

MUSTAFA KEMAL UNIVERSITY
ASSOCIATE DEGREE AND UNDERGRADUATE DEGREE
FOREIGN OR OVERSEAS STUDENT ADMISSION DIRECTIVE
PART I

Aim, Scope, Basis and Definitions

Aim

ARTICLE 1 - (1) The aim of the directive is to define the methods and basis regarding foreign student admission for associate degree and undergraduate degree programs at Mustafa Kemal University.

Scope

ARTICLE 2 - (1) This Directive involves the admissions to Mustafa Kemal University within foreign student quotas reserved for faculties / academies / vocational academies / programs determined by Higher Education Council and registry and admission requirements.

Basis

ARTICLE 3 - (1) This Directive has been written based on the basis regarding foreign student admission, agreed by Higher Education Executive Council on its meeting dated 13.02.2013.

Definitions

ARTICLE 4 - (1) In this Directive;

- a) University means Mustafa Kemal University
- b) Rectorship means Mustafa Kemal University Rectorship
- c) Senate means Mustafa Kemal University Senate
- d) MKÜYÖS means Mustafa Kemal University Foreign Student Examination
- e) Foreign Students mean the student applicants who have graduated from schools equivalent to Turkish Ministry of National Education high schools that apply education and training in Turkey, and do not have Turkish or Turkish Republic of Northern Cyprus (TRNC) citizenship; and who have either Turkish and/or Turkish Republic of Northern Cyprus (TRNC) citizenship, if they have dual citizenship
- f) Directive means Mustafa Kemal University Associate Degree and Undergraduate Degree Foreign Student Admission Directive.

PART II

Application, Required Documents, Evaluation, Education-Training Conditions, Registry, Application and Required Documents

ARTICLE 5 (1) The applications of foreign student applicants shall be eligible on condition that the applicants are either final year students or graduates.

(2) The applicants who fulfill the following requirements will be eligible;

- a) Those who have foreign citizenship,
- b) Those who were born as Turkish citizens but later were permitted by the Ministry of the Interior of Turkey to leave Turkish citizenship, including their underage children who are registered in the document of leaving Turkish citizenship and who can certificate that they have the document regarding the Exercise of Given Rights, pursuant to the Turkish Nationality Law, (The 7th article of the Turkish Nationality Law numbered 5901 prescribes that “(1) an infant born from the marriage of a mother or a father having Turkish citizenship inside or outside Turkey is a Turkish citizen”; applicants who would like to apply for the quotas of foreign admission should further review the Turkish Nationality Law.)
- c) Those who used to have a foreign citizenship but later have acquired Turkish citizenship/those who have a dual citizenship under these circumstances,
- d) Those who have Turkish citizenship and have completed the all of their secondary

education in a foreign country except Turkish Republic of Northern Cyprus (TRNC) (including those who completed their secondary education in Turkish schools in a foreign country except TRNC),

e) Those who have TRNC citizenship, reside in TRNC, have completed secondary education in TRNC and have obtained GCE AL degrees (The General Certificate of Education – Advanced Level), and those who have or will have GCE AL degree after registering and getting education in the colleges or high schools in other countries between 2005 and 2010.

The applicants who have the following requirements are ineligible;

a) Those who have Turkish citizenship and have completed secondary education in Turkey or TRNC,

b) Those who have TRNC citizenship (except those who have completed secondary education in TRNC and have obtained GCE AL degrees (The General Certificate of Education – Advanced Level), and those who have or will have GCE AL degree after registering and getting education in the colleges or high schools in other countries between 2005 and 2010),

c) Dual citizens whose first citizenship is Turkish from birth, as prescribed in article (2)/b of this directive (except those who have completed their secondary education in a foreign country other than TRNC / have completed their secondary education in a Turkish school in a foreign country other than TRNC),

d) Dual citizens who have TRNC citizenship (excluding those who have completed secondary education at TRNC high schools and have obtained GCE AL degree and those who have or will have GCE AL degrees by registering in the colleges or high schools in other countries between 2005 and 2010),

e) Those who have been dismissed from a higher education institution in Turkey due to disciplinary action,

f) Those who are Turkish citizens or dual citizens whose first citizenship is Turkish as prescribed in the article A, item 2 of this directive and have studied or are currently studying at foreign embassy schools or foreign high schools in Turkey.

(3) The announcements regarding Foreign Student admissions will be made on the university website in May every year. The applications are made on University's registrar's Office web page (www.mku.edu.tr) online, by mail or in person between the announced dates.

(4) For the placement of foreign student quota of the university, MKÜYÖS score and MKÜYÖS equivalent scores by Other universities' exam committee Foreign Student Examination scores or high school diploma marks (Senate decision 14/12 dated 14.08.2015)** and if the scores are the same, TUBITAK (Scientific and Technological Research Council of Turkey) awards will be evaluated, if there are any. The validity time of the exams that are on maturity status is not limited, whereas the exams on the university entrance exam status is two (2) years

(5) The applications are made with the originals of the following documents or copies of these documents approved by Turkish Republic notaries or Turkish Embassy or Consulate in the applicants' countries;

a) Application form for foreign students (Available on University web site),

b) High school diploma: The English or Turkish copy of the high school diploma or the document that the applicant can graduate that year, if the applicant is at high school last year,

c) Official transcript: The applicants should provide the official transcripts which show the curriculum classes and their grades for all high school education, approved by the high school head office (If the transcript is not Turkish, the transcript that has been translated

into Turkish and approved should be provided as well).

- d) The original copy or approved copy of exam result document, and if there are any, the original or copy of the document showing that the applicant has received golden, silver or bronze medal at International Science Olympics that TUBITAK acknowledges and takes part,
- e) The copy of the passport page showing identification details,
- f) Bank receipt showing the application fee is paid,
- g) Two passport photographs (shot in the last six months),
- h) The envelope having the correspondence address of the applicant on it.

Mustafa Kemal University Foreign Student Examination (MKÜYÖS)

ARTICLE 6 (1) Mustafa Kemal Mustafa Kemal University Foreign Student Selection and Placement Examination is a “Test of Basic Learning Skills (TBT)” and this test include questions that aim to evaluate the applicants’ abstract thinking power, reasoning and judgement skills.

This test has very little language basis, together with this the questions have Turkish and English explanations. All the questions for the MKÜYÖS tests will be provided as an examination booklet for the applicants. All questions in the examination booklet are “multiple choice” type questions.

Application for the exam

ARTICLE 7 (1) Application procedures will be handled via Mustafa Kemal University web page (www.mku.edu.tr) online, by mail or in person.

(2) The applicants for the MKÜYÖS Exam will pay the exam fee to the bank account that will be announced by Mustafa Kemal University Head of Strategy Development Department. Applicant cannot apply for the exam before paying the exam fee. The applications made before paying the fee will not be evaluated.

Invitation to the Exam

ARTICLE 8 (1) The examination building and the hall will be announced on www.mku.edu.tr after the applications are closed.

Evaluation of the exam

ARTICLE 9 (1) The totals of correct and wrong answers in the MKÜYÖS will be counted. The raw score of the test will be determined by subtracting one fourth of the number of wrong answers from the number of correct answers. Raw score will be converted to standard MKÜYÖS score.

(2) The foreign student applicants who apply for programs that accept students by Special Talent Exam should have a passing exam score from MKÜYÖS or one of the international exams. The applications for university departments that accept students with special talent exams will be evaluated in accordance with the special talent exam applications registry and admission criteria of the related faculty / academy. These applicants will be evaluated by taking 30% of the MKÜYÖS or equivalent score from MKÜYÖS or other exams and 70% of the talent exam score. The applicants who have not applied for the talent exam will not be eligible as applicant student.

Announcement of Exam Results

ITEM 10 (1) Results of the exams are announced in the announcements part on <http://www.mku.edu.tr> web site of registrar’s office on the dates specified in exam and placement calendar.

Placement

ITEM 11 (1) Candidates who have got enough points from MKU Foreign Students Exam or other exams accepted in the application can apply for placement.

(2) Applications for placement are to be made online on the web site of the university (www.mku.edu.tr), by post or in person on the announced dates.

Requirements and Minimum Points for Placement Application

ITEM 12 (1) (Senatus Consultum numbered 14/12 and dated 14.08.2015) Candidates need to have results of one of Mustafa Kemal University Foreign Students Selection and Placement Exam or Foreign Students Exam done by other universities or high school diploma mark to be able to apply for placement. By converting the result of foreign students' exam done by other universities to MKU Foreign Students Exam minimum grades, the grade of the candidate is calculated and used for placement.**

(2) The required grade from MKU Foreign Students Exam or other exams accepted for application, is minimum 40 for associate programmes, 60 points for undergraduate programmes, 70 points for Faculty of Veterinary and 80 points for Tayfur Ata Sökmen Medical Faculty and Faculty of Dentistry.*

Assessment of Applications and Placement

ITEM 13 (1) After all foreign student quotas have been decided by each of the relevant departments every year, they are approved by the Senate and Student Selection and Placement Center is informed. Assessment of foreign students who applied for Mustafa Kemal University and their placement to the departments is done by a commission formed by the Rectorship by taking account of candidates' results and the priority of their choices. Applications of candidates who do not comply with application requirements are not assessed. Complying with application requirements does not accord the candidate a right for application. In case of no application for quotas or not filling them, relevant quotas, except for programmes of Medical Faculty, on the condition of not passing 50%* of the quotas (Senatus Consultum numbered 07/10 and dated 01.04.2015) in the guideline of Student Selection and Placement Exam Higher Education Programmes and Quotations can be transferred to other programme quotas with a senatus consultum. The University is free to fill the quotas or not.

(2) The number of candidates who are accepted to a faculty or a college from the same country cannot pass 20% of the quotas of programmes separated for this college or faculty in total. This condition is not required if quotas are not filled.

(3) Candidates make preferences as specified by the guideline of exam on the dates stated in MKU Foreign Students Exam and the calendar of placement.

(4) A letter of acceptance is sent by the Rectorship to the candidates who become entitled to enter the university.

Registration and Required Documents

ITEM 14 (1) Registrations are done by the Registrar's Office of the University on the announced dates.

(2) Documents listed in the following are required in registration:

(a) Original high school diploma and a "certificate of equivalence", showing that the diploma is equivalent with a diploma taken from high schools in Turkey, taken from Turkish Embassy or Consulate in their country or Ministry of Education in Turkey or from a

directorates of national education in a city of Turkey,

- (b) Original MKU Foreign Students Exam or equivalent exam result paper,
- (c) Original passport of the candidate and a certified copy of Turkish translation of passport information,
- (d) Bank receipt showing that education fee is paid in the relevant bank,
- (e) “Educational visa” taken from foreign representative office of Turkey either in their country or in the closest area,
- (f) An approved copy of an internationally acknowledged certificate of competency in foreign language – Turkish certified by Turkish Embassy or Consulate in their country,
- (g) Certificate of residence,
- (h) National Identity Number of the Foreign Student,
- (i) 12 photographs in size of 4,5×6,0 (photographs should be taken in the last 6 months and clearly display the candidate),
- (j) A document showing the amount of financial assurance decided by MKU in order to provide foreign students with the opportunity to go on their university education in our country,

(3) (Senatus Consultum numbered 07/10 and dated 01.04.2015) Foreign students who have enrolled in the university are obliged to take general health insurance by making a written request at Provincial Directorate of Social Security Institution/ Social Security Center and paying general health insurance premium in the first three months after the enrolment date.*

Medium of Instruction and Level of Competence in Turkish

ITEM 15 (1) Medium of instruction of our institution is Turkish.

(Senatus Consultum numbered 07/10 and dated 01.04.2015) (2) Level of competency of Candidates who does not have TÖMER (Turkish Language Learning Center) Certificate of Competency in Turkish is determined according to results of “Competency in Turkish Exam” done by Turkish Language Education Research and Application Center in our institution. In consequence of Turkish exam;

Results between 85-100 C1 (Level of Turkish is enough, applicant do not need to enter the exam again and can begin studying),

Results between 70-84 B2 (Applicant can begin studying, but has to reach C1 level during the period of study and document it with a certificate),

Results between 60-69 B1 (Applicant can begin studying, but has to reach C1 level during the period of study and document it with a certificate),

Results between 45-49 A2 (Level of Turkish is inadequate, applicant can begin studying after reaching minimum B1 level in Turkish in a year and document it with a certificate.),

Results between 0-44 A1 (Level of Turkish is inadequate, applicant can begin studying after reaching minimum B1 level in Turkish in a year and document it with a certificate.)

(3) Applicants who fail in “Competency in Turkish Exam” done by Turkish

Language Education Research and Application Center in our institution or who do not have TÖMER Certificate of Competency in Turkish are determined to be granted leave of absence for a year from their departments by the relevant committee. Applicants have to raise their Turkish to minimum B1 level in this period of a year. Applicants who cannot manage this are given an extra one year, and after this extra year if they still cannot manage to reach b1 level, they lose their right to be educated at MKU. *

Foreign Language Preparation Education

ITEM 16 (1) Applicants who are placed in departments which have obligatory foreign language education class and who has required level of competency in Turkish, enter the foreign language competency exam done by Foreign Languages Research and Application Center in our institution. Applicant who fails in the exam studies in preparatory class for a year. On the condition of success, applicant is enrolled in the first grade.

Fee

ITEM 17 (1) Minimum and maximum amounts of the education fee, which will be taken from foreign students whose applications are accepted, are decided by the directory of our institution after they are decided by the council of ministers.

THIRD PART

Various and Final Provisions

Regulation of Education

ITEM 18 (1) Foreign students are traded under the provisions of “MKU Undergraduate and Graduate Education and Examination Regulations” on issues related with education.

Repealed Directive

ITEM 19 (1) “MKU Foreign Student Exchange Application, Admission and Registration Regulations” which is accepted with a Senatus Consultum numbered 05-1 and dated 14.03.2012 has been repealed.

Validness

ITEM 20 (1) This directive enters into force after being accepted by the Senate and approved by the Council of Higher Education.

Enforcement

ITEM 21 (1) Provisions of this Directive are carried out by Mustafa Kemal University Rector.

* That provision was amended by a Senatus Consultum (numbered 07/10 and dated 01.04.2015) of the university senate.

**That provision was amended by a Sanatus Consultum (numbered 14/12) and dated (14.08.2015) of university senate.

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