

**BEYKOZ UNIVERSITY**  
**DIRECTIVE ON APPLICATION, ADMISSION, AND ENROLLMENT OF**  
**INTERNATIONAL STUDENTS**

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**CHAPTER ONE**

**Legal Basis, Purpose, Scope and Definitions**

**Purpose**

**ARTICLE 1-** (1) The purpose of this Directive is to regulate the principles regarding the admission of international students to associate degree, undergraduate, and graduate programs offered within the academic units of Beykoz University.

**Scope**

**ARTICLE 2-** (1) This Directive covers the quotas to be allocated for international student admissions to associate degree, undergraduate, and graduate programs of Beykoz University, and the conditions related to applications, admissions, evaluations, and enrollments.

**Legal Basis**

**ARTICLE 3-** (1) This Directive has been prepared in accordance with Article 14/f of Law No. 6287, published in the Official Gazette dated 11.04.2012 and numbered 28261, and based on the latest version of the *Principles Regarding the Admission of International Students* published on 26.07.2022, which regulate the admission of students from abroad with the approval of the Council of Higher Education (YÖK).

**Definitions**

**ARTICLE 4-** (1) For the purposes of this Directive, the following terms mean:

- a) YÖK: Council of Higher Education,
- b) University: Beykoz University,
- c) Board of Trustees: Board of Trustees of Beykoz University,
- d) Rector: Rector of Beykoz University,
- e) Senate: Senate of Beykoz University,
- f) Institute: Institute of Graduate Programs,
- g) Faculty: Faculties affiliated with Beykoz University,
- h) School: Schools affiliated with Beykoz University,
- i) Vocational School: Beykoz University Vocational School and Beykoz Logistics Vocational School,
- j) Student Affairs: Directorate of Student Affairs of Beykoz University,
- k) Regulation: Beykoz University Graduate Education and Training Regulation and

Beykoz University Undergraduate and Associate Degree Education and Training Regulation,

l) Office: Directorate of International Relations of Beykoz University,

m) Commission: International Student Admission Commission of Beykoz University.

## CHAPTER TWO

### Quota, Application Conditions, Application and Enrollment Process

#### Quota

**ARTICLE 5-** (1) The quota for international students to be admitted to each associate degree and undergraduate program shall be determined by the decision of the Board of Trustees upon the proposal of the Senate and finalized upon approval by YÖK.

(2) The number of international students to be admitted to graduate programs shall be determined at the beginning of the previous semester, upon the proposal of the Departments, the decision of the Institute Board, and the approval of the Senate. Increases in quotas shall be made upon the request of the relevant Departments, with the decision of the Institute Board and the approval of the Senate.

(3) In cases where there are no applications or quotas remain unfilled, such quotas may be transferred to other program quotas by a Senate decision, in accordance with Article 8 of the *Principles Regarding the Admission of International Students* issued by YÖK.

#### Application Conditions

**ARTICLE 6-** (1) Applications of candidates who are in their final year of high school or who have graduated, and who meet the following conditions, shall be accepted:

- a) Foreign nationals (provided that those studying in secondary education institutions in Türkiye enrolled prior to the 2022–2023 academic year, except for embassy schools, international private education institutions listed in the MOBİS system, and foreign nationals brought to Türkiye within projects conducted by the Ministry of National Education),
- b) Those who were Turkish citizens by birth but lost Turkish citizenship by obtaining permission from the Ministry of Interior, and those who can document that they hold a Blue Card issued to those who have lost Turkish citizenship upon request (provided that those studying in secondary education institutions in Türkiye enrolled prior to the 2022–2023 academic year). (It is stated in Article 7 of Law No. 5901 on Turkish Citizenship that “A child born in or outside Türkiye to a Turkish citizen mother or father within a marital union is a Turkish citizen.” Candidates applying under international student quotas are advised to examine the Law on Turkish Citizenship.),
- c) Those who acquired Turkish citizenship later and became Turkish citizens / dual nationals in this status (provided that those studying in secondary education institutions in Türkiye enrolled prior to the 2022–2023 academic year)
- d) 1) Turkish citizens who continued their secondary education abroad before 01/02/2013 and completed the last three years of their secondary education (high school) in a foreign country excluding the TRNC (including those who completed their entire secondary

education in Turkish schools abroad affiliated with the Ministry of National Education, excluding the TRNC)

2) Candidates who started secondary education abroad after 01/02/2013 and completed their entire secondary education (high school) in a foreign country excluding the TRNC (including those who completed their entire secondary education in Turkish schools abroad affiliated with the Ministry of National Education, excluding the TRNC),

e) TRNC nationals residing in the TRNC who completed their secondary education in the TRNC and hold GCE AL results, and those who enrolled in colleges and high schools in other countries between 2005 and 2010 and obtained or will obtain GCE AL results.

(2) Applications of candidates in the following situations shall not be accepted, even if they are in their final year of high school or have graduated:

a) Turkish citizens who completed their entire secondary education (high school) in Türkiye or the TRNC,

b) TRNC nationals (except those who completed their entire secondary education in TRNC high schools and hold GCE AL results, and those who enrolled in colleges and high schools in other countries between 2005 and 2010 and obtained or will obtain GCE AL results),

c) Dual nationals whose first nationality at birth was Turkish, as defined in paragraph (1)(b) (except those meeting the conditions in paragraph (1)(d)

d) Dual nationals with one nationality being TRNC (except those who completed their entire secondary education in TRNC high schools and hold GCE AL results, and those who enrolled in colleges and high schools in other countries between 2005 and 2010 and obtained or will obtain GCE AL results),

e) Turkish citizens or dual nationals whose first nationality at birth was Turkish, as defined in paragraph (1)(b), who study at embassy schools or foreign high schools in Türkiye,

f) TRNC nationals, those who have renounced Turkish citizenship / Blue Card holders, and foreign nationals who will enroll in secondary education institutions in Türkiye starting from the 2022–2023 academic year (except embassy schools, international private education institutions listed in the MOBİS system, and foreign nationals brought to Türkiye within projects conducted by the Ministry of National Education).

### **Required Examination Types, Minimum Scores, and Diplomas**

**ARTICLE 7-** (1) Candidates who possess national or international examination or diploma types and minimum scores specified in the [Country-Based Minimum Admission Criteria](#) may apply to associate degree and undergraduate programs. New examinations and admission criteria may be added by Senate decision.

(2) There is no time limitation for examinations regarded as high school graduation exams (such as Abitur, International Baccalaureate, GCE, Tawjihi, etc.). The validity period of university entrance examinations (such as SAT, etc.) is two years.

### **Application Process and Required Documents**

**ARTICLE 8-** (1) Applications shall be submitted electronically via the application page, together with the documents specified below, within the announced application dates. If the

documents are in languages other than Turkish or English, certified translations in Turkish or English must also be submitted in addition to copies of the originals.

- a) High school diploma for undergraduate and associate degree programs if graduated; otherwise, an official letter from the school administration stating that the candidate is a final-year high school student,
- b) University diploma for graduate programs if graduated; otherwise, an official letter stating that the candidate is a final-year university student,
- c) Official transcript showing all courses taken and grades received during university/high school education,
- d) Examination result document used for application, if any, and Turkish and/or English language proficiency certificate specified in Articles 13 and 14,
- e) **(Added: STK-12/09/2023-19)** TR-YÖS examination result document,
- f) **(Amended: STK-12/09/2023-19)** Photograph,
- g) **(Amended: STK-12/09/2023-19)** Copy of the page of the identity card/passport containing photograph and identity information.

(2) Additional documents required by the University according to the nature of the applied graduate, undergraduate, or associate degree program shall be announced on the website and must be submitted during final enrollment.

(3) For graduate applications, the International Office checks whether the candidate's graduating university is included in YÖK's recognition list via <https://okultanima.yok.gov.tr/>. If not listed, official correspondence is made with YÖK to determine recognition status. If recognized, the application is evaluated.

(4) Applications of candidates who fail to meet application requirements or fail to submit complete and accurate documents within the specified period shall not be processed.

(5) Candidates may be requested to verify the information and documents submitted, and the University may investigate their accuracy. If any irregularity is detected, the admission decision shall be canceled even if the candidate has been admitted. If enrollment has been completed, such enrollment shall be deemed invalid.

(6) Following preliminary evaluation, candidates may be invited for an interview if deemed necessary, to be conducted by the relevant unit using appropriate methods or venues.

### **Evaluation of Applications and Admission**

**ARTICLE 9-** (1) Candidates who meet the application conditions shall be evaluated by the International Office, and admission or rejection decisions shall be finalized.

(2) The result of the evaluation shall be notified to the candidate via the email address provided during application.

(3) Candidates admitted shall receive an offer letter including information regarding prepayment and enrollment procedures. The prepayment amount shall be deducted from the first-year tuition fee. Prepayments shall not be refunded if the candidate fails to complete final enrollment. However, if the student's visa application is rejected, the prepayment shall be refunded after deducting the determined annual amount and transfer costs, upon submission of official documentation.

(4) Candidates who initiate enrollment procedures and complete prepayment shall be sent an

official *Letter of Acceptance* to obtain a Student Visa with Educational Annotation.

(5) (**Added: STK-12/09/2023-19**) Candidates who take and successfully pass the TR-YÖS examination shall be given priority in admission.

### **University Enrollment Process**

**ARTICLE 10-** (1) Admitted candidates shall complete their enrollment in person within the specified dates and with the documents announced by the University.

(2) During enrollment, candidates must submit originals of the documents provided during application, originals of translated documents, and the following:

- a) Original university/high school diploma or temporary graduation certificate,
- b) Official transcript showing all courses taken and grades received,
- c) (**Repealed: STK-26/09/2025-14**),
- d) Certification of diploma and transcript by the Ministry of Education of the relevant country and by Turkish Embassies/Consulates abroad or by foreign Embassies/Consulates in Türkiye,
- e) Visa obtained from Turkish Consulates/Embassies abroad, or entry stamp into Türkiye if coming from a visa-exempt country,
- f) Two passport-size photographs,
- g) Other documents required by the University according to the nature of the applied program.

(3) Enrollment shall not be completed for those who fail to pay tuition fees within the announced period.

(4) If falsified or altered documents are used at any stage, enrollment shall be canceled retroactively, and legal proceedings shall be initiated. If the individual has already graduated, all diplomas and certificates issued shall be revoked. Paid tuition fees shall not be refunded.

## **CHAPTER THREE**

### **Language Proficiency and Other Provisions**

#### **English Proficiency**

**ARTICLE 11-** (1) Candidates wishing to enroll in programs taught in English must meet the conditions specified in Article 6 of the University's Directive on English Preparatory Program Education and Training. Candidates who fail to meet these conditions must attend the English Preparatory Program.

#### **Turkish Proficiency**

**ARTICLE 12-** (1) Students enrolling in programs taught in Turkish are required to document their Turkish language proficiency.

(2) (**Amended: STK-08/01/2026-01**) Students who obtain B2 (Upper-Intermediate) or higher scores in Turkish language proficiency examinations conducted by BEYKOZTÖMER or examination centers accredited by YÖK may commence their associate degree, undergraduate, or graduate studies.

(3) **(Added: STK-08/01/2026-01)** Applicants who are citizens of countries or regions where different dialects of Turkish are spoken (e.g., Azerbaijan, Northern Iran, etc.) or who received Turkish-medium instruction in their secondary education may be required to participate only in the interview stage of the Turkish Proficiency Examination (TBS).

## **CHAPTER FOUR**

### **Miscellaneous and Final Provisions**

#### **Cases Not Governed**

**ARTICLE 13-** In cases not regulated by this Directive, relevant provisions of other legislation and the decisions of YÖK, the Senate, the University Administrative Board, and the relevant Institute / Faculty / School / Vocational School Administrative Boards shall apply.

#### **Repealed Directive**

**ARTICLE 14-** (1) The “*Directive on Application, Admission and Enrollment of International Students to Associate Degree and Undergraduate Programs of Beykoz University*” adopted at the Senate meeting dated 09.08.2018 and numbered 2018/07 is hereby repealed.

#### **Entry into Force**

**ARTICLE 15 –** (1) This Directive shall enter into force on the date of its approval by the Senate of Beykoz University.

#### **Execution**

**ARTICLE 16–** (1) The provisions of this Directive shall be executed by the Rector of Beykoz University.