

## HACETTEPE UNIVERSITY

### DIRECTIVE ON THE APPLICATION AND ADMISSION OF INTERNATIONAL STUDENTS TO ASSOCIATE AND UNDERGRADUATE DEGREE PROGRAMS

#### Legal Basis

**Article 1** This directive establishes international student admission criteria within “Rules for International Student Admission” prepared pursuant to the decision taken by Higher Education Council dated on 16.07.2014.

#### Aim and Scope

**Article 2** Aim of this directive is to determine the application, admission and registration criteria regarding international student admission process in line with the quotas allocated to the departments and programs of Hacettepe University Faculties and Vocational Schools.

#### Quotas and Application

##### Article 3

##### a) Quota

Following the determination of quotas in line with the exam results / diplomas specified, Faculties and Vocational Schools submit them for the approval of the University Senate. International student quotas may not exceed 35% of the quotas specified in OSYM Guidelines for Higher Education Programs and Quotas.

##### b) Application

1. Applicants who are studying the final year of secondary education or have already graduated, and are eligible for application in accordance with the Rules for International Student Admission of Higher Education Council, may directly apply to Hacettepe University; with the provision of holding one of the exam results / diplomas accepted by Hacettepe University.
2. All the necessary information about the application dates and instructions on how to apply are announced on the website of Hacettepe University. Applications are made via the link on the website of Student Affairs Office activated within application period. The candidate must submit the required documents to Student Affairs Office through mail service or in person. Applications of those who fail to submit the documents within due dates or do not meet the criteria are considered invalid.
3. Candidates can make a maximum of 3 choices among the available programs/departments.

##### c) Accepted exam results / diplomas and minimum scores

##### 1.

	Name of the exam / diploma	Terms
Name of the Exam	a) SAT (Scholastic Aptitude Test)	1. For the exams held before March 2016; a minimum total score of 1200 from Mathematics and Critical Reading sections

		2. For the exams held after March 2016; a minimum total score of 1200 from Mathematics and Evidence-Based Reading and Writing sections
	<b>b) ACT (American College Testing)</b>	Minimum of 25 points as “Composite Score”
Name of the Diploma	<b>a) GCE A Level: (General Certificate of Education)</b>	Provided that the average grade is C in minimum; at least 3 A-Level; or 2 A-Level and 1 AS-Level scores (AS-Level subject must be different from A-Levels) from relevant subjects
	<b>b) International Baccalaureate (IB):</b>	A minimum score of 33, with one of the subjects being relevant to the program applied
	<b>c) French Baccalaureate:</b>	A minimum score of 14 in the stream relevant to the program applied
	<b>d) ABITUR (Germany):</b>	A maximum score of 2, one of the subjects being relevant to the program applied
	<b>e) Pishdanesgahi (Iran):</b>	A minimum score of 18

To apply programs or departments requiring aptitude test; such as Conservatory or Faculty of Sports Sciences, candidates must be holding a minimum score from one of the abovementioned exam results / diplomas. Quotas, procedures and criteria for such programs are determined by the related Faculty and the application and admission process is also conducted by these Faculties.

Validity periods of SAT and ACT are two years as from the date of the exam. GCE, IB, French Baccalaureate, ABITUR and Pishdanesgahi are not subject to a period of validity.

## Commission and Evaluation of Applications

### Article 4

a) **Commission for International Student Admission:** A commission assigned by the Rector and consisting of Faculty representatives determine the eligibility of international student candidates and evaluate the applications through interviews with the applicants.

**b) Evaluation of Applications:**

1. Applications are evaluated under the condition that the number of admitted students from a nationality shall not exceed the 20% of the overall quota

2. Eligible applications are taken into evaluation by the Commission for International Student Admission, and candidates are placed to programs in line with the quotas specified.
3. Following the registration dates, in the event of still having available quotas, possibility of an additional placement is settled through an official decision by the Rector.

### **Announcement of results**

**Article 5 – (1)** Results are announced on the website of Hacettepe University Student Affairs Office and stays on the website until the deadline of registrations

**(2)** Hacettepe University sends acceptance letters to admitted students for the purpose of visa or scholarship applications etc.

### **Financial Aid**

**Article 6** All expenses (accommodation, food, educational materials and personal expenses etc.) to be covered during the education period are under the responsibility of students.

### **Registering**

#### **Article 7**

- a) Every year, registrations are held on the date and place announced by Student Affairs Office. Candidates who fail to fulfill the registration process or submit necessary documents forfeit their right to register.
- b) In the event that submitted documents are in a language other than Turkish or English, the original document must be accompanied by its certified translation by a sworn translator.

### **Education and Learning**

#### **Article 8 – Turkish Preparatory Class**

- a) For students who have been admitted to departments with total medium of instruction in a foreign language are not required a Turkish Proficiency Certificate. However, in cases where Turkish language is needed within the program, the requirement for a Turkish proficiency is decided by the related academic unit and HÜ-TÖMER together. Turkish proficiency levels of the programs are decided by HÜ-TÖMER. Besides, in decisions regarding the students of “Turkey Scholarship Program” and other international scholarship/bursary programs, rules of the program for language requirements are taken into consideration.
- b) Turkish proficiency levels of students who are admitted to departments with medium of instruction being totally or partially in Turkish language and are unable to submit any document regarding their Turkish proficiencies shall be determined by means of an exam held by HÜ-TÖMER. Minimum pass grade of the exam is C1. Those who achieve C1 and above from the exam are able to register to the 1<sup>st</sup> year 1<sup>st</sup> semester of their departments. They are also obliged to take Turkish courses assigned and provided by HÜ-TÖMER, while they are pursuing their studies at the department.

Students who cannot achieve the minimum pass grade in Turkish Proficiency Test are registered to Turkish Preparatory Class before commencing their studies at the department. At the end of a year, in the event that the student achieves the pass grade from the proficiency test or from another exam whose equivalency is recognized by the Senate, they are not obliged to study Turkish Preparatory anymore.

### **General Provisions**

**Article 9** Hacettepe University is entitled to make amendments on the exams, their minimum scores and application-admission implementations provided that the announcements will be updated accordingly. The University is also entitled to conduct its own exam to be used during admissions; as well as the authority to use exam results of other universities.

**Article 10** On the issues that are not specified in this directive; International Students of Hacettepe University are applied the decisions of Higher Education Council in cases regarding application/admission process; and “Hacettepe University Academic and Exam Regulation for Associate & Undergraduate Programs and Summer Term” and “Hacettepe University Foreign Language Preparatory Class Academic and Exam Regulation” in cases regarding education and learning.

### **Annulled Directive**

**Article 11** Hacettepe University Directive on the Application and Admission of International Students to Associate and Undergraduate Programs adopted by the decision of the Senate on the date 20.03.2013 (Decision No: 2013-125) is hereby annulled.

### **Enforcement**

**Article 12** This directive shall enter into force upon its approval by the University Senate

### **Implementation**

**Article 13** This directive is implemented by the Rector of Hacettepe University.