), right next to the Central Post Office (PTT).

3.2. Registration

Candidate students who are accepted to ISUBU can get their acceptance letters from <https://obs.isparta.edu.tr>. Acceptance letters will also be sent to your e-mail addresses.

You must personally apply to the Isparta University of Applied Sciences Registrar's Office for final registration. It is not possible to register by mail. If you do not bring your documents on the specified dates, you lose your right to register.

Address of Registrar's Office: Bahçelievler Mah. 102. Cad. No: 24. Rektörlük Kampüsü, PTT Merkez Şubenin yanı, ISPARTA

Documents Required for Registration

1) Acceptance Letter

2) Study Visa. Candidates in Turkey receive a residence permit from the Provincial Directorate of Migration Management instead of a Student Visa.

Students listed below are not required to have a student visa:

- a) International students who are citizens of the Turkish Republic of Northern Cyprus and children of foreigners who have work and residence permits in Turkey, who complete their secondary education in Turkey and want to continue their undergraduate education without interruption,
- b) Those who has gained Turkish citizenship by birth and later became a Turkish citizen by the decision of the Council of Ministers. Those who have acquired the citizenship of a foreign state by obtaining a permit to renounce their citizenship

(including those who have a document regarding the use of the rights granted by the Law No. 5203),

- c) Those who are foreign by birth and later on T.C. dual citizenship. Who have got Turkish citizenship and spent the last three years of his high school education in T.C. excluding those who completed it in a foreign country (except Northern Cyprus).
- 3) **High school diploma or temporary graduation certificate.** The original of the diploma or temporary graduation certificate must be accompanied by a Turkish translation approved by the notary public or foreign representatives of the Republic of Turkey.
- 4) **Diploma Equivalence.** The original of the Equivalence of High school diploma obtained from the Provincial Directorates of National Education or foreign representatives of the Republic of Turkey.
- 5) **Transcript.** The original of the transcript approved by the high school directorate, showing the courses taken in high school, grades and GPA of the candidate, and a copy of the Turkish or English translation approved by the notary public or foreign representatives of the Republic of Turkey.
- 6) **Exam Results / YÖS Results.** If you have earned the right to register to ISUBÜ with your exam score, you must bring the result document of the relevant exam (YÖS, SAT, ABITUR, GCE, etc.). Your exam result document must have a verification code or a copy of the original confirmation from the institution where the document was taken.
- 7) **Passport.** The Turkish translation of the pages showing the student visa, the identity information and validity period of the passport with a copy approved by the notary public or foreign representatives of the Republic of Turkey.
- 8) **2 photographs.** 4.5x6 cm. size must have been taken from the front, within the last six months.
- 9) **Foreign language or Turkish proficiency certificate (if any).** Internationally valid foreign language certificate and Turkish proficiency certificate with certified copy from foreign representative offices of Republic of Turkey or notary.
- 10) **Payment Receipt.** It is a document showing that the tuition fee has been paid. Tuition fees can be paid by going to any of the Halk Bank branches and saying your 10-digit student number or using Halk Internet Banking or Halk ATMs. Tuition Fee can also be paid from any credit card account of any bank by logging into the system at <https://obs.isparta.edu.tr> and clicking on the Credit Card (Fees Payment Transactions with Virtual Pos) link.
- 11) **Subsistence statement.** The signed livelihood assurance statement is the form numbered ANNEX-2 on page 8 of the document opened at the link below: <chrome-extension://efaidnbmninnibpcjpcglclefindmkaj/https://oidb.isparta.edu.tr/assets/uploads/sites/73/files/2022-2023-ulusararasi-ogrenciler-icin-basvuru-ve-kayit-takvimi.pdf>
(When you come to Turkey, you will deliver it by hand.)

Candidates who apply with missing documents during final registration cannot be registered. Please make sure your documents are complete!

3.3.Residence Permit

After arriving in Isparta, international students should apply to the Provincial Directorate of Migration Management for a residence permit. You must apply for a residence permit before your visa or visa exemption period expires. Otherwise, your application will not be accepted.

Documents required for application:

- 1) **Application form:** This form is created by the system when the residence permit application is completed via the e-residence system (<https://e-ikamet.goc.gov.tr>). Print out and sign the application form.
- 2) **Original and photocopy of passport or passport substitute:** You must have a passport or a document that replaces a passport with a validity period of 60 (sixty) days longer than the requested residence permit. When you go to the application, you should also bring a photocopy of your passport and the page with the entry stamp on your passport at the last entry into our country.
- 3) **Four photographs:** must be biometric, taken within the last 6 months, with a white background.
- 4) **Valid health insurance:** You must bring the e-signed / signed / stamped document regarding the health insurance you have obtained from a private insurance company or SGK for application.
- 5) **Student certificate:** This document, which you will receive from the university you are registered to, must be e-signed / signed and sealed or stamped.
- 6) **Document showing your address information:** The address and contact information you submit to public institutions must be valid and correct. About your address information; you should bring a document regarding the place you are staying in our country (rent, dormitory, hostel, etc.), and the document you bring should be clear and understandable that you are staying at that address. (For example; if you are staying in a dormitory, you will receive a signed/stamped document from the dormitory management, if you are staying as a tenant, you need a notarized rental agreement).
- 7) **Receipt of residence permit card fee:** The amount of the card fee is included in your residence permit application form. Pay this amount in authorized finance cashiers or authorized banks and attach the receipt to the application form.

Steps to follow:

- 1) After registering to the university, fill in the first application field for "Student Residence Permit" from the e-residence tab at <https://e-ikamet.goc.gov.tr>. After completing the application form, print it out and sign it.
- 2) Submit all the documents requested by the university during registration. The student affairs unit of the university will deliver these documents to the Provincial Directorate of Migration Management. If necessary, the Provincial Immigration Administration may request additional documents from you. Therefore, it is very important that your contact information is correct and valid.
- 3) Go to the Provincial Immigration Administration on the date you are given an appointment and submit the required documents.

- 4) When your residence permit application process is completed, the “residence permit document” to be issued on your behalf will be sent by the General Directorate of Migration Management to the address you provided or to the address of your university.

Address of Provincial Directorate of Migration Management in Isparta (Isparta İl Göç İdaresi Müdürlüğü): Hızırbey Mahallesi 1509. Sokak No: 9 Merkez/ISPARTA

E-mail: isparta@goc.gov.tr

Tel: 0246 224 24 45

For your questions about residence permit you can call **YİMER 157**.

4. EDUCATION

4.1.Dilmer (Turkish Education)

Students registered to a program whose language of instruction is Turkish at ISUBU must have at least B2 level Turkish proficiency certificate in order to start their education (this is not required for students who have completed high school in Turkey). The Turkish proficiency certificate must be obtained from ISUBÜ DİLMER or from centres approved by YÖK. Turkish proficiency exams are held by ISUBÜ DİLMER at the beginning of the academic year and every Friday at 13.00. You must pre-register for this exam. For more information: <https://dilmer.isparta.edu.tr/tr/haber/turkce-yeterlik-sinavi-31260h.html>

The registration of students who do not have a Turkish proficiency certificate is frozen for one year and they are expected to receive a Turkish proficiency certificate during this period. Students can enrol in Turkish courses given by ISUBÜ DİLMER (<https://dilmer.isparta.edu.tr/tr/>). Students who are successful after approximately one year of education receive a Turkish proficiency certificate and can start their education in their departments without taking the Turkish proficiency exam again. Students can also study Turkish at a language teaching centre in another province, if they wish. However, students in this situation have problems with residence permits. For this reason, we recommend you to study Turkish in Isparta.

4.2.English Preparatory Education

Students enrolled in a program whose medium of instruction is partially or completely English is, required to take one year of English preparatory education. Preparatory education is given by ISUBU School of Foreign Languages (YDYO) (<https://ydyo.isparta.edu.tr/>).

Address of YDYO: Doğu Kampüsü, Orman Fakültesi, Zemin Kat, oda no: Z 33, Z 34, Z 35.

Students are exempted from compulsory English preparatory education in the following cases:

- 1) Those who have studied at a secondary education institution at least in the last three years, in a country where English is spoken as a mother tongue and where it is the

official language of instruction, and have completed their secondary education in these institutions,

- 2) Those who have previously studied English preparatory education at another university and have been successful,
- 3) Those who score at least 70 in the ISUBU YDYO Proficiency Exam, at least 70 in YDS or YÖKDİL, at least 84 in TOEFL IBT, at least 71 in PTE Academic exam, and get at least C in CAE and CPE exams. The scores obtained from these exams are valid for five (5) years after the exam result is announced.

Students who do not have a valid English proficiency certificate can start their education in their departments after successfully completing one year of English preparatory education.

5. ACCOMODATION

Our university does not offer any accommodation services to students or staff. Students can stay in houses, apartments, private dormitories or hostels with their own means. Isparta is a city that offers students various accommodation options and has many apartments.

In addition, accommodation quotas are allocated for international students in the student dormitories belonging to the General Directorate of Credits and Dormitories (KYK) under the Ministry of Youth and Sports. The links below will help you.

For student dormitories in Isparta:

<https://kygm.gsb.gov.tr/YurtMudurlukleri>

For general information about dormitory services:

<https://kygm.gsb.gov.tr/Sayfalar/2434/2389/GenelBilgiler>

To apply for dormitories via e-government:

<https://www.turkiye.gov.tr/genclik-ve-spor-uluslararasi-ogrenciler-icin-yurt-basvurusu>

Some academic departments of our university are located in various districts of Isparta. Learning in advance in which department and settlement the program is, which you have been accepted to, will help you while making your accommodation plans.

We wish you a successful learning process at ISUBU and a useful and happy experience in Isparta. We look forward to seeing you among us. Please do not hesitate to contact us if you have any questions.

INTERNATIONAL STUDENTS OFFICE OF ISUBÜ

Doğu Kampüsü, Orman Fakültesi zemin kat, oda no: Z 27.

E-mail: international@isparta.edu.tr

Tel: +90 246 214 65 84