

**ÖMER HALİSDEMİR UNIVERSITY**  
**DIRECTIVE FOR FOREIGN STUDENT ADMISSION TO ASSOCIATE AND**  
**UNDERGRADUATE PROGRAMMES**

**PART ONE**

**Aim, Scope, Legal Basis and Definitions**

**Aim and scope**

**ARTICLE 1-** (1) This Directive aims to regulate registration and admission criteria, and applications to Ömer Halisdemir University within the scope of the quotas for foreign students to department and programmes of the faculties and schools determined by The Council of Higher Education.

**Legal Basis**

**ARTICLE 2-** (1) This Directive is based on;

- a) the Article 7 of The Law no 2922 on Foreign Students Studying in Turkey, dated 14/10/1983,
- b) the subparagraph (E) of the Article 6 of the Regulation on Foreign Students Studying in Turkey, published in the Official Gazette, dated 30.04.1985 and numbered 18740
- c) the documents of the Higher Education Council, dated 27/1/2010 and numbered 06-383-3269 and 06-383-3270,
- d) the document of the Higher Education Council, dated 19/2/2010 and numbered 06-800-6165, and that dated 23/3/2010 and numbered 06-1489-10212,
- e) the document of The Higher Education Council, dated 6/6/2011 and numbered 3733-023747,
- f) the document of the Higher Education Council, dated 26/8/2011 and numbered 5658-037298.

**Definitions and Abbreviations**

**ARTICLE 3-** (1) For the purpose of this Directive:

- a) Student shall mean a foreign student graduating from a school which is equal to Turkish high schools, and Turkish citizens who have completed the last three years of their secondary school education in a foreign country except for TRNC, and TRNC citizens who reside and have completed their secondary school education in TRNC, and have attended GCE AL,
- b) Rector shall mean the Rector of Ömer Halisdemir University,
- c) Rectorate shall mean the Rectorate of Ömer Halisdemir University,
- ç) Senate shall mean the Senate of Ömer Halisdemir University,
- d) University shall mean Ömer Halisdemir University.
- e) NÜTÖMER: refers to the Ömer Halisdemir University Turkish Language Teaching Application and Research Centre.

**PART TWO**

**General Provisions**

**ARTICLE 4-** (1) The tuition fee to be received from foreign students per each year is determined by the Executive Board of the University in line with the provisions of relevant laws, within the range of the amount defined by The Board of Ministries.

**ARTICLE 5-** (1) In the event that there are no applications or quotas are not filled completely for a department, these quotas shall not be added to the quotas of other departments.

**ARTICLE 6-** (1) Student can only apply for five (5) different programmes.

**ARTICLE 7-** (1) Students who are registered are reported to the Higher Education Council and Provincial Directorate of Security.

**ARTICLE 8-** (1) Those who are;

- a) Foreign citizens,
- b) The children of former Turkish citizens who renounced their citizenship by approval of Ministry of Internal Affairs, and their under-age children who are recorded on the document of renunciation of Turkish citizenship, and who hold a document demonstrating that they are

entitled to use the rights defined in the Law no 5203, published in the Official Gazette dated 06.07.2004 and numbered 25514,

c) Dual citizens, who are foreign citizens by birth but acquired Turkish citizenship as well,

d) Those who are the citizens of Republic of Turkey and completed their whole duration of secondary education in a foreign country other than Turkish Republic of Northern Cyprus (completed their whole duration of secondary education in a foreign country other than Turkish Republic of Northern Cyprus)

e) TRNC citizens who reside and have completed their secondary school education in TRNC, and have attended GCE AL are eligible for application.

(2) Those who are,

a) Turkish citizens (except for those who have completed the last three years of their secondary school education in a foreign country other than TRNC),

b) TRNC citizens (except for those who have completed their entire secondary school education in TRNC and have attended GCE AL),

c) Dual citizens, one of them being Turkish (except for those who have completed the last three years of their secondary school education in a foreign country other than TRNC),

d) Dual citizens, one of them being TRNC (except for those who have completed their entire secondary school education in TRNC and have attended GCE AL),

e) Those who are the citizens of Republic of Turkey and study at schools which are under the constitution of embassies in Turkey and at foreign high schools in Turkey, or those with double nationalities who hold natural born citizenship of Republic of Turkey as per the provision specified in Article 7 of Turkish Citizenship Law No. 5901 “(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”

f) Turkish citizens who have completed their secondary school education in TRNC are not eligible for application.

### **PART THREE**

#### **Application, Documents Required, Evaluation, Education-Training Criteria and Registration**

##### **Application**

**ARTICLE 9-** (1) Quotas for foreign students to be admitted to the University are determined by the Senate of the University taking the opinions of relevant academic units, and are announced on the web page of Registrar’s Office (<http://www.oidb.nigde.edu.tr>) after the quota announcement on the web page of The Higher Education Council.

(2) The application shall be submitted to the Registrar’s Office on the web site between the specified dates.

##### **Documents Required for Application**

**ARTICLE 10-** (1) The following documents are required for application;

a) Application form for foreign student admission (accessible on the web page of our University),

b) High School Diploma: Notarized Turkish or English copy of high school diploma,

c) Official Transcript: Official transcript certified by the high school directorate, documenting the courses and scores received by the applicants in high school (if not Turkish, notarized Turkish translations of the transcripts must be enclosed and submitted with the transcript).

d) Photo

e) The candidates applying to the undergraduate program shall submit the documents indicating to the results of international exam, national exam, high school final exams and any of the Admission Exams for International Students Conducted by Universities in Turkey. Only one of these documents shall be applicable (See Table 1).

f) The exams applicable for the Admission of foreign students shall be valid for two years. The exams that correspond to the high school final exams (Abitur, International Baccalaureate, GCE, Tawjihi) have no time restriction.

### **Evaluation of Applications**

**ARTICLE 11-** (1) The committee formed by the Rectorate shall evaluate the preferences of international or foreign students, and their placement procedures. The applications of the students that do not meet the requirements shall not be evaluated.

(2) During the evaluation of the students applying to the quota and their placement to the undergraduate programs, either one of the exam results obtained from international exam, national exam, national high school exam, or the high school diploma grade shall constitute the basis. For the candidates that take the Admission Exams for International Students Conducted by Universities in Turkey, the result of this exam shall be applicable. Only diploma grade shall constitute the basis for the placement to associate degree programs.

(3) The exams that shall be applicable for the placement of the students to international student quota of the university are stated in Table 1.

(4) The evaluation for the placement of students to the international student quota of the university shall be conducted out of 100 points in total and separately according to the below stated order of priority

a) For the students with international exam result, 70% of this exam and 30% of high school diploma grade;

b) For the students with national exam result, 70% of this exam and 30% of high school diploma grade;

c) For the students with the result of Admission Exams for International Students Conducted by Universities in Turkey, 70% of this exam and 30% of high school diploma grade

ç) For the students with the result of central high school final exam, 70% of this exam and 30% of high school diploma grade

d) For the placement through diploma grade, 100% of the diploma grade shall constitute the basis.

(5) The grades that shall constitute the basis for placement shall be organized as 5 (five) different lists that are ranked for each evaluation in reverse numerical order. The placement to the quota shall be carried out basing on the order of priority list within the quota restrictions. In cases where the grades are equal, the ages of the candidates shall be taken into consideration. The ages shall be listed in reverse numerical order. After the final registration, the students on the waiting list may be announced for the available quota.

(6) Evaluation of the applications submitted to the Universities' departments that admit students through special skills tests shall be conducted basing on the criteria stated in application, registration and Admission guide prepared for special skills tests by the related faculty/school.

(7) The number of the accepted students in the same country shall not exceed 20% of the total quota of programs in the faculty or school. In cases where still available quota exists, the limit may be increased as much as the available quota

### **Announcement of the results and registration**

**ARTICLE 12-** (1) Application results are announced online on the website of the University.

(2) Prospective students who are accepted to the University are sent an acceptance letter by the Rectorate.

(3) Registrations are carried out by University Student Affairs Department between the dates announced on the University website.

### **Necessary documents for the registration**

**ARTICLE 13-** (1) Documents listed below are required for the registration:

a) Original copy of high school diploma and the "Certificate of Equivalence" showing that it is equivalent to the diplomas taken from Turkish high schools (this document shall be taken from the Turkish Embassy or Consulate in their countries or from the Ministry of National Education of Republic of Turkey),

- b) Original copy of passport and the photocopy of its notary-certified Turkish translation,
- c) Bank receipt showing that the tuition fee has been paid (at the amount announced and to the relevant bank announced),
- ç) “Student Visa” to be got from their countries’ or the closest Turkish foreign missions for the students outside Turkey; and from the Provincial Directorate of Securities for students in Turkey,
- d) Original copy of internationally valid certificate of competence of Turkish as Foreign Language certified by Turkish Embassy or Consulate in their countries,
- e) Copy of residence permit (shall be received from Provincial Security Directorate by submission of student certificate to be issued after final registration),
- f) Passport photograph taken within the last 1 year – 6 copies,
- g) Original copy of transcript and its true copy in English or Turkish certified by Turkish Embassy or Consulate in their countries.

#### **Proficiency levels of Turkish language**

**ARTICLE 14-** (1) Proficiency levels of Turkish language are stated below:

**C1, C2 Level:** Student’s level of Turkish language is adequate. Student can start receiving education.

**B1, B2 Level:** Student’s level of Turkish language can improve in a short span of time. Student can start receiving education, but he/she should take Turkish courses. Student must increase his/her level of proficiency of Turkish language to C1, C2 until the graduation.

**A1, A2 Level:** Student’s level of Turkish language is inadequate. Apart from the ones applying to programmes offering foreign language education, prospective students –after having their final registration to the programme where they are accepted – shall be granted 1-year leave of absence and shall take Turkish language courses and increase their level of this language to C1,C2 or B1,B2, then they can start their education.

(2) Level of Turkish language proficiency shall be specified through Turkish Proficiency Exam held by NÜTÖMER

(3) The candidates with B1, B2 and A1, A2 levels of Turkish proficiency shall be subject to the Turkish Proficiency Exam at the end of the first week following the start of Education-Training period in fall semester.

(4) Among the students that are enrolled to the departments with foreign language preparation program, those that have B1, B2 and A1, A2 levels of Turkish proficiency shall start their education. However they are liable to have a level of C1, C2 Turkish proficiency. Unless the students to graduate document that they have a C1, C2 level of Turkish, they shall not be able to graduate until providing regarding evidence.

(5) The related committees shall resolve that the students with A1, A2 level of Turkish proficiency shall be regarded as on leave by the departments/programs they are enrolled to. Those that have attained C1, C2 or B1, B2 level of Turkish Proficiency Certificate at the end of first year should submit the certificate to the Registrar’s Office before the beginning of the academic year. Those that do not submit the certificate proving C1, C2 or B1, B2 level of Turkish Proficiency at the end of first year or be successful at the Turkish Proficiency Exam conducted by NÜTÖMER shall be dismissed from the University.

(6) Equivalence of the Turkish proficiency certificate attained by the students from other institutions and organizations shall be determined by NÜTÖMER.

#### **Language of education and foreign language preparatory education**

**ARTICLE 15-** (1) Language of education at our University is Turkish. Students having been accepted to the University are subject to the provisions of Ömer Halisdemir University Directive on Associate and Undergraduate Education and Training and Examination for their common compulsory English language courses at the faculties and schools, whereas they are subject to the provisions of Ömer Halisdemir University Directive on Foreign Language Preparatory Programme Education and Training and Examination.

(2) After receiving preparatory education, students with B1, B2 or C1, C2 Turkish language proficiency levels shall start receiving education at the programmes of admission,

whereas students with A1, A2 Turkish language proficiency levels shall be granted 1-year leave of absence in order for them to increase this level.

## **PART FOUR**

### **Miscellaneous and Final Provisions**

#### **Other Provisions**

**ARTICLE 16-** (1) Foreign students shall be subject to the provisions of Ömer Halisdemir University Directive on Associate and Undergraduate Education and Training and Examination.

#### **Validity**

**ARTICLE 17-** (1) This directive is valid as of the date of its promulgation.

#### **Execution**

**ARTICLE 18-** (1) Provisions of this directive shall be executed by the Rector of Ömer Halisdemir University.

#### **Examinations Effective for Application to International Student Quota**

<b>TABLE 1</b>		
<b>International Exam</b>	<b>Minimum Grades</b>	<b>Valid For</b>
ABITUR	Maximum 4	No Time Restriction
ACT (American College Test )	Science Reasoning and Composite minimum 21/36	2 years
GCE (A LEVEL EXAM) (General Certificate Education)	A level in 3 out of 5 subjects; at least one of the subjects should be related to the program applied	No Time Restriction
IB (International Bakalorya)	Minimum 25/42 of diploma grade	No Time Restriction
SAT I (Scholastic Assesment Test )	Minimum 1000 out of 1600 Total Grade	2 years
WAEC (West African Examination Council)	Success in minimum 6 courses including Mathematics, English and minimum 3 credits	No Time Restriction

<b>Country</b>	<b>University Admission Exam</b>	<b>Minimum Grades</b>	<b>Valid For</b>
Afghanistan	University Admission Exam	Score: 210/350	2 years
Azerbaijan	Central University Admission Exam held by TQDK	Minimum 420/700 points in the related field	2 years
People's republic of China	GAOKAO University Admission Exam	Minimum 480 points in the related field	2 years
Indonesia	Ujlan Akhir National (UAN) Exam	Minimum 60/100 points	2 years
Iraq	University Admission Exam (AL Edadiyah)	Minimum 72/120 points	2 years
Kazakhstan	University Admission Exam	Minimum 72/120 points	2 years
Kyrgyzstan	University Admission Exam (KCS)	Minimum 150/250 points	2 years
Kosovo	University Admission Exam (Maturity)	Minimum 60%	2 years

Mongolia	University Admission Exam	500/800 points in each of the four fields related to the program applied	2 years
Turkey	Higher Education Examination (YGS)/ Undergraduate Placement Exam (LYS)	Candidates with the points that are equal to or higher than the minimum grades of the program applied in the previous year	2 years

Country	National Exam	Minimum Grades	Valid For
Turkey	Admission Exams for International Students Conducted by Universities in	Minimum 50/100 Points	2 years
Albania	Central High School Final Exams	Minimum 6/10 Points	No Time Restriction
Belarus	Attestat o Srednem (Polinom) Obshchem Obrazovanii / Belarussian Central Testing	Minimum 3/5 Minimum 350/600	No Time Restriction
United Arab Emirates	Central High School Final Exams	Minimum 60% in the related field	No Time Restriction
Bosnia-Herzegovina	Matura	Minimum 3/5	No Time Restriction
Republic of Bulgaria	Matura	Minimum 4 (including Mathematics)	No Time Restriction
Estonia	Gümnaasiumi Lõputunnistus (Secondary School Leaving Certificate)	Grade 3 as average of minimum three examinations	No Time Restriction
Palestine/Jordan	Tawjihi (Certificate of General Secondary Education)	Minimum 60/100 in the related field	No Time Restriction
France	French Baccalaureate	Minimum 12/20	No Time Restriction
Gambia	West African Examinations Council - (International) Senior School Certificate Examination (WAEC-SSCE)	Grades not exceeding maximum 2 in each of six subjects and maximum 9 in total of six subjects	No Time Restriction
Ghana	West African Examinations Council - (International) Senior School Certificate Examination (WAEC-SSCE)	Grades not exceeding maximum 2 in each of six subjects and maximum 9 in total of six subjects	No Time Restriction
South Africa	Senior Certificate (Matriculation)	A/B in 5 subjects	No Time Restriction
South Korea	College Scholastic Aptitude Test (CSAT)	Minimum 60% in the related field	No Time Restriction
Georgia	Attestat o Srednem (Polinom) Obshchem Obrazovanii	Minimum 3/5	No Time Restriction
Croatia	Matura	Minimum 4	No Time Restriction

India	Indian School Certificate (ISC) Diploma awarded at the end of 12 years of high school education	Minimum 60% in the related field	No Time Restriction
Iraq	Central High School Final Exam	Minimum 60% in the related field	No Time Restriction
Iran	Central High School Final Exam (Dabirestan) Pre-University Exam (Pishdaneshgahi) final grade	Minimum 12/20	No Time Restriction
Israel	Te'udat Bagrut (Matriculation Certificate) / Mechina	Minimum 7 points in 6 fields	No Time Restriction
Cameroon/Niger/Burkina Faso/Chad/Togo/Benin/Senegal	Baccalaureate Exam	Minimum 12/20 points	No Time Restriction
Qatar	Central High School Final Exam	Minimum 60% in the related field	No Time Restriction
Kenya	Kenya Certificate of Secondary Education (KCSE)	Minimum grade average B; furthermore minimum 44 points in total in the four fields related to the program applied	No Time Restriction
Kosovo	Central High School Final Exam	Minimum 60/100 points	No Time Restriction
Libya	Central High School Final Exam	Minimum 60% in the related field	No Time Restriction
Lebanon	Baccalaureate Exam in Jordan	Minimum 12/20 and 60/100	No Time Restriction
Macedonia	Central High School Final Exam	Minimum 3/5 points	No Time Restriction
Egypt	Central High School Final Exam	Minimum 60% in the related field	No Time Restriction
Nigeria	West African Examinatioans Council - ( International) Senior School Certificate Examination (WAEC - SSCE)	Grades not exceeding maximum 2 in each of six subjects and maximum 9 in total of six subjects	No Time Restriction
Uzbekistan	Attestat o Srednem (Polinom) Obshchem Obrazovanii	Minimum 3/5 points	No Time Restriction
Pakistan	Diploma awarded at the end of 12 years of high school education	Minimum 60% in the related field	No Time Restriction
Poland	Matura / Swiadectwo Dojrzalosci	Minimum 60%	No Time Restriction
Romania	Diploma de Bacalaureat	Minimum 6/10 points	No Time Restriction
Russia	Attestat o Srednem (Polinom) Obshchem Obrazovanii	Minimum 3/5 points	No Time Restriction

Senegal	Baccalaureate	Minimum 12/20	No Time Restriction
Serbia	Matura	Diploma grade of 4	No Time Restriction
Slovakia	Vysvedcenie o Maturitní Zkousce	Minimum 3/5 points	No Time Restriction
Slovenia	Vysvedcenie o Maturitní Zkousce	Minimum 3/5 points	No Time Restriction
Sudan	Sudan School Certificate	Minimum 60/100 points	No Time Restriction
Syria	Baccalaureate Exam in Syria	Minimum 150s/240 in the field of science	No Time Restriction
Saudi Arabia	Kudrat Exam (Central High School Final Exam)	Minimum 60/100 in the related field	No Time Restriction
Tajikistan	Attestat o Srednem (Polinom) Obshchem Obrazovanii	Minimum 3/5 points	No Time Restriction
Turkmenistan	High School Diploma	Minimum 3/5 points	No Time Restriction
Ukraine	Ukrainian External Independent Testing / Attestat o Srednem (Polinom) Obshchem Obrazovanii	Minimum 3/5 points	No Time Restriction
Jordan	Central High School Final Exam	Minimum 60% in the related field	No Time Restriction
Yemen	Central High School Final Exam	Minimum 60% in the related field	No Time Restriction
Greece	High School Graduation Certificate	Minimum 10/20 points	No Time Restriction
Zimbabwe	ZIMSEC A- Levels Diplom ob Okoncanji Srednego Special'nogo Ucebneho Zavedenija	Three "Zimsec A Level" attained through minimum one A or two B grades in the related field	No Time Restriction
Others	National High School Final/ University Admission Exams or diploma grades in the countries not listed	The exams in this category shall be evaluated by the commission	