İSTANBUL TİCARET ÜNİVERSİTESİ

DEPARTMENT OF STUDENT AFFAIRS
2019-2020 ACADEMIC YEAR UNDERGRADUATE PROGRAMS
REGISTRATION ANNOUNCEMENT FOR INTERNATIONAL STUDENTS

Application Dates of International Students Scholarship Application Dates of International Students	13.05.2019-16.08.2019 01.07.2019-19.07.2019
Application Place	International Office (Sütlüce)
International Students Final Registration Dates	01.07.2019-13.09.2019
Registration Renewal (Registration via SIS) Dates	09.09.2019 - 13.09.2019 (Students who will start their first class will choose courses from SIS after the final registration process.)
Registration Place	Department of Student Affairs (Sütlüce)
Undergraduate Programs International Student Tuition Fee	4000 $

REQUIRED DOCUMENTS FOR REGISTRATION

1) ☐ Copy of acceptance letter,

2) ☐ Copy of the letter of commitment,

3) ☐ Original high school diploma and notary-approved Turkish or English translation,

4) ☐ Original and notarized Turkish or English translation of transcripts approved by the High School Directorate showing the courses and grades taken by the candidates in high school,

5) ☐ The original document of the results of the foreign exams announced by Istanbul Commerce University. (SAT1, ABİTUR, GCE, IB …)

6) ☐ Students who will register for courses; **for those whose departments are taught in Turkish**, are required to submit B2 and above exam results (other Turkish language exams recognized by TÖMER, UTS or YÖK), or pass the placement test which is held bu university (those who do not have Turkish language certificate must submit this document within one year at the latest).
For those whose departments are taught in English in 100% or 30%; students are required to submit an **internationally recognized** English Examination Certificate (TOEFL IBT = 72 validity period 2 years), (YDS = 60 validity period 3 years), (FCE = C indefinite period), (PTE Academic = 55 validity period 2 years), or they must submit the original or notarized copy of the document showing that they have passed the Proficiency Exam held by İstanbul Ticaret University. Those who do not have an English language certificate are required to take the English Proficiency Exam held by Istanbul Commerce University English Preparatory School. Students who get the required score from the proficiency exam can enroll in courses, otherwise they must attend English Preparatory School.

7) ☐ Notarized copy of the pages showing the official identity or identification information of the passport,

8) ☐ Original (temporary) Certificate of equivalence issued by the Ministry of Education or Turkish embassys showing that the obtained high school diploma is equivalent to diplomas obtained from Turkish high schools

9) ☐ Bank receipt of tuition fee,

10) ☐ Photocopy of residence permit, **(Those who do not have a permit are required to submit it to the Department of Student Affairs and the International Office as soon as possible..)**

11) ☐ 2 passport photos (taken in the last 6 months)

12) ☐ Click here for student information form.

13) ☐ Click here for information sharing form.

14) ☐ Click here for the permission form for the protection of personal data.

IMPORTANT INFORMATIONS:

1- **Each time the residence permit validity is extended, a copy of the residence permit must be submitted to the Student Affairs Office and the International Office.**

2- **Please contact the International Office for the documents required to apply to the Provincial Migration Administration.**

3- **Criteria for the cancellation of the Board of Trustees Scholarship**

   a. **If the student is in compulsory preparation class, the scholarship is canceled after 2 years (IA, BZ).**
   b. **If the GPA falls below 2.00 at the end of the 2nd year in the license, it is discontinued.**

I have read and understood the information about the above mentioned scholarship cessation and the information / documents I have submitted about my registration are incomplete, error, inaccuracy, etc. In the event that there is an untrue situation in the content of the information / documents, diplomas and transcripts I submit, my registration will be deleted, I will not make any claims in this regard, I will not object to the legal proceedings that may be initiated and I have waived all my legal rights. I declare and undertake..

Student Name and Surname :……

Date :……

Signature :……