AKDENIZ UNIVERSITY
Directive on Admissions to Associate and Bachelor's Degree Programmes for
International Students

SECTION ONE
Purpose, Scope, Legal Basis and Definitions

PURPOSE
Article 1 – The purpose of this directive is to regulate the conditions for applications to the Akdeniz University Associate and Bachelor's Degree Programmes for international students, and to regulate the principles and procedures of registration and acceptance for International Students.

SCOPE
Article 2 – This directive sets out the application and enrolment procedures for international students who apply to study on Associate and Bachelor's Degree Programmes at Akdeniz University.

LEGAL BASIS
Article 3 – This directive was prepared on the basis of the 14th article of the Higher Education Law No. 2547 of 4/11/1981

DEFINITIONS
Article 4 – The following terms have the following meanings in this directive;

a) University: Akdeniz University,
b) Senate: The Senate of Akdeniz University,
c) Presidency: The Presidency of Akdeniz University,
d) Programme: The departments and programmes of the academic units of Akdeniz University,
e) Unit: Faculty, high school, conservatory or vocational high school affiliated to Akdeniz University,
f) Student: The students registered with the units which are affiliated to Akdeniz University within the terms of this directive,
g) Candidate Student: Students who meet the conditions set out in Article 7 Subclause-1 of this directive, and who do not meet the conditions set out in Article 7 Subclause-2 of this directive.
h) Certificate of Residence: The document which confirms residence permission for a limited time for international students.
i) Examination Board: Akdeniz University International Students Admission Examination Board
j) Admission Board: Akdeniz University International Students Admission Board
k) Student Admission Examination: Akdeniz University International Students Admission Examination
SECTION TWO
Determination and Announcement of Quotas

**Determination of Quotas**

**Article 5** – (a) There are separate quotas for the undergraduate and graduate degree programmes to which international students can be enrolled. Individual units set their own quotas for student enrolment, and determine their own grade requirements and other conditions for the forthcoming year in the relevant committee. The committee will take into consideration the suggestions of the relevant sub-committees, and their decisions will then be sent to the Senate to be discussed, after which they will be presented to the Council of Higher Education.

(b) This procedure will be followed for each academic year in the spring semester of the preceding academic year.

**Announcement of Quotas**

**Article 6** – The names of programmes which are eligible to accept student, along with the relevant quotas and application conditions will be published in the International Student Admission Guide, which is prepared by Student Selection and Placement Centre.

SECTION THREE
Applications, Announcements, Admissions, the Turkish Proficiency Examination, the Foreign Language Preparatory Examination, Tuition Fees

**Application Conditions and Announcements**

**Article 7** – (a) All applications will be accepted and evaluated on condition that the applicant has either completed or is in the final year of their secondary education, and fulfils the following conditions:

1) Is a Foreign Student,

2) Is a Turkish citizen by birth who who was granted permission by the Turkish Ministry of Internal Affairs to give up their Turkish citizenship, or is a child of such a person who is below the age of 18, and who is registered on his or her parent’s renunciation of citizenship document, providing they have in their possession documentary evidence of their rights under the terms of Law No. 5901,

3) Is a Foreign Student who has been granted Turkish citizenship,

4) Is a Turkish citizen who has completed his or her secondary education in a foreign country with the exception of the Turkish Republic of Northern Cyprus (TRNC) (this includes Turkish Schools in all foreign countries except the TRNC),

5) Is a TRNC citizen living in the TRNC who has completed his or her secondary education in the TRNC and has successfully completed the GCE AL examination, or has successfully completed the GCE AL examination while registered and receiving education in a college or high school in another country between 2005 and 2010.

(b) Applications will not be accepted from any applicant to whom the following conditions apply;

1) Is a Turkish citizen who has completed his or her secondary education in Turkey, or the Turkish Republic of Northern Cyprus (TRNC),
2) Is a TNRC citizen, unless he or she has completed their secondary education in the TNRC and has successfully completed the GCE AL examination, or has successfully completed the GCE AL examination while registered and receiving education in a college or high school in another country between 2005 and 2010.

3) Has dual citizenship with a natural right to Turkish citizenship, unless he or she has completed his/her secondary education in a foreign country, including Turkish Schools in that country, with the exception of the TNRC.

4) Has dual citizenship where one of the citizenships is for the TNRC (except persons who have successfully completed the GCE AL examination, or have successfully completed the GCE AL examination while registered and receiving education in a college or high school in another country between 2005 and 2010.

5) Is a Turkish citizen and has attended a foreign high school or a foreign embassy school in Turkey.

(e) The validity period of the examinations which have been approved and recommended for use in student admissions to universities by the Council of Higher Education:

1) No limit is applied to the period of validity of high school completion examinations.
2) University entrance examination results are valid for a maximum of two years from the date of the examination.
3) Akdeniz University International Students Admission Examination results are valid for two years from the date of the examination.

(d) Students can make applications if they have an acceptable grade from one of the examinations which are listed in the appendix.

(e) Information regarding applications will be announced on the Akdeniz University website.

1) Applications can be submitted to the Student Affairs Directorate between the published dates either in person or by mail. Documents required for the application must be submitted within the specified dates.
2) The date of submission of documents to the University will be registered as the date on which the application was made. Applications for which the required documents are not received within the application period cannot be taken into consideration.

Examinations and results which are acceptable in applications:

Article 8 – (a) Admissions for International Student will be decided on the basis of the Akdeniz University International Students Admission Examination, or on one of the recognised examinations which are listed in the appendix.

(b) The Akdeniz University International Students Admission Examination:

1) This examination is administered by the Examination Commission, which consist of six members under the presidency of the Vice-rector responsible for Student Affairs, the head of Student Affairs Department, and the head of the International Relations Office.
2) The submission of applications for the examination, preparation of the list of candidates and examination documents, and the announcement of the results will be administered by the Student Affairs Department.
3) The examination will be held on a date to be decided by the Senate. The International Students Admission Guide will be published on the Akdeniz University web site between the application dates.
4) The examination includes questions on Basic Learning Skills in the Turkish and English languages, a Basic Learning Skills Test consisting of questions which aim to measure the strength of the candidate’s abstract thinking, as well as sections on mathematics and geometry. The examination is of the "Multiple choice" type.

5) Akdeniz University International Students Admission Examination results are valid for two years from the date on which the examination is taken.

6) The results of application will be announced on the Akdeniz University website (www.akdeniz.edu.tr) between the dates specified in the academic calendar. Documentary evidence of results can be obtained from the Student Affair Directorate.

Documents Required for Applications:

Article 9 –
(a) For applications the following documents must be submitted:

1) The Application form, which will be available on the Student Affairs Directorate webpage.
2) Certified copies of the following documents from the Turkish Embassy or the Turkish Consulate;
   - High School Diploma and Equivalency Certificate,
   - Original and copy (translated into Turkish) of the Certificate of Transcript,
   - Examination results)
3) Notarized copies of passports and translations,
4) A bank receipt proving that the application fee has been paid,
5) 3 photographs taken during the last six months. The photographs should be passport photo size,
6) An envelope on which candidate’s recipient address is written and postage stamp affixed.
7) A document which proves the student has sufficient funds to cover the costs of studying abroad.

Evaluation of Applications:

Article 10 – (a) Evaluation of applications and the placement of applicants are in the discretion of Akdeniz University.

(b) Applications from candidates who submit examination results and grades which are below the required level, or do not fulfil the published requirements in any way, will not be considered.

(c) Applications will be evaluated by the International Student Admission Commission, which will meet under the chairmanship of the Dean of the relevant Faculty, and will include at least one lecturer from the relevant academic department.

(c) The International Student Admission Commission will make the decision on placements, taking into consideration the required minimum grades in the examinations which are listed in the appendix. Lists of main and reserve candidates will be prepared as a result of this evaluation. In cases where candidates are evaluated as equal, diploma grades will be taken into consideration.

(d) The decisions of the International Student Admission Commission will be presented to the relevant Faculty/School Board of Directors. Main and reserve student lists will be finalised with the approval of the Faculty/School Board of
Directors. If necessary, the International Student Admission Commission will consult the Directorate of the department concerned.

(e) Main and reserve student lists which have been finalised with the approval of the Faculty/School Board of Directors will be sent to the Presidency, where the quotas for the numbers of international student for the main and reserve student lists will be announced. The lists will be published by the presidency on the date specified in the academic calendar.

(f) All applications to programmes which are eligible to admit students according to their results in the Special Skills Examination will be evaluated in accordance with the criteria set down in the directives which relate to the Special Skills Examination. Applicants who have taken the Special Skills Examination who apply to these programmes should also have a current examination grade from the International Student Admission Examination, or one of the examinations listed in the appendix of this directive.

**Education**

**Article 11** –
(a) The language of instruction in Akdeniz University is Turkish.
(b) Students who have completed the final registration process are subject to the Akdeniz University Regulation for Associate and Bachelor’s Degree Programmes and Examinations, as well as directives issued by the relevant unit, and all decisions taken by the Senate related to education. They are also required to enrol on a semester course upon registration.

**Announcement of Results**

**Article 12** –
(a) The results of all applications will be announced on the Akdeniz University website; (www.akdeniz.edu.tr).
(b) Students who have been successful in their applications will be sent a letter of acceptance from the relevant unit. They can use this acceptance letter to obtain their education visa.
(c) The registration procedure will be carried out by the department in which the candidate will enrol, at a time which will be announced on the Akdeniz University website.

**Final Registration**

**Article 13** –
(a) Candidates who are eligible to study can register by presenting the following documents, on the dates specified in the Akdeniz University Academic Calendar,
   • Notarized copy of Tuition Visa
   • Copy of the residence certificate, the original of which must be submitted to the local police department
   • 6 passport size photographs taken in the last six months (4.5x6 cm)
   • Health insurance certificate: in accordance with Article 60 of Law No. 5510, private health insurance is obligatory.
(b) No further request for documents will be made to candidates who have completed the final registration process.
(c) Candidates who submit altered or forged documents, or who practice any form of dishonesty in their application or entrance exams, will have their registration process cancelled and any appropriate legal action will be taken.
(d) Registration information for students will be passed on to the Presidency in the week following the deadline for registrations.
The remaining quota will be announced on the Akdeniz University website. Instead of the main candidates who do not register, reserve students are registered from the reserve student list on the dates specified in the academic calendar.

**Turkish Proficiency**  
**Article 14** –  
Candidates who have been accepted for enrolment at Akdeniz university, with the exception of those who have completed their secondary education in Turkey, are required to take the Turkish Proficiency Exam, which is prepared by the Akdeniz University Turkish Language Department. The results of the Turkish Proficiency Exam will be graded as Pass or Fail. Successful applicants may commence their courses. Those who are unsuccessful in the Turkish Proficiency Exam, after registration, will be given a one year deferment in order to improve their Turkish. Those who are successful in the examination administered by Akdeniz University at the beginning of the next academic year will be allowed to start their education. Those who are unsuccessful will have their applications rejected.

**Foreign Language Proficiency**  
**Article 15** –  
(a) For students who apply to departments or programmes with English, German or Arabic language as the medium of instruction, or who apply to departments or programmes with compulsory foreign language preparatory classes;

1) Students who come within the terms of Article 6 of the Akdeniz University Foreign Language Teaching and Exams Directive regarding equivalent examinations, will not be required to take the proficiency test, and may register for the first year of their course.

2) Students who have achieved a pass grade in the Foreign Language Proficiency Examination held by the Akdeniz University School of Foreign Languages may register for the first year of their course.

(b) Students who do not fulfil the conditions described in paragraphs 1 and 2 of this article will be required to take a one-year course in English Preparatory Programme of the School of Foreign Languages,

**Tuition Fee**  
**Article 16** – The tuition fees for foreign students who study at Akdeniz University are determined by the Administrative Board of the University pursuant to the decree of the Council of Ministers.

**SECTION FOUR**  
**Miscellaneous and Final Provisions**

**Notification**  
**Article 17** – The address which the student has submitted in writing during registration will be used as the notification address. Any notification to students will be sent to this notification address, or will be announced within the relevant Unit. In the event of a notification being sent to a student who has supplied an incorrect or incomplete address, or who has not reported any change of address, failure to receive this notification and any consequences which follow shall be deemed to be the responsibility of the student.
Disciplinary Matters
Article 18 – The student disciplinary process is applied in accordance with the provisions of the Higher Education Institutions Student Disciplinary Regulations.

Other Provisions
Article 19 – In cases for which no provision has been made in this Directive, decisions will be taken in accordance with the Akdeniz University Regulation for Associate and Bachelor’s Degree Programmes and Examinations, and the relevant regulations and Senate decisions.

Repealing Provisions
Article 20 – The Akdeniz University International Students Admission Rules were accepted by Senate Decision No. 03/59, dated 03/06/2005, and modified by Senate Decision No. 08/77, dated 29/05/2009.

Enforcement
Article 21 – This directive shall come into force on the date of its publication on the official website of Akdeniz University, and within one month of the decision being taken by the Senate

Execution
Article 22 – This directive is enacted by the Rector of Akdeniz University.

Accepted in accordance with Senate Decision No. 03/59, dated 03/06/2005.

(1) Modified in accordance with Senate Decision No. 08/77, dated 29/05/2009.
(2) Accepted in accordance with Senate Decision No. 06/52, dated 02/04/2010.
(3) Accepted in accordance with Senate Decision No. 05/46, dated 17/03/2011.
(4) Accepted in accordance with Senate Decision No. 08/73, dated 03/06/2011.
(5) Accepted in accordance with Senate Decision No. 05/41, dated 02/03/2012.
(6) Accepted in accordance with Senate Decision No. 10/78, dated 25/05/2012.
(7) Accepted in accordance with Senate Decision No. 08/75, dated 03/05/2013.
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<th>Examination Name</th>
<th>Minimum Score for Faculty of Medicine and Faculty of Dentistry</th>
<th>Minimum Score for Faculty of Engineering and Faculty of Law</th>
<th>Minimum Score for Other Faculties</th>
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