

**T.C.**  
**ESKİŞEHİR OSMANGAZİ UNIVERSITY**  
**SENATE DECISION**

Date: 15.03.2023

No: 13320152-050.02.04-10-04

**DIRECTIVES GOVERNING APPLICATION, ADMISSION AND REGISTRATION OF  
INTERNATIONAL STUDENTS AT  
ESKİŞEHİR OSMANGAZİ UNIVERSITY**

**PART ONE**

**Aim, Scope, Legal Basis and Definitions**

**Aim**

**ARTICLE 1** – The purpose of this directive is to regulate the conditions of application, admission and registration of foreign students who will apply to study with their own means at the associate and undergraduate programs at Eskişehir Osmangazi University.

**Scope**

**ARTICLE 2** – This directive covers the principles to be applied in the application conditions, selection and registration of international students who will apply to study with their own means at the associate and undergraduate programs at Eskişehir Osmangazi University.

**Basis**

**ARTICLE 3** – (1) This directive prepared based on;

- a) The 6th, 7th, 14th articles and the 7<sup>th</sup> subparagraph of the article 45 of the "Higher Education Law" numbered 2547,
- b) The decision of the Council of Higher Education dated 21.01.2010 and the "Principles Regarding the Admission of Students from Abroad" determined in its subsequent meetings.

**Definition of Terms**

**ARTICLE 4** – (1) The terms and abbreviations used in this Directive indicates the following:

- a) Academic Unit: Any faculty, academy or vocational school of higher education under the administration of Eskişehir Osmangazi University.
- b) ESOĞÜ TÖMER: Eskişehir Osmangazi University Turkish Language Application and Research Center (TÖMER)
- c) GCE AL: Qualification for university education in Turkish Republic of Northern Cyprus (General Certificate Education–Advanced Level)
- d) Residence Permit: A document issued by the governorates indicating the allowed residence period for foreigners who want to stay longer after their visa expiry dates or visa exemption in Türkiye.
- e) Coordinator: A faculty member appointed by the Rector who is responsible for carrying out the admission and registration procedures of international student candidates within the framework of this directive and the Principles of Admission and Placement of Students from Abroad accepted by the decision of Eskişehir Osmangazi University Board of Directors
- f) International student admission and registration commission: The academic staff assigned by the Rector to carry out the admission and registration procedures of international student candidates within the framework of this directive and the Principles of Admission and Placement of Students from Abroad accepted by the decision of Eskişehir Osmangazi University Board of Directors
- g) TRNC: Turkish Republic of Northern Cyprus
- h) Education annotated visa (consular) : Entry permit issued by the Turkish consulates in foreign countries to enable them to study in Türkiye.
- i) Study annotated visa by the ministry: The permit issued by the Turkish ministry of internal affairs to foreign students who have residence permit in Türkiye in order to enable them to study,
- j) Rector: Rector of Eskişehir Osmangazi University,
- k) Rectorate: The Office of the Rector of Eskişehir Osmangazi University.

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- l) Senate: Eskişehir Osmangazi University Senate
- m)TR-YÖS: Turkish International Student Admission Examination organized by the Student Selection and Placement Centre,
- n) Preparation Course for Turkish Language Learners: Courses opened at Eskişehir Osmangazi University or other higher education institutions to teach Turkish to foreign nationals.
- o) International Student: students studying at Eskişehir Osmangazi University in associate and undergraduate programmes,
- p) International Student Admission and Registration Coordination Office: The unit where the admission and registration procedures of international student candidates are carried out within the framework of this directive and the International Student Admission and Placement Principles adopted by the decision of Eskişehir Osmangazi University Board of Directors,
- q) University: Eskişehir Osmangazi University
- r) University Board of Directors: Eskişehir Osmangazi University Board of Directors
- s) The Council of Higher Education (YÖK): The Council of Higher Education
- t) (YÖS) Exam: International student exam

**PART TWO**  
**Basic Principles**

**Teaching Programs**

**ARTICLE 5** – (1) Students that are incoming in accordance with the principles of accepting students from abroad can enroll in the university's undergraduate and graduate first and second teaching programs.

**Tuition Fee**

**ARTICLE 6** – (1) The yearly tuition fee for students that are placed in the university's department/programs in accordance with the principles of accepting students from abroad is determined by the University Board of Directors within the fee range set by the Presidential Decree. The tuition fee is announced on the website of the University's International Student Admission and Registration Coordinator (student.ogu.edu.tr).

(2) International students who will enroll in the university pay the specified semester tuition fee before online registration. Candidates who fail to pay the semester tuition fee during the online registration dates will lose their registration rights.

(3) According to the Presidential Decree on Determination of Contribution Fees and Tuition Fees to be Collected as Student Contributions for Current Service Costs in Higher Education Institutions for the relevant Academic Year, "Contribution fees and tuition fees of students who register and voluntarily withdraw from their registration are non-refundable."

(4) Students who do not have a TÖMER achievement certificate are required to pay the tuition fee for the first semester of their enrolled program. The tuition fee paid by these students will be offset against the subsequent semester fees.

(5) Students who fail to pay the tuition fee and do not enroll in courses will not be able to enjoy the rights of being a student.

**Quotas**

**ARTICLE 7** – (1) The quotas to be allocated to associate and undergraduate programs to be accepted as foreign students, the quotas for international student admission for Medicine and Dentistry programs, provided that they do not exceed 50% of the quota of the previous year in the YKS guide, are taken into consideration by taking into account the recommendations received from the units, if any, together with special conditions. It is determined for the next academic year and notified to The Council of Higher Education. Following the decision of the Council of Higher Education, it is announced on the website of the University's International Student Admission and Registration Coordinator (student.ogu.edu.tr).

(2) According to the Higher Education General Assembly meeting dated 04.07.2019; the international student admission quota can not exceed 10% in the aforementioned fields (Faculty of Medicine, Dentistry, Law, and Education) for candidates with dual nationality, Blue cardholders, and Turkish citizens who have completed their entire high school education abroad (excluding TRNC), those whose nationality and one of their nationality is Turkish.

(3) If there are any programmes with no application or the ones that have not reached the full quota capacity, the remaining

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quotas can be transferred into other program quotas by the decision of the university senate. Quotas can only be transferred into the Faculty of Medicine, Dentistry and Law with the decision of The Higher Education Executive Board.

### **Exams and Evaluation Principles**

**ARTICLE 8** – (1) The exams to be considered for the evaluation of international student applications, the base scores for each exam, their validity periods, high school diploma types and the minimum diploma graduation scores/base scores are determined by the University Board of Directors and specified in the "Principles of Admission and Placement of Students from Abroad." This information is announced on the website of the University's International Student Admission and Registration Coordinator (student.ogu.edu.tr). If the University Board of Directors does not make a new decision regarding the international student admission method, the previous year's decision remains valid.

(2) The evaluation of applications for academic units that admit students through a special talent exam is carried out by the International Student Admission and Registration Coordinator, while the special talent exam is conducted by the relevant academic units according to the guidelines of the special talent exam.

## **PART THREE**

### **Application, Assessment and Admission**

#### **Application Announcement**

**ARTICLE 9** – (1) This directive and application terms which will be determined according to "Principles Regarding the Admission of Students from Abroad" are announced on the web page of the University International Student Selection and Placement Centre. Applications of international student candidates are received through the University's online application system.

#### **Candidates whose applications might be accepted**

**ARTICLE 10** - (1) Provided that they are in the last year of high school or graduated, the applications of eligible applicants within the scope of this directive willing to study at EskiŐehir Osmangazi University will be accepted. These are;

a) Foreign nationals (Provided that those who study in secondary education (high school) institutions in Turkey have registered before the 2022-2023 academic year (except for Foreign nationals brought to our country within the framework of Embassy schools, international private education institutions in the MOBIS (International Schools Information Operating System), Foreign nationals brought to our country the project carried out by the Ministry of National Education)

b) Native-born Turkish nationals who lost their Turkish citizenship provided that they ceased to be a citizen by courtesy of the Ministry of Interior and those who certify that they hold the Blue Card given upon request to those who have lost their Turkish citizenship (Provided that those who study in secondary education (high school) institutions in Turkey have registered before the 2022-2023 academic year) (In Article 7 of the Turkish Citizenship Law No. 5901, "(1) An infant born from the marriage of a Turkish citizen mother or father within or outside Turkey is a Turkish citizen." So, it is highly recommended for candidates, who are going to apply for the foreign student admission quota, to review the Turkish Citizenship Law.

c) Foreign nationals who acquire Turkish citizenship later/ who hold dual nationality in the same situation (Provided that those who study in secondary education (high school) institutions in Turkey have registered before the 2022-2023 academic year)

\*d) Turkish nationals, who were a high school student abroad before February 1, 2013, and who have completed the last three years of their high school education in a foreign country other than Turkish Republic of Northern Cyprus (TRNC) [including those that have completed their entire high school education at a Turkish school under the Ministry of National Education (MEB) in a foreign country other than TRNC],

2) Candidates, who started their high school education abroad after February 1, 2013, and who have completed their entire high school education in a foreign country other than TRNC [including those that have completed their entire high school education at a Turkish school under the Ministry of National Education (MEB) in a foreign country other than TRNC]

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e) Nationals of TRNC who reside in TRNC, and have completed their high school education in TRNC and have taken the GCE AL exam, and nationals of TRNC, and registered and received education in a high school in another country between 2005 and 2010 and have taken the GCE AL exam.

**Applicants whose application shall be rejected**

**ARTICLE 11-** (1) The applications of the candidates below will not be accepted. Applicants who are;  
a) Turkish nationals and completed the entire high school education in Türkiye or TRNC,  
b) TRNC nationals (apart from those that have had their entire high school education in TRNC and that have taken the GCE AL exam, and have received education in a high school in another country between 2005 and 2010 and have taken the GCE AL exam)

\*c) Dual nationals whose first nationality by birth, as defined in paragraph 2 of Article 10, is Turkish (Except for those who meet the conditions in paragraph 1 of article 10 of this directive)

d) Dual nationality holders, one of which is TRNC (excluding those that have had their entire high school (secondary school) education in TRNC and have taken the GCE AL exam, and have received education in a high school in other countries between 2005 and 2010 and have already taken the GCE AL exam or the ones who will take soon)

e) T.R nationality students' who study at schools located within embassies in Turkey and foreign high schools located in Turkey and dual nationals whose first nationality is T.R by birth that are defined in the paragraph of article 10 in this directive.

f) TRNC citizens who will enroll in secondary education (high school) institutions in Turkey beginning from the 2022-2023 academic year, those who have renounced their Turkish citizenship / blue card holders and foreign nationals (except for Foreign nationals brought to our country within the framework of Embassy schools, international private education institutions in the MOBIS (International Schools Information Operating System), Foreign nationals brought to our country the project carried out by the Ministry of National Education)

**Required documents for application**

**ARTICLE 13-** (1) All documents must be scanned from their originals and uploaded to the application system. Documents which are copied and without original stamp and signature, and those sent by fax or e-mail are not accepted. The applications shall not be taken into account in case of having missing documents.

(2) The following documents are required for the application:

a) High school diploma: An original copy of the secondary education (high school) diploma and Turkish or English translation approved by Embassies, Consulates, Notary or Sworn Translator in case the secondary education (High School) diploma is not in Turkish or English.(Candidates who have not yet received their diploma can apply with their graduation certificates from their high schools and valid exam results.) ("Equivalency Certificate" stating that the diplomas of the candidates are equal to those given by Turkish High schools can be obtained from the Turkish Embassy in their countries or Turkish Ministry of Education. It will then be required during registration.)

b) Academic transcript: The candidate's official transcript showing the courses and grades taken in secondary education (high school) and approved by the high school directorate. (In case the transcript is not in Turkish or English, Turkish or English translation approved by Embassies, Consulates, Notary or Sworn Translator)

c)Valid Exam Result Document: It is required to submit a valid exam result document, which is stated in the Placement Principles for the Admission of Foreign Students.

d)Passport: The color scanned version of the passport document, which shows the nationality of the international student candidate and has a validity of at least 6 months, must be uploaded to the application system. (In case the passport is not in Turkish or English, Turkish or English translation approved by Embassies, Consulates, Notary or Sworn Translator must be submitted as well.)

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(Dual citizenship holders one of which is Turkish or Turkish citizens who have completed their entire high school education abroad (excluding TRNC high schools) must submit a scanned copy of the pages of their passport or a certified copy taken from the general directorate of security showing the entrance-exit dates including the education date they have had.)

e) One passport photograph: The photograph to be submitted to the application system during the application must be scanned and uploaded. (The photograph must be 50 mm × 60 mm in size, on a white background and without a pattern, and it must have been taken within the last six months.)

f) Blue Card: Candidates holding a blue card must upload a color scanned version of the front and back of their blue card to the application system.

g) Certificate of Identity register: The certificate of identity register showing that those who have acquired Turkish citizenship after being a foreign national / who have dual citizenship in this situation continue to have dual citizenship.

h) GCE AL result document for TRNC nationals or dual nationals whose one nationality is TRNC.

### **Evaluation of The Applications and Announcement of Results**

**ARTICLE 13** (1) Evaluation of the applications and placement of candidates is completely done by Eskisehir Osmangazi University. The university is free to fill the quotas it has announced or not. Having fulfilled the application requirements does not necessarily mean being placed to a program.

(2) The applications of international student candidates are evaluated within the framework of this directive and the 'Placement Principles for International Student Admissions' by the International Student Admission and Registration Commission, and those who are eligible for placement are determined through the application system. International students eligible for registration are announced through the application system after the decision of the University Administrative Board.

(3) An "International Student Admission and Registration Commission" is established to evaluate the applications and place the candidates in the departments/programs. The International Student Admission and Registration Coordinator is a natural member of the commission. Except for the International Student Admission and Registration Coordinator, the commission consists of at least 2 lecturers appointed by the Rector for each year. International students who are entitled to enroll after the decision of the commission are announced through the application system after the decision of the University Administrative Board.

### **Online Registration**

**ARTICLE 14** (1) A "Letter of Acceptance" or an equivalent document by the University is given to the candidates who are accepted to Eskişehir Osmangazi University as a student so that they could have a "Student Visa".

(2) Candidates eligible for registration can receive their acceptance letters with e-signature through the online application system of the University.

(3) Candidates who are entitled to enroll in the University by receiving a letter of acceptance complete their online registration by uploading the necessary documents to the University's Student Information System.

(4) Students who complete their online registration are issued a Temporary Student Certificate and Student Identity Card.

(5) Completing the online registration does not indicate that the final registration to the university has been completed. For the final registration of the student, the registration documents must be submitted within the time specified in the announced calendar.

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**Final Registration**

**ARTICLE 15** (1) The final registration to the university of the students who complete their online registration is carried out by the International Student Admission and Registration Coordinator according to the announced calendar.

(2) Applications of candidates who make false statements and are found to mislead the administration with any action or transaction are rejected. If the registrations of these candidates have been made, they will be canceled and their registration will be deleted.

(3) The documents required for registration of the students who register online should be submitted to the Student Affairs Office of the University personally or by the person to whom they will give a notarized power of attorney, within the dates specified on the website of the International Student Admission and Registration Coordinator (student.ogu.edu.tr).

(4) Those who will register from abroad with a letter of attorney must have an Apostille Annotation made on the letter of attorney they have received from their country or have it approved by T.R consulate.

(5) Registration by mail is not accepted.

(6) It is not possible to register with a missing document.

(7) A student who does not submit her documents within the registration period and does not make her final registration is dismissed from the university.

**Documents Required for Registration**

**ARTICLE 16** - (1) The following documents are required to be submitted to the International Student Admission and Registration Coordinator within the announced time for the final registration of international students:

a) Diploma: The original copy of Secondary Education (High School) Diploma and its Turkish translation issued by the Embassy, Consulate, or Notary.

b) Diploma Equivalency Certificate: It is a document obtained from T.R. Ministry of National Education or T. R Embassy or Consulates in their countries and it indicates that the High School Diploma is equivalent to the diplomas obtained from the Turkish High Schools.

c) Exam Result Document: The original copy of the exam result document (SAT, ACT, YÖS, etc.) used for application.

d) Candidates who apply and are placed with the results of the international exam will be required to confirm their usernames and passwords and their exam results during registration. The registrations of the candidates who cannot provide this will be canceled.

e) Passport: Copy of passport showing the nationality of the international student and valid for at least 6 months, which is issued by the Embassy, Consulate, or Notary. (In case the passport is not in Turkish or English, Turkish or English translation approved by Embassies, Consulates, Notary or Sworn Translator must be submitted.)

(For dual citizenship holders one of which is Turkish or Turkish citizens who have completed their entire high school education abroad (excluding TRNC high schools) through formal education; a clear, readable photocopy of the passport or Certified document from the Police Department which indicate the entrance-exit dates to the country the passport obtained, covering the period of education)

f) A copy of the foreign language proficiency document certified by Embassies, Consulates or Notary Public, if any, which has international validity and specified in the "Eskişehir Osmangazi University School of Foreign Languages Foreign Language Teaching and Examination Directive", for the international students who are eligible to enroll in the departments / programs with the preparatory class.

g) 4 photos, 50 mm × 60 mm in size, on a white background and without a pattern. (The photographs must have been taken within the last 6 months. The photo-copy version of the photo is inadmissible.)

h) Official Transcript: The original of the official transcript approved by the high school directorate showing the courses and grades taken in high school, and if the transcript is not in Turkish, Turkish translation approved by T.R. Embassies, Consulates or Notary.

i) Blue Card: Photocopy of Blue cards of students who have blue cards, documenting their status.

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- j) Photocopy of the protection cards of the students who are accepted with an international temporary protection card.
- k) Certificate of Identity register: The certificate of identity register showing that those who have acquired Turkish citizenship after being a foreign national / who have dual citizenship in this situation continue to have dual citizenship.
- l) TÖMER Certificate: The document showing that they have received a score at the "C1" level corresponding to the Turkish Language Teaching Center (TÖMER) European Language Portfolio (ADP) level (Students who do not have a TÖMER document should bring a student certificate showing that they have enrolled in the Turkish Preparatory Course.)
- m) Financial Status Document: It is a document that shows that the student has provided the source to cover his own living expenses. Students have to cover their own living. (Document/commitment to be issued by the person/institution/organization that will provide the expenses of living)

### **Financial Status and Social Security**

**ARTICLE 17 - (1)** Candidates are required to show financial security provided that they document it in order to enable them to continue their higher education in Turkey. The amount of the security deposit is equal to the annual tuition fee determined by the University Administrative Board for each academic year.

(2) All foreign students must have and document valid health insurance during their education period. (International students enrolled in the university must apply to the Social Security Institution within three months from the first registration date and have general health insurance by paying the general health insurance premium. Students who do not apply to the Social Security Institution within this period will not be registered for general health insurance again during their education. In case of exceeding the deadline, students are required to take out compulsory private health insurance.)

### **PART FOUR** **Principles Regarding Education and Training**

**ARTICLE 18- (1)** Those placed within the scope of admission quotas allocated for students from overseas are subject to the provisions of the Education and Examination Regulation of the program in which they are accepted.

(2) The clinical practice provided for the other students in the 4th, 5th and 6th grades of the Faculty of Medicine and 4<sup>th</sup> and 5<sup>th</sup> grades of Faculty of Dentistry and all grades of the Faculty of Health Sciences; is also applied to the international students.

(3) Candidates who are entitled to enroll in the departments of the university that provide one hundred percent or at least thirty percent English medium education are subject to the provisions of "Eskişehir Osmangazi University School of Foreign Languages Foreign Language Teaching and Examination Directive" and the candidates who are entitled to enrol in the departments providing education in Arabic language are subject to the provisions of "Eskişehir Osmangazi University Faculty of Theology Arabic Compulsory Preparatory Class Education and Examination Directive" during their preparatory education.

#### **Medium of instruction**

**ARTICLE 19- (1)** The medium of instruction at Eskişehir Osmangazi University is Turkish except for programs with 30% or 100 % foreign language.

#### **Turkish Language Levels at Turkish Preparatory Course**

**ARTICLE 20- (1)** With the decision of Eskişehir Osmangazi University Senate, the results of Turkish Proficiency Exams conducted by State Universities in Turkey and Yunus Emre Institute are used to determine the Turkish level of foreign students at the time of registration.

(2) The Turkish level of international students who will study in programs whose medium of instruction is Turkish and 30% foreign language is determined according to the results of the "Turkish Proficiency Exam" to be held by ESOGÜ TÖMER or according to the exam result certificate obtained from State Universities in Türkiye or Yunus Emre Institute.

(3) The Turkish preparatory course is held by the Turkish Teaching Application and Research Center (TÖMER) in Eskişehir Osmangazi University.

(4) Students who will take a Turkish preparatory course are subject to the provisions of the "Eskişehir Osmangazi

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University Turkish Language Teaching Application and Research Center (ESOGÜ TÖMER) Course (Teaching and Exam) Directive" during the preparatory program. Turkish preparatory course and exam fees are determined by the University Administrative Board and charged separately by ESOĞÜ TÖMER.

(5) Students within the scope of Foreign Student Admission Quotas who meet the following conditions are not required to submit any documents regarding their Turkish proficiency level and their Turkish level is considered sufficient to start their departments/programs.

a) Students registered in programmes whose medium of instruction is a hundred percent English,

b) Those who have completed their entire secondary education in Turkish high schools affiliated with the Ministry of National Education in Türkiye,

c) Those who have completed their entire secondary education abroad in Turkish High Schools affiliated with the Turkish Ministry of National education, Foreign Programmes of Open Education High Schools or in the Turkish High Schools affiliated with the Turkish Religious Foundation.

(6) Students who will take a Turkish preparatory course are required to submit the student certificate for the course they enrolled in to the International Students Admissions and Registration Coordination Office in the semester they enrolled and in the following semesters. If the international student does not bring the student certificate that s/he is studying in Turkish Preparatory Course or does not submit a C! level document regarding his/her Turkish level in the relevant period, s/he will be dismissed from the university.

(7) Students who take Turkish preparatory courses submit the document showing their Turkish level to ESOĞÜ TÖMER to be determined the equivalence of their Turkish language level. Turkish language level equivalence procedures are carried out by ESOĞÜ TÖMER in accordance with the directive of the centre. According to the decision of ESOĞÜ TÖMER, if the student's Turkish language level is sufficient, the student is directed to her/his academic unit; if it is insufficient, the student is asked to document her/his Turkish language level (C1 level) by taking Turkish Proficiency Exam held by ESOĞÜ TÖMER.

(8) According to CEFR (Common European Framework of Reference for Languages), Turkish levels and equivalents are as follows.

|    |        |                    |              |
|----|--------|--------------------|--------------|
| C1 | 85-100 | Advanced           | Proficient   |
| B2 | 70-84  | Upper Intermediate | Insufficient |
| B1 | 55-69  | Intermediate       | Insufficient |
| A2 | 45-54  | Elementary         | Insufficient |
| A1 | 0-44   | Beginner           | Insufficient |

**(Valid for students enrolled for 2023-2024 academic year and after)**

**A1-A2 Level:** Turkish level of the candidate is insufficient. These candidates can register to the higher education programme where they are placed, and take one education year leave of absence to take Turkish Preparatory course. They can start their education after they submit their C1 level certificates.

**B1 Level:** Turkish level of the candidate is insufficient. These candidates can register to the higher education programme where they are placed, and take one education year leave of absence to take Turkish Preparatory course. They can start their education after they submit their C1 level certificates.

**B2 Level:** Turkish level of the candidate is insufficient. These candidates can register to the higher education programme where they are placed, and take one education year leave of absence to take Turkish Preparatory course. They can start their education after they submit their C1 level certificates.

**C1 Level:** Turkish level of the candidate is sufficient and could continue to the program enrolled.

**Foreign Language Preparation and Turkish Preparation Period**

**ARTICLE 21-** (1) Students who are placed on the basis of admission of foreign students and whose Turkish level is not at the level of proficiency specified in Article 20 are given two semesters to bring their TÖMER documents. At the end of this period, the student who cannot bring his/her Turkish level to a sufficient level is given two more semesters. Considering that the preparatory education period is arranged as a maximum of two years (four semesters in total) by the Council of Higher Education; The time to be spent in departments/programs that offer English preparatory class and Arabic preparatory class is included in this period.



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(2) Students who are entitled to enroll in departments whose medium of instruction is at least thirty percent English or Arabic, are considered Turkish and foreign language preparatory students during their registration, and are given the right to take the Turkish and foreign language exemption exam.

(3) Students who are entitled to enroll in departments whose language of instruction is at least thirty percent English or Arabic are given the right to take the foreign language exemption exam within the framework of the provisions of "Eskişehir Osmangazi University School of Foreign Languages Foreign Language Teaching and Examination Directive" within four semesters of the preparatory education period in case they register ESOGÜ TÖMER.

(4) Students are dismissed from the university if they do not make their Turkish, English or Arabic levels sufficient at the end of the maximum period specified in paragraph (1) of Article 21 of this directive and if they complete the maximum preparatory education period.

**PART FIVE**  
**Responsibilities**

**Responsibilities of the Rectorate**

**ARTICLE 22-** Rectorate;

(1) To ensure that the principles, quotas and calendar regarding the selection of students who will come to the University to study are discussed in the University Senate and decided by the end of March within the framework of this directive and "Student Admission and Placement Principles from abroad" and to notify Higher Education Council and other necessary institutions and organisations.

**Obligations of Incoming Students within the Scope of International Student Acceptance Quotas**

**ARTICLE 23-** International students enrolled to study within the scope of this directive, are obliged to;

(1) Make online registration procedures according to the conditions in this directive, submit the registration documents to the International Student Admission and Registration Coordinatorship in full within the announced final registration period,

(2) Inform the International Student Admissions and Registration Coordination Office of the current and accessible e-mail address,

(3) Carry out the necessary procedures and obtain the necessary documents (Residence Permit Certificate etc.) according to Turkish Law,

(4) Inform the International Student Admissions and Registration Coordination Office about the Residence Permit and the foreigner ID number,

(5) Submit the documents specified in this directive to the International Student Admissions and Registration Coordination Office within the deadline for final registration,

(6) Obtain residence permits and health insurances during their education within the legal periods given and renew them when they expire,

(7) Apply to the relevant authorities immediately and to obtain new residence permit or passport when they lose them,

(8) Foreign students who change their educational institutions or residence addresses must notify the local security authorities of the places both they leave and transfer within 48 hours,

(9) Notify the International admissions and Registration Coordination Office within 15 days about the changes in their marital status, residence address and educational status,

(10) The e-mail address and telephone information provided by international students to the University are the communication and notification channels of the University with the students. Students are obliged to submit their current email addresses and telephone details to the relevant units and to follow all announcements and notifications made through any of these channels,

(11) All information, documents and announcements published on the website of the University's Student Affairs Department, International Student Admissions and Registration Coordination Office and the Faculty/School/Vocational School where they are registered, as well as announcements, tuition debt and all kinds of academic status information uploaded to the student information system (automation) are in the form of notification to students enrolled at our university. International students are obliged to follow the announcements and do what is expected and/or required of them.

**T.C.**  
**ESKİŐEHİR OSMANGAZI UNIVERSITY**  
**SENATE DECISION**

Date: 15.03.2023

No: 13320152-050.02.04-10-04

**PART SIX**  
**Matters not Regulated in the Directive**

**Other Matters**

**ARTICLE 24** - The provisions of the relevant laws and regulations and the decision of the University Senate shall be applied in matters not regulated in this directive regarding international students.

**Enforcement**

**ARTICLE 25** -This directive enters into force as of the date of its adoption by the Senate.

**Repeal**

**ARTICLE 26** - When this directive enters into force, the old directive shall cease to be in force.

**Execution**

**ARTICLE 27** - The provisions of this directive are executed by the Rector of EskiŐehir Osmangazi University.