

HACETTEPE UNIVERSITY
Directive for
Application and Registration Admission of Foreign Students

Basis

Article 1- This directive has been prepared in order to determine the admission criteria of foreign students to Hacettepe University in accordance with the letter of the Council of Higher Education dated 27.01.2010 with no. 384-3270 and in the scope of the guidelines for admission of foreign students stated in its letter with the same date and with no. 383 – 3269.

Object and Scope

Article 2- In the scope of the guidelines for admission of foreign students to be applied as of 2010-2011 Academic Year, object of this Directive is to determine registration and admission conditions regarding the applications of the foreign student applicants within the quota allocated to departments and programs of the Faculties and Higher Schools of our University.

General Terms

Article 3 – (1) On condition that the applicants are final year high school students or high school graduates;

b) Foreign nationals,

b) Those who had Turkish citizenship at birth and got the certificate of renunciation of citizenship of Turkey from Turkish Ministry of Interior and who document that they have a document about using the rights given by the Law no.5203 obtained by underage children registered on certificate of renunciation of citizenship can apply to be admitted as foreign students.

(2) Applications of the applicants;

a) who are citizens of the Republic of Turkey or Turkish Republic of Northern Cyprus, who have dual citizenships one of which is the Republic of Turkey or Turkish Republic of Northern Cyprus,

b) who completed their high school education in Turkey or Turkish Republic of Northern Cyprus if they renounce their Turkish Republic or Turkish Republic of Northern Cyprus nationality while they have dual nationality as of 2011,

c) who were dismissed from a higher education institution in Turkey due to disciplinary action will not be accepted.

Application

Article 4 – (1) Explanations about the applications are announced on the webpage of our University in May. Applications are made to Registrar's Office by sending mail or in person between the stated dates. Applications of the applicants, who don't submit the required documents or whose documents don't reach by mail within the application period and who cannot document that they meet the requirements, aren't taken into consideration. Examination or diploma scores of the applicants must meet the minimum score required for the application determined for that type of examination or diploma.

(2) Application form consists of five parts:

I. Personal Data of the Applicant: The applicant declares his/her personal information by filling in the related fields.

II. High School Graduation Data of the Applicant: The applicant fills his/her High School information in the related fields.

III. Preferred Programs: Programs to which the applicant wishes to be placed at Hacettepe University. The applicant declares his/her three preferences in order of preference by filling in this part.

IV. Examination Results: The part that the applicant declares the type of the exam and his/her score to be used for the application. Only one type of exam and one score can be written in that part. The applicants having more than one exam result will write the score which they want to be used during the evaluation. The admitted exam types and required minimum scores are given below.

V. Declaration and Undertaking: Applicant's signature declaring that the information he/she stated in the Application Form are correct and undertaking that his/her application will be deemed as invalid and that he/she will waive his/her acquired rights unless he/she cannot provide the originals of required documents.

(3) Examination results admitted in the application:

- d) For placement to our University, results of YÖS, SAT, GCE (General Certificate Examination), ACT, TAWJIHI, INTERNATIONAL BACCALAUREATE, SYRIA BACCALAUREATE (AL-SHAHADA-AL-THANAWIYYA), BACCALAUREAT LIBANAIS, GAOKAO (People's Republic Of China University Entrance Exam) and INTERNATIONAL SCIENCE OLYMPICS which are recognized and participated by the Scientific and Technological Research Council of Turkey (TUBITAK) are taken into consideration. Turkish Test scores aren't taken into consideration for placement regarding the applications which are made according to the results of the Examination for Foreign Students (YÖS).
- e) The exams, having the status of high school graduation exam (GCE, International Baccalaureate, Tawjihi etc.) out of the above-mentioned exams to be used for the evaluation of the applicants, doesn't have a validity limit. However, the ones having the status of university entrance exam (SAT, YÖS, Gaokao etc.) are valid for two years beginning from the date of taking the exam.
- f) In order to apply to the departments / programs admitting students according to Special Skills Examination, the applicant must obtain the minimum valid score determined for the exam type out of any one of the exam types required for other departments. The applicants must apply to the related Faculty / Higher Education School in order to get information about quotas, processes to be applied and required conditions of these programs.

(4) Documents required for the application:

1- Application Form for Admission of Foreign Students: It can be accessed on the webpage of our University. (This form must be downloaded, filled in on computer, printed out and signed.)

2-High School Diploma: Notary approved copy of the high school diploma (must be in English or Turkish)

NOTE: "Equivalency Certificate" will be requested at the time of registration.

"Equivalency Certificate" indicates that the applicants' high school diplomas are equivalent to the diplomas of Turkish high schools and it can be taken from Republic of Turkey Ministry of National Education or Turkish Embassy/Consulate in their own countries.

3- Receipt indicating that the application fee determined by the University Administrative Committee was paid to the announced bank account.

4- Examination Result: Original or approved copy of the examination result (YÖS, SAT, GCE, ACT, TAWJIHI, BACCALAUREAT LIBANAIS etc.) to be used for the application.

NOTE: It is enough to submit any one of the below examination results during the application.

The exam types and minimum scores required for applying to the Faculties and Higher Schools are given below.

- **YÖS (The Examination for Foreign Students):** From the Basic Learning Skills Test

(a) For Faculty of Medicine and Dentistry, a score of 70 and above, (for the year 2010 YÖS result, a score of 67 and above)

(b) For Faculty of Pharmacy and Health Sciences, a score of 60 and above,

(c) For Faculty of Engineering and Science, a score of 50 and above,

(d) For other Faculties and Higher Schools, a score of 45 and above.

- **SAT:** At least 1100 total score and at least 600 Mathematics score,

- **GCE:** On condition that the average is at least grade C;

a) For Faculties of Medicine, Dentistry, Pharmacy, Health Sciences, grade A in Mathematics (Advanced level), grade A in any two of Physics, Chemistry and Biology and O-grade in 2 subjects. (O-grade or IGCSE),

b) For Faculty of Engineering, for Computer, Electrical and Electronic, Chemical, Industrial and Automotive Engineering Departments, grade A in Mathematics, Physics and Chemistry and O-grade in 2 subjects. (O-grade or IGCSE),

c) For other departments accepting students according to MF scores, grade A in Mathematics and Physics and grade A in any other subject and O-grade in 2 subjects.(O-grade or IGCSE),

d) For departments accepting students according to TM and YGS scores, grade A in Mathematics and grade A in any other 2 subjects and O-grade in 1 subject. (O-grade or IGCSE),

e) For departments accepting students according to TS and Language scores, obtaining grade A in minimum 3 courses, one of which must be in the applicant's subject.

NOTE: (2 AS (Advanced Subsidiary) grade is accepted as equal to grade 1 A.)

- **ACT:** A score 24 and above.

- **TAWJİHİ:**

- a) For Faculties of Medicine, Dentistry, Pharmacy, Health Sciences and Engineering (Computer, Electrical and Electronic, Chemical, Industrial and Automotive Engineering), a score of 90 and above in the Scientific Stream,
- b) For other departments accepting students according to MF scores, a score of 85 and above in the Scientific Stream,
- c) For departments accepting students according to TM and YGS scores, a score of 85 and above in the Industrial or Commercial Stream.
- d) For departments accepting students according to TS and Language scores, a score of 85 and above in the Literary Stream.

- **BACCALAUREAT LIBANAIS:** Applicants whose diploma scores are minimum 15 in Science branch (Scientific Stream),

- **INTERNATIONAL BACCALAUREAT:** A diploma score of 30 and above in 4 groups one of which must be in the subject applied to.

- **SYRIA BACCALAUREATE (AL-SHAHADA-AL-THANAWİYYA):**

- a) For Faculties of Medicine, Dentistry and Pharmacy, Health Sciences, a score of 216 and above in the Scientific Stream,
- b) For other MF, TM, YGS scores, a score of 200 and above in the Scientific Stream,
- c) For departments accepting students according to TS and Language scores, a score of 185 and above in the Literary Stream.

- **GAOKAO** (People's Republic of China University Entrance Exam): A score of 500 and above in the program applied,

- **INTERNATIONAL SCIENCE OLYMPICS:** Gold, silver or bronze medals in the international science olympics which are recognized and participated by TUBITAK (The Scientific and Technological Research Council of Turkey).

5- Copy of the passport page showing the applicant's photo and identity information,

6- 2 passport photographs,

(5) Applications / placement processes of the applicants will be deemed as invalid in case of any missing or incorrect information on the application documents and in case of inadequate information or missing signature on the Application Form.

Application Address:

Hacettepe Üniversitesi (Hacettepe University)
Öğrenci İşleri Daire Başkanlığı (Registrar's Office)
Sıhhiye / ANKARA

Evaluation of the applications

Article 5- (1) Evaluation of the applications and placement of the applicants are in the discretion of Hacettepe University. Applications of the applicants who obtain scores below the score determined by the Faculties and Higher Schools in any one of the exams valid for the application and applications of the applicants who don't meet other requirements for application will not be evaluated. The applications will be evaluated in the way determined by the University Management on condition that number of the placements of the same nationality doesn't outnumber 20% of the total quota.

(2) The applications to the programs that admit students according to Special Skills Examination are evaluated in accordance with the criteria in the directives for special skills examination.

(3) Additional placement will not be made at all to the quotas that remain vacant after the placement process.

Announcement of the results

Article 6 - (1) The results are announced on the webpage of Registrar's Office of Hacettepe University during the registration period.

(2) An acceptance letter is sent by Hacettepe University to the applicant admitted to our University. The applicants must get an "Education Visa" by applying together with this letter to Turkish Embassy in their countries (or the nearest Turkish Embassy). This visa is mandatory for entering Turkey and registering to university.

Financial guarantee

Article 7 - The applicants who are admitted to our University have to prove that they have financial guarantee for the tuition fee to be paid to the University and for maintaining their lives in Turkey (dormitory, food, book-stationery and personal needs) during their education period.

Registration

Article 8 - (1) Registrations are made at the place announced by the Registrar's Office every year on the same date with registrations of other students and within the registration period of our University stated in academic calendar.

(2) Documents required for registration:

- 1-"Equivalency Certificate" taken from Turkish Embassy or Consulate in their countries indicating that high school diploma is equivalent to the diplomas of Turkish high schools,
- 2-Original copy of the high school diploma approved by Turkish Embassy or Consulate in their countries,
- 3-Original copy of the examination result document approved by Turkish Embassy or Consulate in their countries,
- 4-Copy of identity card or passport's page showing identity information, approved by Turkish Embassy or Consulate in their countries,
- 5-Bank receipt proving that the tuition fee was paid (the amount is determined by the Council of Ministers every year before education begins.)
- 6-"Education Visa" to be obtained from Turkish Embassy in their countries,
- 7-Original copy of Foreign Language – Turkish proficiency certificate, which has an international validity, approved by Turkish Embassy or Consulate in their countries,
- 8-10 passport photographs.
- 9- Document proving the existence of compulsory health insurance for 1 year.

10-A document stating that the applicant has the financial guarantee amount determined by the University Administrative Committee for the related academic year, with regard to the applicant's financial condition's eligibility for continuing higher education in our country.

11- Registration – Admission declaration document.

Education

Article 9 - Turkish Preparation:

(c) Turkish Proficiency is not required for the students placed to departments/programs educating in completely foreign language (except Literature Faculty and Education Faculty Departments / Programs). However, Turkish must be known at the level to complete the Turkish classes which exist compulsorily in the academic program.

(d) Turkish levels of the applicants, who applied with their YÖS results having an insufficient Turkish level (grade C) and who applied with other exam results to the departments/programs educating in Turkish and partially foreign language, will be determined according to Turkish proficiency examination result to be held by our University Language Teaching Application and Research Center (HÜDİL). Passing grade in the proficiency exam is C1. In this exam;

Those obtaining grades A1 and A2 (or YÖS Turkish Level A): Proficient in Turkish. They can begin education. They have to attend compulsory common Turkish Language classes together with Turkish students.

Those obtaining grades B1, B2 or C1 (or YÖS Turkish Level B): Their Turkish can be sufficient in a short time. While continuing Higher Education, they are obliged to improve their Turkish language and attend courses which are determined by HÜDİL and opened for Foreign students.

The students, who cannot obtain in Turkish Proficiency Examination the score determined by the Board of Directors of Hacettepe University Language Teaching Application and Research Center (HÜDİL), are accepted to Turkish preparation programs or are considered on leave for one year in order to learn Turkish. By the end of this period, if the students who are considered on leave obtain successfully a score at a level accepted by the Senate in proficiency examination or in one of the exams that the Senate accepts its equivalency, their Turkish Preparation obligations will be removed.

Article 10 - The foreign students admitted to our University must pay the tuition fee and renew their health insurances in the beginning of every academic year within the period indicated in the academic calendar. Otherwise, these students will be dismissed from University.

Article 11 - Hacettepe University can make changes related to exams having the status of University entrance exam and of high school graduation or related to minimum valid scores to be used in the evaluation of application so as to reflect current developments.

Article 12 - Foreign students who have the right to receive education at our University are subject to the provisions of the Council of Higher Education Decisions about application / placement processes; to “Hacettepe University Regulation for Associate’s Degree, Bachelor’s Degree and Summer Term Education and Examination” about education and “Hacettepe University Regulation for Foreign Language Preparation Education and Examination” which were not mentioned in this Directive.

Entering into force

Article 13 - This Directive enters into force by the decision of University Senate.

Execution

Article 14 - This Directive is executed by the Rector of Hacettepe University.