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SANKO UNIVERSITY
INTERNATIONAL STUDENT APPLICATION AND ADMISSIONS DIRECTIVE
FOR ASSOCIATE AND BACHELOR DEGREE CANDIDATES
SECTION 1

Purpose, Scope, Basis and Definitions

Purpose

ITEM 1 – (1) The purpose of this directive is to specify the terms of admittance of international students into SANKO University’s associate and bachelor degree programs.

Scope

ITEM 2 – (1) This directive covers the provisions for contingents (quotas), applications, admittance and assessment relating to the admission of foreign students to SANKO University.

Basis

ITEM 3 – (1) This directive was written according to Law No. 2922 passed on 14.10.1983 concerning Foreign Students Receiving Education in Turkey; Regulation No. 18740 dated 30.04.1985; the Board of Higher Education Presidency decision issued 21.01.2010 and the related Board of Higher Education Presidency document No. 383-3269 issued 27/1/2010.

Definitions

ITEM 4 – (1) The terms in this directive are defined as follows:

- a) Department: the faculties and schools of higher vocational education at SANKO University.
- b) Department Administrative Board: the Administrative Boards of faculties and schools of higher vocational education at SANKO University.
- c) Program: Associate and Bachelor level degree programs.
- d) Chancellor: the Chancellor (Rector) of SANKO University.
- e) Senate: the Senate of SANKO University.
- f) University: SANKO University.
- g) The Board of Trustees: The Board of Trustees of SANKO University.

SECTION 2

Principles Concerning Foreign Student Admissions

Contingent

ITEM 5 – (1) The quota of foreign students admitted to each associate and bachelor level degree program will be determined by the Senate in amounts not exceeding 50% of the quota specified for programs in the previous year’s ÖSYS (Student Selection and Placement Examination) Higher Education Programs and Contingents Guide, and will be finalized with approval by the Board of Higher Education.

(2) If there are no foreign applicants for a program for which an international student quota has been set, or if the number of applicants does not fill the quota, then the wholly or partially unfilled quota may be added to the quota of other university programs upon request of the university and with the approval of the Board of Higher Education.

Application Requirements

ITEM 6 – (1) Applicants must be in their final year of high school or must be high school graduates. Applications are accepted from candidates holding the citizenships and educational qualifications specified by the Board of Higher Education in the “Rules for Admittance of Foreign Students”.

Applications

Item 7 – (1) Applications must be submitted in person or by mail to the Director of Student Affairs at SANKO University between the dates specified on the university academic calendar.

(2) The documents required for application, and any special conditions and notifications are posted on the university’s website.

Documents required for application

ITEM 8 – (1) Candidates must submit the documents below when applying. If the documents are written in a language other than Turkish, a certified Turkish translation must be supplied as well as the original.

a) Application Form for International Candidates.

b) High school diploma for high school graduates (For those about to graduate at the time of application, a document from their school stating their educational record).

c) Official Transcripts (Statement of Grades). Details of the high school courses completed and grades earned by the candidate, and an official statement of grades certified by the school principal.

d) A “Certificate of Equivalency” obtainable from the Turkish National Board of Education or from the Turkish Embassy in the candidate’s country, which shows that their high school diploma was issued by a school equivalent to Turkish high schools.

e) A document showing the candidate’s proficiency in the Turkish and/or English language.

f) If attained, the original or certified copy of document showing passing grades in examinations approved by the Board of Higher Education and detailed in the directive

appendix: GCE, ACT, ABITUR, TAWAJIHI, BACCALAUREATE (INTERNATIONAL, FRENCH, LEBANESE, etc.), MATURA, UAN, JAMP, GAOKAO, AL-SHAHADA AL-THANWIYYA and similar, or in university entrance examinations (SAT, ACT etc.). For examinations not mentioned above, provisions approved by the Higher Education Board and related University Commission will be valid. Students from countries with no national examination must provide documentation of a secondary school grade average of at least 60%.

g) The International Science Olympiads: no examination is required for candidates who have won gold, silver or bronze medals in science Olympiads which are recognized by the Scientific and Technological Research Council of Turkey (TÜBİTAK).

h) Documentation proving available financial resources of at least the “guarantee amount” necessary for the student’s tuition and living expenses while in Turkey.

i) Photocopy of passport photograph and personal details page.

j) 10 photographs.

k) Application fee payment receipt.

(2) Additional documents may be requested in case of modifications to the law or Higher Education Board’s Rules for Admittance of Foreign Students.

Assessment Test

ITEM 9 – (1) Applicants will be subject to interviews, tests, or written examination(s) determined by the University. Applicants will be considered for admission if their results are deemed successful by the relevant Department Administrative Board.

Assessment and acceptance of applications

ITEM 10 – (1) Applications from those who do not meet the requirements will be rejected.

(2) Applicants who meet the requirements will be assessed by the commission.

(3) The student’s right to register in the program for which they have applied depends on the results of the assessment.

(4) The commission may identify successful wait-list applicants up to the amount of the quota in each department and program.

(5) The acceptance and placement of candidates is entirely under the authority of the commission. The university may or may not fill the announced quota at its discretion. Meeting the application requirements does not guarantee placement of a candidate.

Announcement of results

ITEM 11 – (1) Application results will be sent to each applicant via the email address they specified on their application, and also posted on the university website. Successful applicants will be sent a “Letter of Acceptance” that they may use to obtain an “Study Permit”.

Visa

ITEM 12 – (1) Non-Turkish candidates resident outside Turkey must apply with their Letter of Acceptance to the nearest Turkish Consulate to obtain a “Study Permit”.

(2) The university’s visa and residence permit document requirements are according to the Interior Ministry General Directorate of Security’s rules on foreign students receiving education in Turkey.

(3) Because non-Turkish citizens coming from abroad to study in Turkey at their own expense require an “Study Permit” during all stages of education, the university examines candidates who apply during the interim period for a place in the following year’s contingent, and may issue a “pre-acceptance letter” or equivalent document for the following academic year to candidates who meet the requirements, and for up to no more than 1/3 of the quota published in the previous year’s guide.

Registration

ITEM 13 – (1) Registration takes place every year at the time and place announced by the Student Affairs Office. Candidates who fail to complete their registration during the designated period will forfeit any right to register.

Tuition and financial guarantee amount

ITEM 14 – (1) Students must pay for their education at the university. The annual fees for each academic year are determined by the Board of Trustees.

(2) To ensure that candidates have sufficient financial resources to pursue their higher education in Turkey, the amount of the sum required as financial guarantee is determined each year.

(3) The University Board of Trustees may award scholarships to applicants who earn the right to enroll, in the numbers and amounts, of the type and under terms which they see fit,.

Medium of Instruction

ITEM 15 – (1) Turkish is the medium of instruction at the university. To enroll in their program, candidates must meet the Turkish Proficiency Requirement determined and announced by the university. Candidates who do not meet this requirement may not attend classes in their department until they have certified their proficiency. However, students placed in programs with a mandatory preparatory class and courses taught in a combination of Turkish and English must meet the English Proficiency Requirement determined and announced by the university. Students who do not meet this requirement will begin their studies in the preparatory year.

Turkish Language Proficiency

ITEM 16 – (1) Students’ Turkish level will be determined by a Turkish Exemption Examination held by the university. Students who submit documentation of proficiency in Turkish whose validity is accepted by the University Administrative Board, will be exempt from the Turkish preparatory year.

(2) Students whose Turkish is not sufficient must complete the preparatory Turkish education provided at the university. If the university is not offering preparatory courses in Turkish, students may attend Turkish courses at organizations authorized to provide

certification of proficiency in the language. Students who fail to achieve the necessary grade at the end of the preparation year may study a further two semesters in the Turkish prep. class, but their relationship with the university will be terminated if they fail the prep year a second time.

SECTION 3

Miscellaneous and Final Provisions

Liabilities and Loss of Right to Register

ITEM 17 – (1) If a student does not abide by the rules of this directive and other conditions announced by the university, or if it is discovered later that they have not abided, they will lose their right to enroll or be disenrolled.

(2) International students enrolled in SANKO University’s associate or bachelor’s degree programs are subject to all provisions of the regulations which apply to SANKO University students in general.

(3) Students are obliged to inform the university of any changes in their marital status, residential address, passport etc.

(4) Foreigners who are in Turkey for educational purposes must abide by Passport Law No. 5682, Law No. 5683 on the Travel and Residence of Foreign Citizens in Turkey, the laws and provisions upon which this directive is based, and all other relevant legal provisions. The university bears no responsibility should a student lose any rights through their failure to meet these legal obligations.

Situations for which there are no provisions

ITEM 18 – (1) In situations for which there are no provisions in this directive, and in changes of decision, the provisions of other relevant legislation and decisions of the Higher Education Board and the Senate will be applied.

Validity

ITEM 19 – (1) This directive becomes effective on the date of its acceptance by the Senate.

Execution

ITEM 20 – (1) The provisions of this directive are enforced by the Chancellor of SANKO University.

Appendix 1: List of Examination Results or Diploma Required for Application

EXAMINATION OR DIPLOMA	SCORE / ACHIEVEMENT
INTERNATIONAL	EXAMINATIONS
SAT Reasoning Test (SAT I)	1000 (Total points)

GCE (General Certificate of Education) A Level	2 subjects
GCE (General Certificate of Education) O Level	4 subjects
INTERNATIONAL BACCALAUREATE	26
MATURA /MATURITY DIPLOMA	Possession of the diploma
FRENCH BACCALAUREATE	10
ABITUR (German Baccalaureate)	4
INTERNATIONAL SCIENCE OLYMPIADS (Recognized or entered by TÜBİTAK)	Entry and winning of award or rank
ACT (American College Testing) Examination	21
ASIA	
People's Republic of China GAO KAO (University Entrance Examination)	480
Indonesia UAN (Ujian Akhir National) Examination	60
MIDDLE EAST	
Lebanon Lebanese Baccalaureate Examination	13
Syria and Libya Al-Shahada Al-Thanawiyya (Baccalaureate) Examination	170
Iran Diplome Debirestan or Pishdaneshgahi	15
Jordan and Palestine Tawjihi	70
Saudi Arabia National Performance Test of Overall Capacity	At least 70
Iraq Al-Edadiyah/Al-Idadiyah (6 th form baccalaureate)	At least 70%
CENTRAL ASIA	
Azerbaijan University Entrance Exam (TQDK)	200
Mongolia University Entrance Examination (KONKURS General State Examination)	650
Kazakhstan National University Test	50
Afghanistan University Entrance Examination (KONKUR General State Examination)	265
AFRICA	
WAEC (West African Examination Council)	Passing grades in a minimum of 6 subjects and minimum of 3 credits (C)

EAACE East African Certificate of Education	C+
Kenya Kenya Certificate of Education (KCE)	C+
Nigeria JAMP Examination	185
National Baccalaureate (Permanently Valid High School Graduation Certificate) Benin, Burkina Faso, Chad, Cameroon, Togo, Central African Republic	11
Countries Above and Existing Examinations	In case of any changes to provisions of regulations governing the existing examinations of the countries above, the latest version of the regulations will be valid.
Examinations Not Mentioned Above	For examinations not mentioned above, provisions approved by the Higher Education Board and the Foreign Student Admissions Commission will be valid.

Other Countries	Candidates from other countries who do not have the regional or international qualifications specified above must have graduated from secondary school with average grades equivalent to a minimum of 70%.
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