

BARTIN UNIVERSITY

Foreign Student Selection and Placement Guide for the Academic Year 2018- 2019

(For Students of Undergraduate Degree and Associate
Degree Programs)



Bartın University

Step 1

1. GENERAL CONDITIONS

1- The applications of those below stated will be accepted on condition that they are graduates or in the last year of high school.

- a. Foreign nationals.
- b. Those who are Turkish citizens, received permission from the Ministry of Interior to leave Turkish citizenship and certify that their nonadult children registered on the Renouncement of Turkish Nationality Certificate own the Certificate for the use of the Rights granted by Law No. 5203.
- c. Those with dual nationality, who were foreign nationals by birth, then took the citizenship of the Republic of Turkey.
- d. Those who are Turkish citizens and completed the last three years of high school education in a foreign country except for the Turkish Republic of Northern Cyprus (TRNC).
- e. Those who are nationals of the Turkish Republic of Northern Cyprus (TRNC), reside in the Turkish Republic of Northern Cyprus (TRNC), completed the secondary education in the Turkish Republic of Northern Cyprus (TRNC), and own General Certificate of Education A Level “GCE AL” exam results.

2- Applications of applicants stated below will not be accepted.

- a. Those who are Turkish citizens, (except for those who completed the last three years of high school education in a foreign country except for the Turkish Republic of Northern Cyprus (TRNC),
- b. Those who are nationals of the Turkish Republic of Northern Cyprus (TRNC), (except for those who completed the secondary education in the Turkish Republic of Northern Cyprus (TRNC) and own General Certificate of Education A Level “GCE AL” exam results),
- c. Those with dual nationality who are Turkish citizens, (except for those who completed the last three years of high school education in a foreign country except for the Turkish Republic of Northern Cyprus (TRNC),
- d. Those with dual nationality who are citizens of the Turkish Republic of Northern Cyprus (TRNC), (except for those who completed the secondary education in the Turkish Republic of Northern Cyprus (TRNC) and own General Certificate of Education A Level “GCE AL” exam results),
- e. Those who are Turkish citizens and completed high school education in the Turkish Republic of Northern Cyprus (TRNC).

For detailed information;

[*Click for the Bartın University Admission and Registration Instruction of Foreign Students.*](#)

[*Click for the Admission and Enrollment Guideline For International Students at Bartın University*](#)

Step 2

2.1. APPLICATION

Applications are made online on University Information Management System> [International Student Application Procedures Module](#) between the dates specified in the academic calendar for foreign nationals to maximum 5 (five) programs. [Click to apply.](#) *(Remember to take out the application form from the printer)*

[Click for.](#)University Information Management System International Student Application Procedures Module User Manual

2.2. DOCUMENTS REQUIRED FOR THE APPLICATION:

The following documents must be uploaded to the International Student Application Procedures Module during the application.

Documents to be uploaded to the International Student Application Procedures Module:

- a) The original high school diploma or a copy of it, which is approved by the Turkish Representation,
- b) Transcript of the applicant, which shows the course grades and the courses he took in the high school, and a translated copy of the transcript, which is approved by the Turkish Representation,
- c) A photocopy of the passport page, which shows the credentials. It must be approved by the Turkish Representation.
- d) Document showing that the applicant passed the Foreign Student Exam (YOS) made by the universities in Turkey.

Step 3

3. EVALUATION OF APPLICATIONS

- 1- The ranking of the principal and substitute candidates starts from the applicant who entered the Foreign Student Exam (YOS) and received the highest score and continues to the applicant who received from the Foreign Student Exam at least 70 (seventy) points. If the quota is not filled, another ranking is made according to the secondary school achievement score starting from the applicant, who has got the highest secondary school achievement

score to the applicant, whose secondary school achievement score is at least 65 (sixty five) points. After these rankings if there is still an empty quota, students will be ranked according to the Foreign Student Exam (YOS) scores, and applicants who have got at least 40 (forty) points will be accepted.

- 2- In the evaluation of the applications, grades other than the grading system of 100 are converted based on the system of 100 of the Council of Higher Education.
- 3- Candidates who are in any of the principal lists are not included in the substitute lists. Students who are on the principal list of more than one department / program can enroll for a single department / program.
- 4- The evaluation of the applications made to the academic units receiving students with the special talent exam is made according to the provisions, which regulate the special talent exam.
- 5- The number of the placed candidates of the same national cannot be more the 30 % of the quota of the relevant program. However, if the quota is not filled, the country quota is not applied.
- 6- The commission declares so many principal candidates as declared in the quota of the relevant department. The number of the substitute candidates to be declared by the commission is twice as many as declared in the quota.
- 7- The acceptance and rejection procedures of the online applications is carried out by the relevant units and the evaluation of the applications and the determination of the candidates to be placed is carried out by the evaluation committee.
- 8- Applications of the candidates who do not provide the conditions will not be evaluated. Providing application conditions does not mean that the candidate has been placed.

Step 4

4- ANNOUNCEMENT OF THE RESULTS

- 1- Placement results will be announced on the website of the university on the dates specified in the following registration calendar.
- 2- The acceptance letter is sent to the candidate's e-mail address. Candidates can obtain the acceptance letter from the application page.

Step 5

5- REGISTRATION

- 1- Registrations will be made by the relevant academic unit.
- 2- The registrations are made between the dates specified in the following registration calendar. Those who do not register between these dates lose their rights.
- 3- The candidates gains the student right with the completion of registration procedures and is subject to the provisions applied to other students of the university provided that they do not contradict with the provisions of the directive.

5.1-DOCUMENTS REQUIRED FOR THE REGISTRATION:

The following documents must be submitted for the registration of the candidate whose application has been accepted.

- a) Turkish Proficiency Certificate
- b) High school diploma: The original diploma and the translation of it, which has been approved by the Turkish Representation,
- c) Diploma Equivalency Certificate: The original Certificate of Equivalence, which indicates that your high school diploma is equivalent. It will be received from the Turkish Representation or from the Turkish Republic Ministry of National Education.
- d) The original transcript and the translation of it, which is approved by the Turkish Representation,
- e) Photocopy of the passport and the original to be returned after being examined,
- f) A bank receipt showing that the tuition fee has been paid, *tuition fee is mentioned below*.
- g) A bank receipt showing that the deposit is blocked, *the amount of the deposit is mentioned below*.
- h) Residence permit for educational purposes (It must be submitted to the relevant academic unit latest within a month after the registration.)
- i) 4 (four) passport photos.

5.2- PROCEDURES FOR THOSE WHO DO NOT HAVE A TURKISH PROFICIENCY CERTIFICATE

Those who do not have a Turkish Proficiency Certificate must enter the Turkish Language Proficiency Exam, which is held by the university. Those who achieve C1 / C2 level in this exam will be enrolled. Those who do not have a certificate of proficiency in Turkish join the Turkish preparatory programs at Bartın University Language Education Application and Research Center (BUDEM) until they achieve C1 / C2 level or they are granted leave of absence for 1 (one) year. Registrations of those who cannot provide the proficiency in Turkish during this period will be deleted from their programs

Step 6

6- REGISTRATION CALENDAR

Bartın University Foreign Students Registration Calendar for the Academic Year 2018-2019

18 June 2018 – 13 July 2018	Applications of Foreign Students
16-25 July 2018	Evaluation of the Applications

27 July 2018	Announcement of the Principal and Substitute Students
13 August 2018	*Turkish Proficiency Test
13-17 August 2018	Final Registration Procedures of Foreign Students
29 August 2018	*Announcement of the Substitute Quota of Foreign Students
10 September 2018	Turkish Proficiency Test
10-14 September 2018	*Registration Procedures of Substitute Foreign Students

Important: There may be differences in the Department of Physical Education and Sports and in the Department of Art Teaching of the Faculty of Education, which receive students with Special Talent Exam. See the web page of the relevant academic department.

Note 1: Candidates who will apply to the programs that accept students with the Special Talent Exam can get information on Special Talent Application and Evaluation Guides and on the website of the School of Physical Education and Sports. You can also get in contact under the following phone numbers 0378 223 5254, 0378 223 5255 and with the Faculty of Education 0378 501 10 00 (Extension: 11 64, 11 70, 11 28).

Note 2: Turkish Proficiency Exam will be held for the principal candidates who gained the right to enroll **on August the 27th, 2018 at 10:00 am at the Faculty of Forestry**; Turkish Proficiency Exam will be held for the substitute candidates who gained the right to enroll **on September the 10th, 2018 at 10:00 am at the Faculty of Forestry**.

QUOTAS

ACADEMIC UNITS	Foreign Student Quotas
FACULTY OF LITERATURE	
Archaeology	15
Contemporary Turkish Dialects and Literatures	15
Contemporary Turkish Dialects and Literatures (Evening Education)	15
Philosophy	15
Philosophy (Evening Education)	15
Sociology	15
Psychology	20
History	15
History (Evening Education)	15

Turkish Philology	15
Turkish Philology (Evening Education)	15
TOTAL	170
FACULTY OF EDUCATION	
Computer and Instructional Technologies Teaching	15
Science Teaching	15
Elementary Mathematics Teaching	15
Psychological Counseling and Guidance	15
Art Teaching	12
Primary School Teaching	15
Social Sciences Teaching	15
Turkish Teaching	15
TOTAL	117
FACULTY OF SCIENCE	
Biotechnology	20
Statistics	10
Molecular Biology and Genetics	25
TOTAL	55
FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES	
Economy	20
Economy (Evening Education)	20
Business Administration	10
Business Administration (Evening Education)	10
Political Science and Public Administration	10
Political Science and Public Administration (Evening Education)	10
Tourism Management	10
International Trade and Logistics	20
International Trade and Logistics (Evening Education)	20
Management Information Systems	15
Management Information Systems (Evening Education)	20
TOTAL	165

FACULTY OF ISLAMIC SCIENCES	
Islamic Sciences	10
Islamic Sciences (Evening Education)	10
TOTAL	20
FACULTY OF ENGINEERING	
Computer Engineering	20
Electrical and Electronic Engineering	20
Constructional Engineering	20
Constructional Engineering (Evening Education)	20
Mechanical Engineering	20

Mechanical Engineering (Evening Education)	20
TOTAL	120
FACULTY OF FORESTRY	
Forest Industry Engineering	7
Forest Engineering	10
Landscape Architecture	10
TOTAL	27

SCHOOL OF PHYSICAL EDUCATION AND SPORTS	
Coaching Training	15
Coaching Training (Evening Education)	15
Physical Education and Sports Teaching	15
Recreation	15
Recreation (Evening Education)	15
Sports Management	15
Sports Management (Evening Education)	15
TOTAL	105
BACHELOR'S DEGREE TOTAL	779

BARTIN VOCATIONAL HIGH SCHOOL	
Software Engineering	10
Software Engineering (Evening Education)	10
Maritime and Port Administration	10
Shipbuilding	10
Graphic Design	10
Graphic Design (Evening Education)	10
Public Relations and Publicity	10
Public Relations and Publicity (Evening Education)	10
Business Management	10
Furniture and Decoration	10
Accounting and Taxation	10
Organic Agriculture	10
Landscaping and Ornamental Plants	10
Tourism and Hospitality Management	10
Tourism and Travelling Services	10
Yacht Management	10
TOTAL	160
ULUS VOCATIONAL HIGH SCHOOL	
Office Management and Executive Assistant Training	10
Clothing Production Technology	10
Forestry and Forest Products	10
TOTAL	30

VOCATIONAL HIGH SCHOOL OF HEALTH SERVICES	
Child Development	10
Child Development (Evening Education)	10
Patient Care at Home	10
Patient Care at Home (Evening Education)	10
First and Immediate Aid	10
First and Immediate Aid (Evening Education)	10
Opticianry	10
Opticianry (Evening Education)	10
Medical Documentation and Secretaryship	10
Medical Documentation and Secretaryship (Evening Education)	10
Medical Presentation and Marketing	10
Medical Presentation and Marketing (Evening Education)	10
Elderly Care Program	10
Elderly Care Program (Evening Education)	10
TOTAL	140
ASSOCIATE DEGREE TOTAL	330
TOTAL IN GENERAL	1109

Students who are enrolled in the First and Immediate Aid Program of the Vocational High School of Health Services must receive a medical certificate from state or university hospitals, indicating that they have a body structure and mental health, which does not prevent to get a driver's licence (The height and the weight of the student must be stated in the medical certificate.), students must be 17 years old at the time of registration, because they need to drive a vehicle in the 2nd classe according to the program; male students must be 1.65 m or higher and female students must be 1.60 m or higher, students can weigh at most 5 more or 15 less than the last two digits of the height expressed; students need to have the bodily and physical competence to carry a patient on the stretcher with their teammate.

ANNOUNCEMENT OF BARTIN PROVINCIAL IMMIGRATION ADMINISTRATION

Procedures to be followed by the Associate Degree – Bachelor's Degree – Master's Degree or Doctor's Degree Students during the entry of our country:

For students, who come to our country for education and have the right to enroll but are directed to Turkish language learning courses by the university because of the inadequacy of the Turkish language, a "Student Residence Permit" will be issued until the beginning of the next academic year on condition that they document their circumstances. Foreign students, who have applied to universities within the country or from abroad and gained the right to receive education, will receive an invitation letter. When foreign students apply for entry to our country, they present the invitation letter sent to them and their passports, which cover the duration of their stay, to our consulate and border gate officers.

After entering the country foreign students apply to the university, at which they are entitled to

receive education and make their first registration. Before the expiration date of the visa exemption foreign students apply to the Provincial Directorates of Immigration Administration with the registration documents given to them and their student certificate with new date and photo in order to obtain a "Student Residence Permit". At the Provincial Directorates of Immigration Administration foreign students will be interviewed. Documents and information requested from them will be explained to foreigners and they will receive help to apply.

The documents required from foreign students during the first application are as follows:

Residence Permit Application Form (Please click on the e-residence button on www.goc.gov.tr than click on first application and choose the student residence permit.) Please fill out the personal information completely in the resulting form and take a printout with picture. In addition to the form printed out foreign students have to follow the procedures stated below:

1. A photocopy of the passport with validity or the entry document is required. Foreigners are required to present the original passport, with which they have entered Turkey, to the Provincial Directorate of Immigration Administration.

2. Four (4) biometric photos (from the front, face open, it must be easy to recognize the foreigner) taken in the last 6 months with white background colour are required.

3. A document, which indicates that the foreigner has sufficient and regular financial means during the time he will spend in Turkey, is also required. (Bankbook, currency receipt, salary or scholarship information etc.) Foreign students must necessarily present the student certificate, which they received from the university, to the Provincial Directorate of Immigration Administration during their application. (It is a must that foreign students present the student certificate for the new registration period.)

4. If the foreigner, who will receive education, is younger than eighteen years of age, he or she can be allowed to enter Turkey and receive education with a consent letter given by his or her mother / father or legal representative abroad.

5. Foreign students must submit a criminal record certificate to be received from the courthouse in the province, where they will receive education, on the application date.

Foreigners are obliged to reside in the province of the university, where they have been registered. Therefore, they must submit documents, which indicate the place, where they will stay such as dormitories, hostels, hotels, motels or (residence) house (registration document, contract etc.) to the Provincial Directorate of Immigration Administration during their application.

Besides, it is compulsory for the foreigner to have a valid Health Insurance covering the duration of his / her stay in Turkey. One of the following Health Insurances will be sufficient:

➤ **General Health Insurance:** Foreign students can apply to the Provincial Social Security Institution and have General Health Insurance within 3 months after their first registration to the university. It is compulsory for the applicant to submit the provision document or the application document to the administration during the application.

➤ **Insurance valid within the scope of Bilateral Social Security Contract:** Foreigners must submit a universally valid insurance certificate, which they received from their own country, is within the scope of Bilateral Social Security Contracts and indicate that they can benefit from health services during their stay in Turkey. (This document is only valid, if it is translated into Turkish by a sworn translator and become accredited in contracted branches of the insurance companies in Turkey.)

➤ **Private Health Insurance:** It is obligatory to have a private health insurance for foreigners. In accordance with the Circular of the Undersecretariat of Treasury the expression "**This insurance policy herein covers the minimum deposit structure determined in the Circular on Private**

Health Insurances to be Issued on the Demand for Residence Permit dated 06.06.2014 and numbered 9.” must be included on these insurance policies, and “Applicable for ambulatory and inpatient treatment” must be written on these insurance policies by an insurance agent working in the province of the university, where the foreigner is registered.

Besides, foreign students must renew their student certificates and insurances in every fall semester and submit these documents to the Provincial Directorate of Immigration Administration. Foreigners must report their new address to the Provincial Directorate of Immigration Administration within 20 days, when they change their address in the province. Otherwise, the residence permit of the foreigners, who gave incomplete or false information, will be canceled by the Provincial Directorate of the Immigration Administration, and the foreigner will be removed from Turkey.

PROVINCIAL DIRECTORATE OF IMMIGRATION ADMINISTRATION

ELMALIK SOKAK NO:3 GOVERNORSHIP OF BARTIN MERKEZ / BARTIN

WEB : <http://bartin.goc.gov.tr/>

E-MAIL: bartin@goc.gov.tr

TEL : 0 378 227 65 33

FAX : 0 378 227 55

BARTIN UNIVERSITY TUITION FEES FOR FOREIGN STUDENTS FOR THE ACADEMIC YEAR 2017-2018**TUITION FEES FOR DAYTIME EDUCATION (TL)**

	DEPOSIT	TUITION FEE FOR ONE SEMESTER	TUITION FEE FOR ONE YEAR
FACULTY OF ENGINEERING	200 TL	193,50 TL	387,00 TL
FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES	200 TL	156,50 TL	313,00 TL
FACULTY OF FORESTRY	200 TL	193,50 TL	387,00 TL
FACULTY OF EDUCATION	200 TL	142,00 TL	284,00 TL
FACULTY OF LITERATURE	200 TL	142,00 TL	284,00 TL
FACULTY OF SCIENCE	200 TL	142,00 TL	284,00 TL
FACULTY OF ISLAMIC SCIENCES	200 TL	142,00 TL	284,00 TL
SCHOOL OF PHYSICAL EDUCATION AND SPORTS	200 TL	95,00 TL	190,00 TL
VOCATIONAL HIGH SCHOOL	200 TL	95,00 TL	190,00 TL
VOCATIONAL HIGH SCHOOL FOR HEALTH SERVICES	200 TL	95,00 TL	190,00 TL
ULUS VOCATIONAL HIGH SCHOOL	200 TL	95,00 TL	190,00 TL

TUITION FEES FOR EVENING EDUCATION (TL)

	DEPOSIT	TUITION FEE FOR ONE SEMESTER	TUITION FEE FOR ONE YEAR
FACULTY OF ENGINEERING	200 TL	764,50 TL	1.529,00 TL
FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES	200 TL	577,50 TL	1.155,00 TL
FACULTY OF LITERATURE	200 TL	513,50 TL	1.027,00 TL
FACULTY OF SCIENCE	200 TL	640,50 TL	1.281,00 TL
SCHOOL OF PHYSICAL EDUCATION AND SPORTS	200 TL	577,50 TL	1155,00 TL
FACULTY OF ISLAMIC SCIENCES	200 TL	513,50 TL	1.027,00 TL
VOCATIONAL HIGH SCHOOL	200 TL	385,00 TL	770,00 TL
VOCATIONAL HIGH SCHOOL FOR HEALTH SERVICES	200 TL	385,00 TL	770,00 TL
ULUS VOCATIONAL HIGH SCHOOL	200 TL	385,00 TL	770,00 TL

Account Number for Tuition Fee:

Tuition fees will be paid to the internet account of Halk Bank, or to the ATMs of Halk Bank or to Halk Bank branches by going personally and giving the foreign national number, name and surname.

or

Tuition fees will be paid to the internet account of Ziraat Bank, or to the ATMs of Ziraat Bank or to Ziraat Bank branches by going personally and giving the foreign national number, name and surname.

Account Number for Deposit:

TR 43000100005251609669-5047
(Ziraat Bank)

NOTE: Tuition fees are for the academic year 2017-2018 and will change based on tuition fees to be determined by the Council of Ministers for the academic year 2018-2019. In case of a change, the difference will be charged separately.

COMMUNICATION

ACADEMIC UNIT	COMMUNICATION
Ağdacı Campus	
Faculty of Forestry	0378 223 50 69
Faculty of Economics and Administrative Sciences	0378 223 5373, 5372
School of Physical Education and Sports	0378 223 5254, 5255
Vocational High School for Health Services	0378 223 52 14-52 15
Kutlubey Campus	
Faculty of Literature	0378 501 10 00 (Extension: 10 55, 10 20, 10 39)
Faculty of Education	0378 501 10 00 (Extension: 11 64, 11 70, 11 28)
Faculty of Engineering	0378 501 10 00 (Extension: 1584 – 1578 – 1610 –1609)

Faculty of Science	0378 501 1000 (Extension: 1525 – 1527 – 1532)
Faculty of Islamic Sciences	0378 501 10 00 (Extension: 12 76, 10 25)
Vocational High School Campus	
Vocational High School	0378 227 99 39 (Extension 126)
Ulus Vocational High School Campus	
Ulus Vocational High School	0378 501 10 00 (Extension 24 91)

TURKISH REPUBLIC HEAD COUNCIL OF HIGHER EDUCATION

Number: 75850160-301.02.127

Subject: Recognition Certificate

Higher Education Council (Outgoing Number)

14.02.2017 06 43 – 11298

TO THE RECTORSHIP OF BARTIN UNIVERSITY

Reference:

- a) The writing of the Rectorship of Uludağ University dated 25.11.2016 and numbered 32451817-050.01.04/44345.
- b) The writing of the Ministry of National Education Head Council of Education and Morality dated 27.01.2017 and numbered 67951427-2015.01-1138521.

As a Recognition Certificate will be requested from foreign students, which states that the high schools abroad, from which they have been graduated, are recognised, in the application process to foreign students admission quotas of universities, information is requested on the subject whether or not a "Recognition Certificate" will be given upon request of foreign candidates by Turkish Representations and the Ministry of National Education with the reference (a) writing of the Rectorship of Uludağ University.

It is stated on the reference (b) writing, which has been sent to our Council, that the equivalence processes are performed by the Provincial Directorates of National Education in Turkey and by the Educational Consultancies / Office of Educational Attaché abroad, and that "School Recognition Certificate" expression is not included in the cooperation agreements in the field of education between two countries.

The Ministry of National Education Head Council of Education and Morality also stated in the writing, that they have declared to the Provincial Directorates of National Education and the Educational Consultancies / Office of Educational Attaché with the writing of the Ministry of National Education Head Council of Education and Morality dated 13.01.2017 and numbered 516700, that no equivalence will be given for the diplomas of those, who received education in the secondary schools, which are connected / adhered to FETO / PDY organization by the end of the academic year 2016-2017, and demands that attention should be paid to this issue in the registration process to foreign student admission quotas.

Kindly and respectfully submitted for your information and necessary action.

//SIGNATURE//

Prof. Dr. Hasan MANDAL

Deputy Chairman