

SULEYMAN DEMIREL UNIVERSITY

DIRECTIVE ON THE APPLICATION AND ADMISSION OF INTERNATIONAL STUDENTS TO ASSOCIATE AND BACHELOR'S DEGREE PROGRAMS

PART ONE

Aim, Scope, Basis and Definition of Terms

Aim

ARTICLE 1 – (1) The aim of this directive is to determine the principles that regulate the procedures concerning admission of international students to associate and undergraduate diploma programs at Suleyman Demirel University.

Scope

ARTICLE 2 – (1) This directive consists of exam, quota setting, application criteria, preference procedures, evaluation of applications, and Turkish preparatory education provisions on the international students' admissions.

Basis

ARTICLE 3 – (1) This directive is prepared on the basis of the Article 3 of the law no. 2922 concerning the International Students in Turkey, the Article 45/f of the law no. 2547 and the General Provisions on the Admission of Students of Higher Education Council.

Definition of the Terms

ARTICLE 4 – (1) The following terms aforementioned in this document, are defined as follows:

a) Unit: The Faculties, Schools, Vocational Schools, and State Conservatory at Süleyman Demirel University,

b) Unit Committee: Faculty Committee at the Faculties, School Committee at Schools, Vocational School Committee at Vocational Schools, State Conservatory Committee at State Conservatory of Süleyman Demirel University,

c) Unit Board of Directors: Faculty Board of Directors at the Faculties, School Board of Directors at Schools, Vocational School Board of Directors at Vocational Schools, State Conservatory Board of Directors at State Conservatory of Süleyman Demirel University,

d) Evaluation Commission: The commission which will carry out the procedures of placement of international students depending on the preferences,

e) TRNC: Turkish Republic of Northern Cyprus,

f) Commission: Exam Preparation and Implementation Commission organized by the Coordinator,

g) Coordinator: The relevant Vice-rector assigned to coordinate the International Students' admission and placement procedures,

- h) Program: Associate and Bachelor's Degree diploma programs,
- i) Rector: The Rector of Suleyman Demirel University
- j) Rectorate: The Rectorate of Suleyman Demirel University
- k) SDU: Süleyman Demirel University
- l) SDUYOS: Süleyman Demirel University Examination for International Students
- m) Senate: Senate of Süleyman Demirel University
- n) TÖMER: Süleyman Demirel University Turkish and Foreign Language Teaching Application and Research Center
- o) University Administrative Board: Board of Directors of Süleyman Demirel University,
- p) CoHE: Council of Higher Education of Turkey.

PART TWO

Guidelines for International Student Admission

International Student Examination

ARTICLE 5 – (1) The execution of SDUYOS and the determination of the exam date in the relevant academic calendar is decided by the Senate.

(2) SDUYOS is conducted by the Exam Preparation and Implementation Commission under the Coordinator's Chairmanship.

(3) The application and examination dates of SDUYOS in the relevant calendar, the form and content of the exam, application requirements and base scores for evaluation are determined and announced by the Exam Preparation and Implementation Commission.

(4) SDUYOS scores of the candidates are valid for 1 (one) year following the examination date.

(5) SDUYOS can be hold in countries where an agreement has been made and in other countries and in the exam centers where it is deemed appropriate to conduct exam.

Quotas

ARTICLE 6 – (1) The quotas for international student admission to be allocated to the daytime education, evening education and distance education programmes under associate and bachelor's degree diploma programs of the Units and the special conditions, if any, are determined by the Senate.

(2) The quotas and conditions determined by the resolution taken by the Senate are declared to CoHE (Council of Higher Education).

(3) In case the quotas allocated to the program are not preferred by the candidates or the quotas are not filled, the quotas remain vacant can be transferred to the other departments/programmes by the resolution taken by the Senate.

The quota transfer for the programs of Faculty of Medicine, Faculty of Pharmacy and Faculty of Law may be realized by the demand of the University and the decision of the Council of Higher Education Executive Committee.

Candidates Eligible for Application

ARTICLE 7 – A) Provided that the candidates are in the final year of high school or graduates; the applications of following candidates are accepted:

(1) Those who are of foreign nationality,

(2) Those who were Turkish citizens at birth but received permission of expatriation from the Ministry of Internal Affairs, and those who hold the Official Document for The Use of Rights Granted by the Law No: 5203, which is issued for their children under the full legal age who are registered on the document that certifies the abandonment of Turkish citizenship,*

(3) Those of dual citizenship who were of foreign citizenship at birth but later adopted Turkish Republic citizenship,

(4) a) Among those students of Turkish Republic citizenship who continued their secondary education in foreign countries before 01/02/2013, the ones who have completed the last three years of secondary education (high school) in a foreign country except for TRNC (Turkish Republic of Northern Cyprus) (including those who have completed all of their secondary (high school) education in Turkish schools established within the scope of MNE (Turkish Ministry of National Education) in foreign countries other than TRNC)

b) Among those candidates who have started their secondary education in a foreign country after 01/02/2013, the ones who have completed all of their secondary (high school) education in a foreign country except TRNC (including those who have completed all of their secondary (high school) education in Turkish schools established within MNE in foreign countries other than TRNC) to the foreign acceptance quotas,

5) Those with TRNC citizenship reside in TRNC and have completed their secondary education there and have the score of GCE-AL and those who enrolled colleges and high schools in other countries between 2005-2010 and studies there and have or will have the score of GCE-AL scores.

B) The applications of the following candidates are not accepted:

1) Those who are holding Turkish Republic citizenship and have completed all of their secondary education in Turkey or TRNC,

2) Those who are holding TRNC citizenship (except for those who completed all of their secondary education at high schools in TRNC and hold GCE-AL scores and those who enrolled and studied at colleges or high schools in other countries between 2005-2010 and have or will have GCE-AL scores),

3) Those who hold dual citizenships whose first nationality is Turkish at birth as defined in the 2nd article of (a) subsection (except for those who provide the requirements defined in the 4th article of (a) subsection),

4) Those who hold dual citizenships, one of which is TRNC citizenship (except for those who have completed all of their secondary education at high schools in TRNC and hold GCE-

AL examination results and those who enrolled at high schools in other countries between 2005-2010, studied there and have GCE-AL examination results now,),

5) Those who hold Turkish Republic citizenship or dual citizenships whose first citizenship is Turkish Republic at birth as defined in the 2nd article of (a) subsection and study at schools operating within the scope of embassies in Turkey and foreign high schools in Turkey.

Application and Preference Requirements

ARTICLE 8 – (1) International student applications are done online at Süleyman Demirel University official website and between the specified dates for the relevant calendar, other required documents are uploaded online to the information system. The applications which are not done within the application period and the applications of those, who do not upload the required documents or upload incomplete documents, are not accepted,

(2) Those, who have minimum base scores obtained from the exams in Appendix 1 and Appendix 2, can apply for international student quotas,

(3) Necessary information, special conditions, and explanations, if any, are announced at the official website of the University,

(4) Candidates can apply for maximum 15 (fifteen) programmes.

Evaluation, Placement of Applications and Announcement of the Results

ARTICLE 9 – (1) The evaluation and placement procedures of the international candidates are conducted by Evaluation Commission.

(2) The applications of the candidates who do not meet the application requirements are not evaluated.

(3) Placement is done,

a) for the candidates whose applications are received according to Appendix 1, Appendix 2, SDUYOS, high school diploma and secondary school achievement score; the placement scores are calculated for the exams in Appendix 1, Appendix 2, SDUYOS according to the formulas in Appendix 3 and placements are determined by taking into account the scores and the preference list of the candidates. **(Amended with Senate Resolution number 600/3 on 27.04.2022)**

b) In case of an empty quota remaining, either a re-application can be received and/or additional placement can be done in the same way described in paragraph a of the article 9/3. **(Amended with Senate Resolution number 543/3-b on 23.06.2020)**

c) Again, in case of an empty quota remaining additional placement can be done according to the candidates' secondary school achievement score provided by candidates' certified document.

d) Re-application(s) can be received for the vacant quotas once more.

(4) The examinations which are in the status of high school graduation exam are valid for an unlimited period; the examinations which are in the status of university entrance exam

are valid for 2 (two) years. YOS examinations of the universities recognized by SDU are valid for 1 (one) year.

(5) The evaluation of application and placement of candidates applying for programs admitting students with special aptitude exams is done according to special aptitude exam score and by taking into account the candidates' order of preference.

(6) In case the placement points taken are equal; the candidate whose secondary school achievement score is higher is given priority. If the equality condition persists, the candidate who is younger is given priority. **(Amended with Senate Resolution number 543/3-b on 23.06.2020)**

(7) Candidates can access their placement results and acceptance letters via student information system, with their user names and passwords. Aforementioned announcement acts as a notification for candidates an additional notification is not made to their addresses. **(Amended with Senate Resolution number 600/3 on 27.04.2022)**

Registration

ARTICLE 10 – (1) Required documents for the registration are as follows:

a) Along with their Letter of Acceptance, candidates are required to take a “Student Visa” from a Turkish Republic Representations in Foreign Countries in their country (or the nearest country).

b) The candidates in Turkey are required to take a residence permit from Provincial Directorate of Migration Management instead of a Student Visa.

c) Student Visa is not demanded from the candidates listed below:

(1) Foreign students having completed their secondary education in Turkey and demanding to go on their undergraduate education without a break and the children of foreigners having work and/or residence permit in Turkey.

(2) Those having Turkish nationality at birth, but, then having given up their nationality upon the Council of Ministers' decision and having been admitted to the citizenship of a foreign state; (including the holders of document for the Use of the Rights Granted by the Law, No.5203).

(3) Holders of dual citizenship having foreign nationality at birth, but, then having been admitted to citizenship of Turkish Republic and those who have Turkish citizenships and have completed the last three years of high school education in a foreign country except Turkish Republic.

(2) The original of high school diploma or the original of temporary graduation certificate with their notarized Turkish translation or Turkish translations of the relevant documents approved by Turkish Republic Representations in Foreign Countries,

(3) The original of the Equivalency Certificate for high school diploma issued by Provincial Directorate of MNE or by Turkish Republic Representations in Foreign Countries,

(4) The original of officially approved document showing the Grade Point Average, the courses and the scores that candidates completed in high school (transcript) and its notarized Turkish translation or Turkish translations of the relevant documents approved by Turkish Republic Representations in Foreign Countries,

(5) The candidates are required to submit the originals of the aforementioned documents together with the letter of acceptance. The candidates, placed with YOS score of Turkish universities recognized by SDU, are required to have verification code on their YOS score printouts or take “true copy of the original” seal from the institution he/she took the document,

(6) The notarized Turkish translation or Turkish translations approved by Turkish Republic Representations in Foreign Countries of the passport pages showing Student Visa, identification information and validity period,

(7) If available, the notarized Turkish translation or Turkish translations approved by Turkish Republic Representations in Foreign Countries of internationally recognized foreign language proficiency certificate and Turkish proficiency certificate,

(8) Eight photographs to be 4.5x6 cm in size (the photographs should be taken in the last 6 months, from front, and enable the candidate to be clearly recognized.),

(9) Bank receipt showing the tuition fee has been paid to the relevant bank,

(10) Signed financial assurance declaration,

(11) The candidates who do not register on the specified dates stated in the relevant calendar, lose their rights for registration,

(12) If the registration process is accepted through online system; after payment of tuition fee realized through the student information system, the pre-registration is required to be done by the candidate. If the candidate does not personally submit the originals of the documents declared in the application to the relevant unit between the announced dates, the candidate loses her/his right for registration. **(Added with Senate Resolution number 600/3 on 27/04/2022).**

Tuition Fees and Financial Assurance Amount

ARTICLE 11- (1) International students are required to pay tuition fees in the amount determined by the University Administrative Board, abiding the minimum and maximum limits determined every year by the Presidential Decree. **(Amended with Senate Resolution number 600/3 on 27/04/2022)**

(2) An official document or recognizance stating that the candidate has the income, covering the amount determined by the University Administrative Board every year, that he/she can make a living in Turkey.

(3) The candidates who paid only the tuition fee and did not complete online registration; the candidates who complete online registration but did not hand in the originals of the documents, who made false or incomplete declarations can not get tuition fee refund. **(Amended with Senate Resolution number 600/3 on 27/04/2022)**

Medium of Instruction

ARTICLE 12- (1) The medium of instruction at the University is Turkish. Students who have been admitted to the programs which has a compulsory preparatory class or the medium of instruction is English, the foreign language level of the students, is determined by the proficiency exam according to the language of the program.

(2) Compulsory foreign language proficiency exam and preparatory class education is carried out in accordance with the provisions of the “Regulation for Süleyman Demirel University School of Foreign Languages Foreign Language and Preparatory Education and Examination”.

Turkish Proficiency Level

ARTICLE 13- (1) International students, who are enrolled in academic programs which has Turkish as medium of instruction, are required to submit the document, taken from SDU TÖMER, Yunus Emre Institute and from the Turkish Education Centers affiliated to higher education institutions recognized by CoHE, proving C1 level Turkish Proficiency. **(Added with Senate Resolution number 600/3 on 27/04/2022.)**

(2) Turkish language proficiency documents received in the last two years as of the application date are accepted. **(Added with Senate Resolution number 600/3 on 27/04/2022.)**

(3) After completion of the registration, Turkish proficiency documents brought from other institutions, other than SDU TÖMER is not accepted. **(Added with Senate Resolution number 600/3 on 27/04/2022.)**

(4) Students who are enrolled in the programmes in which medium of instruction is completely in foreign languages, no document is required for their Turkish proficiency level. **(Added with Senate Resolution number 600/3 on 27/04/2022.)**

(5) For the students, defined within the scope of this directive, who meets the following conditions, no document is required for their Turkish proficiency level and their Turkish language levels are considered sufficient to start the programs in which they are enrolled in. **(Added with Senate Resolution number 600/3 on 27/04/2022.)**

a) Those who have completed their secondary education in Turkish high schools affiliated to the MNE in Türkiye, **(Added with Senate Resolution number 600/3 on 27/04/2022.)**

b) Those who have completed their secondary education in Turkish schools opened by the MNE, **(Added with Senate Resolution number 600/3 on 27/04/2022.)**

c) Those who have completed their secondary education at open education high school abroad programs of the MNE, **(Added with Senate Resolution number 600/3 on 27/04/2022.)**

d) Those who have Turkish citizenship by birth and has permission to renounce his Turkish citizenship from the Ministry of Internal Affairs and their underage children registered in the Turkish citizenship renunciation document who holds the "Document on the Exercise of Recognized Rights" (holders of blue card), **(Added with Senate Resolution number 600/3 on 27/04/2022.)**

e) Citizens of Turkish Republic, **(Added with Senate Resolution number 600/3 on 27/04/2022.)**

f) Dual citizens, of which one of the foreign state citizenship is the Republic of Turkey, **(Added with Senate Resolution number 600/3 on 27/04/2022.)**

(6) Those who enroll in a program whose language of instruction is Turkish but do not have Turkish proficiency are required to take the Turkish Language Proficiency Examination organized by SDU TÖMER at the beginning of the registration period. Those who have Turkish Language Proficiency at minimum C1 level in this exam starts his education in the program he is registered in. **(Added with Senate Resolution number 600/3 on 27/04/2022.)**

(7) Students who cannot meet the Turkish language proficiency requirement are required to complete their Turkish language education at SDU TÖMER. **(Added with Senate Resolution number 600/3 on 27/04/2022.)**

(8) - a) Foreign students those with insufficient Turkish language level, are given one year to study in the Preparatory Program at SDU TÖMER. During this period, the student does not pay the

tuition fee of the program; pays the fee to study in SDU TÖMER and benefits from student rights. **(Added with Senate Resolution number 600/3 on 27/04/2022.)**

b) If the student does not reach the sufficient level of Turkish language within this period, an additional one year is given, in case the student provides and certifies an excuse and get registered to SDU TÖMER. At the end of this period, the student who cannot make his/her Turkish level sufficient will be deregistered from the program in which he/she is enrolled. **(Added with Senate Resolution number 600/3 on 27/04/2022.)**

SDUYOS Turkish Proficiency Levels	Score Ranges	Explanations
C2	89-100	Turkish level is sufficient.
C1	71-88	
B2	65-70	Turkish level can be sufficient in a short time
B1	55-64	
A2	30-54	Turkish level is not sufficient.
A1	0-29	Does not know Turkish at all

PART 3

Miscellaneous and Final Provisions

Application and Registration with Incomplete or Fake Document

ARTICLE 14- (1) The registration of those, who have submitted falsified, fake, incomplete and wrong documents during the application, placement and registration process, is cancelled even their final registration has been completed.

14-a- (1) Exam Preparation and Implementation Commission: consists of the persons who are organized by the Coordinator and assigned by the rector.

(2) Evaluation Commission: consists of the persons who are assigned by the Coordinator by the proposal of Exam Preparation and Implementation commission.

Cases not Specified in the Directive

ARTICLE 15- (1) International students are subject to Süleyman Demirel University Associate and Bachelor's Degree Education and Examination Directive and Süleyman Demirel University Foreign Language Education and Examination Directive.

Abolished Directive

ARTICLE 16- (1) By this directive, "Süleyman Demirel University Directive for International Students Admission" dated 1st of January 2015 and numbered 435/8 has been abolished.

Adaptation

PROVISIONAL ARTICLE- (1) Among the students, who registered to the university before 2016-2017 academic year, the ones who started studying with B1-B2 level have to raise their Turkish proficiency level to (C1) until they graduate from the University. The ones, studying at the associate degree, are not required to raise their Turkish proficiency level to (C1) until the beginning of third semester, and the ones, studying at bachelor degree, are not required to raise their Turkish level to (C1)

APPENDIX 2

NO	TEST TYPE/COUNTRY	PROGRAM TYPE	MINIMUM SCORE	MAXIMUM SCORE
1	Nationwide University Entrance Exam of Afghanistan (KANKUR)	Associate Degree Bachelor's Degree	200	350
2	Nationwide University Entrance Exam of Azerbaijan (TQDK)	Associate Degree Bachelor's Degree	400	700
3	Kyrgyzstan National University Entrance Examination (ORT)	Associate Degree Bachelor's Degree	150	250
4	Kazakhstan Unified National Test (ENT)	Associate Degree Bachelor's Degree	70	125
5	Kosovo High School Graduation Exam	Associate Degree Bachelor's Degree	60	100
6	Tawjihi	Associate Degree Bachelor's Degree	80	100
7	Baccalaureate Libanais	Associate Degree Bachelor's Degree	13	20
8	Al-Sahada-AlThhnawiyya-Al-Amma	Associate Degree Bachelor's Degree	170	240
9	Al-Sahada-AlThhnawiyya-Al-Amma	Associate Degree Bachelor's Degree	1160	2900
10	Argentina Baccalaureate	Associate Degree Bachelor's Degree	4 6	10 10
11	Belarus Unified State Examination	Associate Degree Bachelor's Degree	250 350	600 600
12	Matura Exam/Bosnia and Herzegovina	Associate Degree Bachelor's Degree	3,5	5
13	University Entrance Exam/Brazil	Associate Degree Bachelor's Degree	5	10
14	Algeria Baccalaureate	Associate Degree Bachelor's Degree	8 10	20 20
15	Studentereksamen/Denmark	Associate Degree Bachelor's Degree	7	13
16	Morocco Baccalaureate	Associate Degree Bachelor's Degree	8 10	20 20
17	Georgia National University Entrance Exam	Associate Degree Bachelor's Degree	250	500
18	National University Entrance Exam/ Mongolia	Associate Degree Bachelor's Degree	600	800
19	Moldova Baccalaureate	Associate Degree Bachelor's Degree	5 7	10 10
20	National University Entrance Exam/Portugal	Associate Degree Bachelor's Degree	8 10	20 20
21	Romania Baccalaureate	Associate Degree Bachelor's Degree	6	10
22	Senegal Baccalaureate	Associate Degree Bachelor's Degree	8 10	20 20
23	Tunisia Baccalaureate	Associate Degree Bachelor's Degree	10	20

APPENDIX 3

1. Multiplier for SDUYOS= 100/The maximum number of the correct answers in the exam

2. The scores of international exams and conversion table

The Lowest High School Grade Point Average accepted by the University= yedp

The Highest High School Grade Point Average accepted by the University= yeyp

The International Exam Score of the Student= op

The Conversion of International Exam Score of the student into High School Grade Point Average Score= ydp

The Lowest International Exam Score accepted by the University= edp

The Highest International Exam Score= eyp

Conversion Formula;

$$ydp = 50 + \left(\frac{(yeyp - yedp)}{(eyp - edp)} \right) * (op - edp)$$

3. The conversion formula used for **ABITUR**;

$$ydp = 50 + \left(\frac{(yeyp - yedp)}{(edp - eyp)} \right) * (edp - op)$$

*In the article 7 of Turkish citizenship law no. 5901, it is stated that “(1) A child born to a Turkish mother or through a Turkish father within the unity of marriage either in Turkey or abroad is a Turkish citizen.” Therefore, it would be beneficial for the candidates applying from abroad to check the Turkish Citizenship Law.