

AYDIN ADNAN MENDERES UNIVERSITY
DIRECTIVE FOR ADMISSION OF INTERNATIONAL STUDENTS

PART ONE

Aim, Scope, Basis and Definitions

Aim

ARTICLE 1- (1) The aim of this Directive is to determine the conditions for application and admission of associate and bachelor degrees of international students to Aydın Adnan Menderes University.

Scope

ARTICLE 2- (1) This Directive comprises the provisions to be applied to international students at associate and bachelor degree levels at Aydın Adnan Menderes University.

Basis

ARTICLE 3- (1) This directive has been prepared in accordance with document numbered 383-3269 of the Council of Higher Education dated 27/01/2010.

Definitions

ARTICLE 4- (1) The terms mentioned in these regulations and their definitions:

- a) ADÜBYS: Aydın Adnan Menderes University International Students Application Proficiency Examination,
- b) ADÜTÖMER: Turkish Language Teaching Research and Application Centre of Aydın Adnan Menderes University,
- c) ADÜYES: Aydın Adnan Menderes University International Students Placement System,
- d) ADÜYP: Aydın Adnan Menderes University International Students Placement Exam Score,
- e) ADÜZEM: Aydın Adnan Menderes University Distance Learning Application and Research Centre,
- f) Unit: All faculties, state conservatory, schools and vocational schools affiliated to Aydın Adnan Menderes University,
- g) TRNC: Turkish Republic of Northern Cyprus,
- h) Commission: The International Students Admission Commission appointed by the Senate and conducting activities related to the admission of international students,
- i) MEB: Republic of Türkiye Ministry of National Education,
- j) Student: An international student who has graduated from a high school equivalent to a Turkish high school but has neither T.C. nor TRNC citizenship or who has dual citizenship, neither of which is T.C. or TRNC,
- k) Student Affairs: Directorate of Student Affairs of Aydın Adnan Menderes University,
- l) Rector: The Rector of Aydın Adnan Menderes University,
- m) Rectorate: The Rectorate of Aydın Adnan Menderes University,
- l) Senate: The Senate of Aydın Adnan Menderes University,
- n) T.C.: The Republic of Türkiye,
- o) University: Aydın Adnan Menderes University.

PART TWO

Principles for Admission of International Students

Application Procedures

ARTICLE 5- (1) Announcements related to applications will be announced on the website of the University each year on dates determined by the Senate. Applications shall be carried out in the manner specified in the announcement. Applications that do not meet the requirements mentioned in the announcement will not be accepted.

(2) International Student Quotas to be enrolled in the programs within the units affiliated to the university shall be determined by the Senate.

Application Requirements

ARTICLE 6- (1) Applicants who apply from Türkiye and abroad for the associate degree and bachelor degree programs must meet the following requirements:

A) On the condition that applications by international students applying to associate/bachelor degrees are in the final year of high school or have graduated, applications from:

1) those who are foreign nationals, (provided that those who are studying in secondary education institutions (high schools) in Türkiye have enrolled before the 2022-2023 academic year [except for embassy schools, international private education institutions included in the MOBIS system and foreign nationals brought to Türkiye within the framework of the project carried out by the Ministry of National Education of Türkiye])

2) those who are Turkish citizens by birth, but acquired permission to leave Turkish citizenship from the Ministry of the Interior and holders of the Blue Card issued upon request to those who have renounced their Turkish citizenship (provided that those who are studying in secondary education institutions (high schools) in Türkiye have enrolled before the 2022-2023 academic year) (According to the provision in Article 7 of the 5901 Numbered Turkish Citizenship Law “(1) those who were born in Türkiye or abroad to a Turkish citizen mother or father within a conjugal union are Turkish citizens by birth”. Therefore, applicants as international students are advised to read the aforementioned law),

3) those who are foreign nationals by birth but have acquired Turkish citizenship later and therefore hold dual citizenship, (provided that those who are studying in secondary education institutions (high schools) in Türkiye have enrolled before the 2022-2023 academic year),

4) a) Among Turkish nationals who attended secondary education abroad before the date of 01/02/2013, those who completed the last three years of their secondary education (high school) in a foreign country other than the Turkish Republic of Northern Cyprus (TRNC), (including those who have completed their entire secondary education (high school) in Turkish schools affiliated with the Ministry of National Education of Türkiye in a foreign country, other than the TRNC),

b) Among Turkish nationals who started secondary education abroad after the date of 01/02/2013, those who completed their entire secondary education (high school) in a foreign country other than the TRNC, (including those who have completed their entire secondary education (high school) in Turkish schools affiliated with the Ministry of National Education of Türkiye in a foreign country, other than the TRNC),

5) those holding TRNC citizenship, who reside in the TRNC and who have completed their secondary (high school) education in the TRNC, and who hold General Certificate of Education Advanced Level 5 (GCE-AL) exam results and also those registered and educated

at colleges and high schools in a different country between 2005-2010 and possess or will possess GCE-AL exam results,

can apply for the international student acceptance quotas.

B) Candidates whose applications are not acceptable are:

1) those who are Turkish citizens and have completed all their secondary (high school) education in Türkiye or the TRNC,

2) those holding TRNC citizenship (except those who have completed their secondary (high school) education in the TRNC and hold GCE-AL exam results and also those educated at colleges and high schools in a different country between 2005-2010 and have or will have GCE-AL exam results),

3) those defined by article A clause 2, with dual nationality of which the first nationality was Turkish at birth (except for those who fulfil article A clause 4),

4) those who have dual citizenship of which one is TRNC, (except those who have completed their secondary education (High School) in the TRNC and hold GCE-AL exam results and also those registered and educated at colleges and high schools in a different country between 2005-2010 and have or will have GCE-AL exam results),

5) those with Turkish citizenship who have studied in a foreign high school in Türkiye and schools within the structure of Embassies in Türkiye or those stated in section 1, clause A, sub-clause 2 of this article defining Turkish citizens by birth with dual citizenship.

6) TRNC citizens who will enroll in secondary education institutions in Türkiye from the 2022-2023 academic year, those who have left their Turkish citizenship/Blue Card holders and foreign nationals (other than embassy schools, International private education institutions in the MOBIS system and foreigners staying in our country within the framework of the project carried out by the Ministry of National Education)

C) The applications of the candidates with international student examination held by other public universities or Exam for Foreign Students for Higher Education in Türkiye (TR-YÖS) /international exams/diploma grades itemized in the list attached to the directive are accepted.

Application method

ARTICLE 7- (1) Applicants, who meet the application requirements, can apply through the ADÜYES (<https://yes.adu.edu.tr>) website.

Scores for Application

ARTICLE 8 - (1) Scores that candidates may use in the application is the ADÜYP obtained as a result of the transformation processes. Applicants whose ADUYP scores are below 40 cannot apply for placement.

(2) International Student Placement Examination organized by the Public Universities of the Republic of Türkiye (DÜYÖS) Score: Candidates must be successful in ADÜBYS to apply with this exam result. If the candidate is successful in ADÜBYS, he/she can apply with DÜYÖS result document that has electronic verification feature. In this case; 80% of the score in the DÜYÖS (face-to-face exam) result document and 65% of the score in the DÜYÖS (remote exams, online or electronic) result document are used as ADÜYP.

(3) TR-YÖS/International Exam/Diploma Score: Exam result/diploma grade accepted by our university, minimum and maximum scores, conversion formulas of the exams are included in the application guide affirmed by the Senate. Candidates must be successful in ADÜBYS to apply in this way. On the condition that the application of the successful candidate in ADÜBYS, the conversion formula of the relevant exam is applied in the

evaluation of the international exam result/diploma grade listed in the application guide. The converted score obtained is used as ADÜYP.

Application Proficiency Exam (ADÜBYS)

ARTICLE 9-(1) Candidates who will apply to associate and bachelor programs with their T.R. Public Universities' International Students Examination Scores or international examination/diploma scores, take Application Proficiency Exam. The score obtained from this exam is not taken into account in the calculation of ADÜYP. The exam result document related to this exam is not issued. To be successful in the ADÜBYS, 40% of the questions must be answered correctly. The result of the ADÜBYS is valid only in ADÜYES and for the year of the exam.

(2) Candidates who successfully complete ADÜBYS gain the right to apply for ADÜYES.

(3) ADÜBYS fee is determined by the University Executive Board upon the proposal of the Commission. The determined fee, the content of the exam and the exam procedure are specified in the application guide affirmed by the Senate.

(4) ADÜBYS fee taken from candidates is for a single exam and cannot be transferred. Candidates who renounce their applications despite paying the fee, who do not or cannot take the exam for any reason, who are not allowed in or taken out of the exam for a reason, who fail in the exam, who paid a fee for a process that is not required or urged, or who paid more than once for the same process; are not refunded for their payments as well as those candidates whose applications or exams are deemed invalid.

PART THREE Principles for Placement

Admission commission and sub-commissions

ARTICLE 10 – (1) The procedures regarding the admission of international students are carried out by the Commission. The sub-commissions required for the preparation and implementation of ADÜYES are formed by ADÜZEM with the proposal of the Commission.

Program preference conditions

ARTICLE 11- (1) Essential information and minimum points-if available, special conditions and explanations are included in the application guide and announced on the University website.

(2) Candidates can choose a maximum of ten (10) different programs.

Program preference procedures

ARTICLE 12- (1) Program preference procedures shall be carried out by the candidate on the ADÜYES website (<https://yes.adu.edu.tr>) in line with the steps stated in the Application Guide.

Evaluation of applications and placement

ARTICLE 13- (1) Evaluation and placement to quotas will be carried out according to the the quota of the relevant program, ranking score of ADÜYP, preference order and the minimum score determined for the preferred program.

(2) The number of students from the same country who gain the right to register shall be no more than 20% of the quota of the relevant program. 20% limitation is not considered for additional placement procedures.

(3) In situations of equality, priority shall be given to the candidate with the lower age.

(4) Meeting the application requirements does not create automatic admission.

(5) In case of non-application to a quota or an announced quota being unfilled, the unfulfilled quota for a program, except for quotas for Law, Medicine, Dentistry and Pharmacy programs, can be transferred to other programs of the university by the Senate with the provision that the quota determination levels stated in article 2, clause b of the ‘Principles for the Acceptance of Students from Abroad’ published by the Higher Education Council of Türkiye are not exceeded. The quotas of Law, Medicine, Dentistry and Pharmacy programs may be transferred with a decision from The Higher Education Council of Türkiye.

(6) The execution of an additional placement period for any unfulfilled quotas will be stated in the Application Guide for the relevant period accepted by the Senate.

(7) Candidates who have gained a minimum of forty (40) ADÜYP scores have the right to apply to programs which require the student to take an Aptitude Test. The evaluation of applications made to programs which accept students with Aptitude Tests is done according to the criteria of the Aptitude Test Application, Registration and Acceptance Directive of the relevant unit. The number of students from the same country who gain the right to register shall be no more than 20% of the quota of the relevant program. In situations of equality in placement, priority shall be given to the candidate with the lower age.

8) In accordance with the article 45/f of the Higher Education Law numbered 2547, amended by Law numbered 6287 and regarding the International Students Admission Principles, determined by the Higher Education Council, within the scope of the letter of the Higher Education Council dated 25/07/2019 and numbered 54050, in the case of applications of the candidates for international student admission quotas within the framework of the criteria determined by universities, those who are qualified to apply for international student admission quotas and those who have Turkish citizenship by birth under the Turkish Citizenship Act, those who have left Turkish citizenship by obtaining permission to leave Turkish citizenship from the Ministry of Internal Affairs and those who have documented that they have a Certificate of Exercise of Recognized Rights (blue card) given to those who have lost their Turkish citizenship upon their request, and those who are Turkish citizens who were continuing with their secondary education before 01/02/2013 and completed the final three years of their secondary (high school) education in a foreign country other than the TRNC or citizens of Turkish nationality who completed all of their secondary (high school) education in a foreign country (other than the TRNC), those who are Turkish citizens with dual citizenship, 10% of the quota for these candidates cannot be exceeded in the placement of students in the Teacher Education, Medicine and Dentistry programs in the international student acceptance quotas accepted by the Senate.

Announcement of results and registration

ARTICLE 14- (1) Announcement of results shall be carried out on the candidate’s page of <https://yes.adu.edu.tr> website between the dates announced in the placement calendar.

(2) Candidates who have gained the right to register on associate and bachelor degrees can download their acceptance letters from the placement results menu on the candidate’s menu of the application system on the <https://yes.adu.edu.tr> internet page.

(3) During the dates stated in the placement calendar, registration for candidates to associate and bachelor degrees shall be carried out by the unit to which the candidate has gained admission.

Documents required for registration

ARTICLE 15- (1) The following documents are required for registration:

- a) Placement result document received from ADÜYES (<http://yes.adu.edu.tr>) and additional documents stated in the website and notarized Turkish translation of these,
- b) For registration to an Associate/Bachelor Degree, original High School Diploma or original graduation document and a notarized Turkish translation of this document,
- c) 'Equivalency Document' of high school diploma or graduation document, certifying the equivalency of the applicant's diploma to that of Turkish diplomas, from a Turkish Embassy or Consulate in the student's own country or from the Turkish Ministry of Education,
- d) Original transcript of records and its notarized Turkish translation,
- e) Original passport and its notarised Turkish translation photocopy,
- f) Bank receipt showing payment of the student's tuition fee into the relevant bank account,
- g) 6 biometric passport-size photographs (4.5cm x 6cm) taken within the last 12 months,
- h) For departments with Turkish education, a Turkish Language Proficiency Level Certificate; for departments with English education, an English Language Proficiency Level Certificate accepted by ADÜ School of Foreign Languages; for departments with French education, a French Language Proficiency Level Certificate accepted by ADÜ School of Foreign Languages; for departments with German education, a German Language Proficiency Level Certificate accepted by ADÜ School of Foreign Languages (if available),
- i) Original Certificate of Identity Register Copy (Vukuatlı Nüfus Kayıt Örneği). This document is mandatory for those who have double nationality- one of which is Turkish- and must show the nationality registration in detail,
- j) Health Report taken from a general state hospital in Türkiye for students to study in programs requiring a health report for registration, as shown in the quota conditions,
- k) Signed Declaration of Financial Security Form.

Tuition fees, health insurance and declaration of financial security form

ARTICLE 16- (1) International students will be required to pay tuition fees determined by the decision of the University Management Board and the Council of Ministers.

(2) Students who register for the first time can apply for general health insurance with a student certificate at the Provincial Directorate of Social Security Institution (SGK) within three months of first registration.

(3) During registration, students must sign and submit a "Declaration of Financial Security Form" to the relevant unit student affairs office showing they have the financial means to continue their education and support themselves.

(4) The amount of financial security required will be determined by the University Management Board.

Turkish Proficiency Levels

ARTICLE 17- (1) Turkish proficiency levels of registered students shall be determined by:

- a) Turkish Language Proficiency document issued by ADÜTÖMER,
- b) Turkish Language Proficiency document issued by a Turkish Language Teaching Application and Research Centre in a Turkish state university,
- c) A Turkish Language Proficiency certificate issued by the Yunus Emre Institute.

(2) A Turkish language proficiency document shall not be required by the following: Candidates who have completed all of their secondary education in Türkiye, those who have completed their secondary education abroad at a Turkish High School affiliated to the Republic of Türkiye Ministry of National Education (MEB) or those who have graduated

from a diploma program (associate/bachelor/graduate) of a higher education institution either in Türkiye or abroad of which the language of instruction is 100% Turkish.

(3) Candidates who have a minimum of level C Turkish proficiency shall start on their education.

(4) Students must prove their level of Turkish language proficiency during registration. Students who do not submit proof of their Turkish language proficiency level and those who do not have level C Turkish proficiency can apply to ADÜTÖMER to take the Turkish Language Proficiency examination to be carried out by ADÜTÖMER at a date stated in the academic calendar in order to determine their proficiency level or increase it.

(5) Students whose Turkish proficiency level is A or B shall be considered as on one year leave on a decision being taken by the management board of the unit to which they are registered in order to increase their Turkish proficiency level to C. Those who obtain a level C Turkish language proficiency document stated in Article 14 of this directive during this period must submit this document to the Dean's Office/Head of School's Office of the unit in which they are registered before the start of the academic year. Students who cannot submit a level C Turkish language proficiency document or are not successful in the Turkish language proficiency examination carried out by ADÜTÖMER at the end of this year shall be considered as on leave on a decision being taken by the management board of their registered unit for another year. Registration at the University of students who have not obtained a level C Turkish language proficiency level at the end of the second year will be deleted.

(6) Turkish language proficiency shall not be required from students registered on programs whose language of education is completely in a foreign language in the University. However, these students must meet the conditions stated in clause g of section 1 of article 12.

Foreign language proficiency principles

ARTICLE 18- (1) The language of instruction of the University is Turkish. However, some programs may be carried out either entirely or partially in a foreign language on the recommendation of the relevant commission, with a decision from the Senate and approval from the Higher Education Council of Türkiye.

(2) For programs with compulsory foreign language preparatory courses, international students who are registering for the first time must complete their applications for exemption within ten (10) working days before the start of education in the unit to which they have gained the right to register to the head of the School of Foreign Languages Office.

(3) Students who fulfil one of the following requirements shall be exempted from the preparatory class and begin their education on the program to which they have gained to right to register to:

a) On the Foreign Languages Exemption Examination (YDYS): for international students registered to associate degrees a minimum of fifty (50) points from one hundred (100) points; for international students registered to bachelor degrees, a minimum of seventy (70) points from one hundred (100) points and for international students registered to graduate degrees the minimum mark from one hundred (100) points required by the Graduate School to which they are registered,

b) those from a country where the foreign language which is the language of education of the program on which the student is registered, is an officially accepted language and have been educated at and completed their secondary education at institutions in which citizens of that country are educated,

c) those who have obtained within the last five (5) years the minimum levels on a national or international language examination result equivalent to a YDYS mark which is accepted by the Senate and is given in the equivalency table of 'Aydın Adnan Menderes University Foreign Language Teaching Regulations',

d) those who have successfully completed a preparatory course at a higher education institution recognised by the Interuniversity Commission and with the approval of the School of Foreign Languages Management board.

(4) Decisions on exemption from preparatory classes will be taken by the School of Foreign Languages management board, except for those who were successful in the YDYS examination.

(5) International students who do not fulfil at least one of the above requirements shall take the preparatory course.

(6) The application period and academic calendar for preparatory classes shall be announced at the start of the academic year in the University's academic calendar.

(7) Students who do not enter the School of Foreign Languages Exemption Examination at the start of the academic year will not have the chance to take a repeat examination and will be placed in the lowest class.

(8) For provisions related to foreign languages and preparatory classes not stated within this directive, the 'Aydın Adnan Menderes University Foreign Language Teaching Regulations' provisions are applied.

PART FOUR

General and Final Provisions

For provisions not in the directive

ARTICLE 19- (1) For education-related issues, the Regulation on Associate and Bachelor Degree Education of Aydın Adnan Menderes University is applied to students registered on Associate and Bachelor degree programs.

Application and Registration with incomplete or false documents

ARTICLE 20- (1) Procedures carried out in the application, placement and registration periods with manipulated, false, incomplete or incorrect documents, even if final registration has been completed, shall be cancelled and the student's registration shall be deleted.

Removal from Enforcement

ARTICLE 21- (1) With this directive, the Aydın Adnan Menderes University Directive for Application and Admission of International Students accepted in Numbered II Decision of the 2010/02 session dated 10/03/2010 of the Senate has been removed from enforcement

Enforcement

ARTICLE 22- (1) This directive shall enter into force on the date of adoption by the Senate.

Execution

ARTICLE 23- (1) The provisions of this directive shall be executed by the Rector.

This Directive was accepted in Numbered IX Decision of the 2019/09 session dated 24/04/2019 of the Senate.