

**REPUBLIC OF TURKEY**  
**NİĞDE ÖMER HALİSDEMİR UNIVERSITY**  
**DIRECTIVE ON INTERNATIONAL STUDENT ADMISSION TO THE GRADUATE**  
**PROGRAMMES**

**SECTION ONE**

**Purpose, Scope, Basis and Definition**

**Purpose**

**ARTICLE 1** – (1) This Directive aims to regulate application, admission and registration criteria of international students who apply Niğde Ömer Halisdemir University Graduate Programmes.

**Scope**

**ARTICLE 2** – (1) This Directive is inclusive of regulating application, admission and registration criteria of international students who apply Niğde Ömer Halisdemir University Graduate Programmes.

**Legal Basis**

**ARTICLE 3-** (1) This Directive is based on;

- a) Higher Education Law dated 04/11/1981 and numbered 2547,
- b) Law on Foreign Students Studying in Turkey dated 14/10/1983 and numbered 2922,
- c) Regulation on Foreign Students Studying in Turkey published in Official Gazette No. 18740 dated 30/04/1985,
- ç) The article of the Council of Higher Education dated 23/01/2015 and numbered 3477,
- d) The article of the Council of Higher Education dated 18/07/2016 and numbered 42953,
- e) Council of Higher Education Graduate Education and Training Regulation published in the Official Gazette No. 29690 and dated 20/04/2016.

**Definitions and Abbreviations**

**ARTICLE 4** – (1) For the purpose of this Directive;

- a) Enstitü: Niğde Ömer Halisdemir Üniversitesi Rektörlüğüne bağlı enstitüleri,
- b) EYK: Graduate School Board,
- c) NÖHÜTÖMER: Niğde Ömer Halisdemir University Turkish Language Teaching Application and Research Centre,
- ç) Student: International student,
- d) ÖSYM: Student Selection and Placement Centre,
- e) Rector: Rector of Niğde Ömer Halisdemir University,
- f) Senate: Senate of Ömer Halisdemir University,
- g) TÖMER: Turkish Language Teaching Application and Research Centre at the other universities,
- ğ) University Niğde Ömer Halisdemir University,
- h) YÖK: The Council of Higher Education.

**SECTION TWO**

**Quotas, Application Requirements and Required Documents**

**Quotas**

**ARTICLE 5-** (1) The number of international students to be awarded to the graduate programs is determined by the recommendation of the relevant department and approval of the Graduate School Board.

**Application Requirements**

**ARTICLE 6–** (1) Graduated from undergraduate or graduate programs of universities;

a) Those who have acquired citizenship of the Republic of Turkey when they are foreign citizens or the ones with dual citizenship in this situation,

b) Those who are citizens of the Republic of Turkey and complete undergraduate education in foreign countries,

c) Those who are citizens of a foreign country may apply for international student status.

(2) The institutions where the candidates have graduated must be recognized by the Council of Higher Education. Students who have graduated from the institution that is not recognized by the Council of Higher Education will be dismissed from the related institute even if they have registered.

**Required Documents for Application**

**ARTICLE 7 –** (1) Applicants send the following documents to the Directorates of relevant Graduate Schools upon the methods stated on the webpage of the institute:

a) Application form,

b) For the master's programs, a certified copy of the undergraduate diploma or graduation document from the foreign delegations and approved Turkish translation,

c) For qualification in art / doctoral programs, a copy of the bachelor's and master's degree diploma or graduation certificate approved by the foreign delegations and certified Turkish translation from a candidate applying with a bachelor's degree and master's degree to a doctoral program respectively,

ç) Certified copy of the transcript and certified Turkish translation,

d) Documents showing foreign language proficiency for qualification in art / doctoral programs. Candidates who do not have a foreign language score for applying to qualification in art / doctoral programs must provide foreign language requirement before the qualifying examination of the relevant program.

(2) Candidates who apply for qualification in art / doctoral programs must have at least 55 points from the central foreign language exams made by the Council of Higher Education or Student Selection and Placement Centre in Turkey or an equivalent score of an international foreign language exams accepted by the Council of Higher Education. Candidates who have completed a bachelor's or master's degree in a foreign language that the department deems relevant they shall be exempted from the foreign language requirement by the decision of the department and the approval of the Graduate School Board.

**SECTION THREE**

**Evaluation of Applications, Announcement of the Results and Final Registration**

**Evaluation of Applications**

**ARTICLE 8 –** (1) Application files of the applicants to graduate programs of Graduate Schools will be evaluated as a whole by the Board of Division of the relevant program and admission of competent applicants will be determined upon the resolution of the Graduate School Board.

(2) Candidates who apply to the related institute based on the bilateral agreements and who apply directly to the relevant faculty member at the department can be accepted as non-quota students to the graduate programs with the decision of the department and the approval of the Graduate School Board. Candidates who are admitted must have the exact registration and course registration procedures at the dates announced by the institute internet page in the following semester.

(3) The grade conversion table of the YÖK is taken as basis for the hundred system equivalents of grade average of the candidates organized according to the graduation grade average system.

(4) Except for candidates graduating from a higher education institution in Turkey, and certifying C1 level of Turkish knowledge from TÖMER, NÖHÜTÖMER or Yunus Emre Institute, Turkish proficiency of candidates who enrol in programs where the medium of education is Turkish, is evaluated by Ömer Halisdemir University Turkish Language Teaching Practice and Research Centre (TÖMER). Candidates who are inadequate in the Turkish language are considered to be on leave for two semesters to learn Turkish. At the end of this period, the ones with the C1 level Turkish Proficiency Certificates submit documents to the Institute at the beginning of the relevant semester and start their education. Those who cannot submit the C1 level Turkish Proficiency Certificate after the period given from the students who are accepted or who cannot succeed in the Turkish proficiency exam which will be done by NÖHÜTÖMER, will be granted two additional semesters. Students who are deemed to be inadequate in Turkish level at the end of the additional period will be dismissed from the relevant Institute.

(5) Foreign language compulsory preparatory program is applied to students enrolling in graduate programs that offer education and training in a foreign language. Niğde Ömer Halisdemir University School of Foreign Languages Preparatory Program Education and Examination Regulations shall be applied in the compulsory preparatory program.

(6) Those who are admitted to the graduate programs in spring semester but have to attend compulsory preparatory program, do final registration and course registration for the fall semester on the dates announced on the internet page of the institute.

(7) Applicants who do not have the application requirements shall not be evaluated.

#### **Announcement of the Results and Final Registration**

**ARTICLE 9** – (1) Application results are announced online on the website of the Graduate School.

(2) Prospective students who are accepted to the programmes are sent an acceptance letter by the Graduate School.

(3) Students should pay the tuition fee determined by the Board of Directors of the University within the framework of Council of Ministries decision, unless they are exempted from payment upon the bilateral agreements.

(4) Registrations are carried out by Student Affairs Department of the Graduate School between the dates announced on the Institute website.

(5) Required Documents for Final Registration are as follows:

- a) Final registration form,
- b) Original copy of the diploma or graduation document, together with a certified copy translated into Turkish by sworn translators,
- c) Original copy of the transcript, together with the certified copy translated into Turkish by sworn translators,

ç) Certified passport,

d) Six photographs taken in the last six months,

e) Certificate of tuition fee payment,

(6) Students who have the right to final registration cannot register if the required documents are not complete.

(7) After the final registration, the registration of the students who have not obtained the residence permit for the purpose of education from the Provincial Directorate of Migration Administration will be deleted.

## **SECTION FOUR**

### **Miscellaneous and Final Provisions**

**Other Provisions**

**ARTICLE 10** – (1) Foreign students shall be subject to the provisions of Niğde Ömer Halisdemir University Directive on Associate and Undergraduate Education and Training and Examination.

**Yürürlük**

**ARTICLE 11** - (1) This Directive shall be subjected to the students registered in 2018-2019 Academic Year and later.

**Execution**

**ARTICLE 12-** (1) Provisions of this directive shall be executed by the Rector of Niğde Ömer Halisdemir University.

**PROVISIONAL ARTICLE 1-** (1) Students enrolled before 2018-2019 academic year are subject to the provisions of the “Directive on Niğde Ömer Halisdemir University Foreign Student Admission for Graduate Programs” accepted by the Senate with a decision dated 02.09.2010 and numbered 2010/16 on its 31<sup>st</sup> meeting.