

PAMUKKALE UNIVERSITY
INSTRUCTIONS ON ADMISSION AND ENROLMENT
OF STUDENTS FROM ABROAD

PART ONE

Purpose, Scope, Grounds and Definitions

Purpose

CLAUSE 1 – (1) The purpose of these instructions is to define the conditions of student admissions from abroad to the foundation and undergraduate programmes of the Pamukkale University.

CLAUSE 2 – (2) These instructions involve the provisions to be applied to the candidates that apply within the quota of students from abroad to be admitted to the foundation and undergraduate programmes of the Pamukkale University.

Grounds

CLAUSE 3 – (3) These instructions have been prepared on the bases of the Rudiments on Student Admission from Abroad admitted and agreed on at the General Committee of Higher Education meeting on 21/01/2010, after which some of the articles have been amended.

Definitions

CLAUSE 4 – (4) In these Instructions:

- a) T.C. refers to the Republic of Turkey,
- b) KKTC refers to Turkish Republic of Northern Cyprus,
- c) Senate refers to the Pamukkale University Senate,
- d) University refers to the Pamukkale University,
- e) Centre refers to the directorate of the centre that gives the students from abroad the Turkish proficiency test and Turkish language education,
- f) Administrative Board refers to the University Administrative Board,
- g) YDYO refers to the School of Foreign Languages,
- h) YDS refers to the Foreign Language test applied by ÖSYM (Student Selection and Placement Centre),
- i) KPDS refers to the Examination of Foreign Language Proficiency of State Employees,
- j) ÜDS refers to the Inter-University Foreign Language Examination applied by ÖSYM,
- k) PAÜYÖS refers to the Pamukkale University Foreign Student Examination.

Foreign Students Coordinatorship

CLAUSE 5 – (1) The operations below are carried out by the Foreign Students Coordinatorship affiliated to the Rectorate.

- a) The preparation of the list of candidates to take the examination and pre-assessment of the candidates who apply to the PAÜYÖS.

- b) The pre-assessment and placement of the candidates who apply to the foreign student status.
- c) Counselling services of the students who currently pursue their education or who will enrol to the programmes.
- d) Preparation of introductory brochures, catalogues and documents for students from abroad to help them select our University through a collaborative work with the Press and Public Relations Unit of the University.
- e) To introduce the University, organizing activities and participating in international education fairs abroad.

Foreign Students Admission Commission

CLAUSE 6 – (1) To consider the applications of the foreign students to be admitted, a commission of five (5) members is suggested by the Foreign Students Coordinatorship under the responsibility of the Rector or one of the Vice Rectors authorised by the Rector.

PAÜYÖS Examination Commission

CLAUSE 7 – (1) To hold an examination to admit the students from abroad, a commission of five (5) members is suggested by the Foreign Students Coordinatorship under the responsibility of the Rector or one of the Vice Rectors authorised by the Rector.

PART TWO

Application, Required Documents, Evaluation, Education and Training Conditions and Enrolment

Terms of Application

CLAUSE 8 –

(1) Candidates Who Can Apply: On condition that they are graduates of a high school or currently study in the final year of a high school;

- a) Foreign nationals,
- b) Turkish citizens by birth who hold a permission to cease citizenship given by the Ministry of Internal Affairs and their under age children registered in their declaration of alienage as long as they hold a Certificate of the Usage of Given Rights given in accordance with the Turkish Citizenship Law,

- c) Those who hold an acquired Turkish citizenship while they have foreign nationality or those who hold a dual citizenship,

- d) 1 – Among the Turkish citizens who started their high school education abroad before 01.02.2013, those who completed the final three years of their high school education in a foreign country except for the Turkish Republic of Northern Cyprus (including those who completed all of their high school education in a school in the care of Ministry of Education in a foreign country other than the Turkish Republic of Northern Cyprus),

- d) 2 – To the foreign student quota for those who started their high school education before 01.02.2013, those who complete their high school education in a foreign country other than the Turkish Republic of Northern Cyprus can apply (including those who completed all of their high school education in a school in the care of Ministry of Education in a foreign country other than the Turkish Republic of Northern Cyprus),

- e) Among the nationals of the Turkish Republic of Northern Cyprus, those who reside in the Turkish Republic of Northern Cyprus and hold GCE AL exam results and those

who enrolled and studied in high schools and colleges between 2005-2010 in other countries and hold or will hold GCE AL exam results.

(2) Candidates Who Cannot Apply:

a) The Turkish nationals who have completed their high school education in Turkey or in the Turkish Republic of Northern Cyprus,

b) The Turkish Republic of Northern Cyprus nationals (excluding those completed all of their high school education in the Turkish Republic of Northern Cyprus holding GCE AL exam results and those who those who enrolled and studied in high schools and colleges between 2005-2010 in other countries and hold or will hold GCE AL exam results.)

c) Apart from those who comply with the terms in the sub clauses (d-1) and (d-2) of the first clause, the ones with dual nationality whose first nationality is Turkish as defined in the sub clause (b) of the first clause,

d) Those with dual nationality one of which is the nationality of the Turkish Republic of Northern Cyprus (excluding those completed all of their high school education in the Turkish Republic of Northern Cyprus holding GCE AL exam results and those who those who enrolled and studied in high schools and colleges between 2005-2010 in other countries and hold or will hold GCE AL exam results.)

e) Turkish nationals studying in the foreign high schools in Turkey and in the high schools within embassies in Turkey or those with dual nationalities whose first nationality is Turkish complying with the terms defined in the sub clause (b) of the first clause.

Determination of the Quota and Applications

CLAUSE 9 – (1)

a) Foreign student quotas, that must not be more than the 50 % of the previous year's quotas for the programmes in Student Selection and Placement System's Higher Education and Quotas Guide are determined by the Senate and reported to YÖK (The Council of Higher Education).

b) The quotas, the explanations for applications and application dates are announced on the university web site.

c) The applications are made within the determined dates by uploading the following required documents through the online application form on the university website:

1. Foreign Student Application Form
2. Passport or ID card
3. A copy of the Notarised Turkish translation of the high school diploma or an education certificate of high school level. (For the students that continue their education at the time of the application, their education status must be certified by their school.)
4. The original or approved copy of the examination result.
5. The applications are processed by the Foreign Students Admission Commission.
6. The application of the candidates who do not comply with the terms of application and/or those who do not have any of the required documents within the application dates is not processed.

Pamukkale University Foreign Student Selection Examination (PAÜYÖS)

CLAUSE 10 – (1)

- a) Pamukkale University Foreign Student Selection Examination (PAÜYÖS) is organised by PAÜYÖS Exam Commission for the students whose applications are admitted and entitled to take the exam.

- b) PAÜYÖS is organised on a date specified in the academic calendar.
- c) The results of PAÜYÖS are valid for one year.
- d) Determination of the examination halls, preparation of the exam materials, organization and finalization of the exam are all carried out by the PAÜYÖS Exam Commission.
- e) PAÜYÖS Exam Results are announced on the website.
- f) The objections to the exam results should be made within the five (5) working days following the announcement of the exam results. The objections are processed and resolved by the related exam committee. The objections to the exam results are made in writing to the commission or via e-mail to foreignstudent@pau.edu.tr

Selections

CLAUSE 11 – (1)

- a) In order to be placed in a programme, the candidates who got at least 40 points at PAÜYÖS and the minimum point at other exams approved by the YÖK (Higher Education Council) and shown in Attachment-1 can make their selections.
- b) The candidates make their selections within the indicated dates. The candidates who do not make their selection within the indicated periods are not placed in the programmes.
- c) The candidates can select more than three programmes that provide a diploma at Pamukkale University.

Assessment of the Selections

CLAUSE 12 – (1)

- a) The assessment of the selections by the candidates that apply to the foreign student quotas are carried out according to the results of PÜYÖS held by the University and the exams indicated in Attachment-1 approved by YÖK. The results are ordered beginning from the highest to the lowest and candidates are placed in accordance with their selections and the results are finalised by the University Administrative Board. The exams are not compulsory for candidates who won a gold, silver or a bronze medal in the international science Olympics recognised by TÜBİTAK (The Scientific and Technological Research Council of Turkey). The gold medal winners at the international science Olympics recognised by TÜBİTAK are given 90 points out of a 100; silver medal winners are given 80 points out of 100 and bronze medal winners are given 70 point out of 100 and are assessed accordingly.
- b) The exams to finish the high schools are valid for life, but the exams to enrol at a university are valid for two (2) years.
- c) The results of the YÖS exams held by other universities in Turkey are valid for one (1) year.
- d) Complying with the terms of application does not ensure admission.
- e) The selections of the candidates who do not comply with the terms of application are not assessed.
- f) The candidates who apply to the department that admit students through special talent exam are required to be successful at the Special Talent Exams held at our University in addition to the general terms indicated above; and the applications

are assessed according to the criteria in the Special Talent Exam application, enrolment and admission instructions of the related faculty or high school.

- g) The candidates who apply to the departments in which the language of education is a foreign language are required to be successful in the proficiency exam held by the Directorate of the School of Foreign Languages in addition to the general terms indicated above. However, those who hold a sufficient proficiency at YDS, ÜDS, KPDS or at any other international exams recognised as equivalent by YÖK are exempt from the Foreign Language proficiency test.
- h) The students enrolled in the departments with a compulsory foreign language prep class are required to comply with the Regulation on Rudiments to Comply in Education in a Foreign Language and Foreign Language Teaching at Higher Education Institutions. The proficiency exams for the foreign language prep classes and foreign language prep class education are carried out by the School of Foreign Languages.
- i) The candidates who consider to be placed in foundation or undergraduate degree programmes of the University apart from the application programmes to be announced every year may, if they wish, attend the Turkish and/or other foreign language courses organised by the university to improve their skills in Turkish and/or other foreign languages.

The Announcement of the Selection Results and Enrolment

CLAUSE 13 – (1)

- a) Placement results are announced as a statement until the end of the enrolment period on the university website (<http://www.pau.edu.tr/yurtdisi>). The final registrations are made in accordance with this announcement.
- b) Placement results are announced as major list and waiting list.
- c) An admission letter is written to the candidates who gain a right enrol.
- d) The students who made their exact registration cannot use their rights for registering as substitute students.
- e) The enrolments are carried out by the Registrar's Office between the indicated dates.

Required Documents for Registration

CLAUSE 14 – (1) The following documents are required for registration:

1. The original or notarised copy of the high school diploma or the education certificate of high school level.
2. The original copy of the diploma equivalency certificate.
3. The notarised Turkish translation of the passport with an education visa.
4. The bank receipt indicating that the registration fee is paid into the relevant bank account.
5. 6 (4.5 x 6 cm size) coloured passport photos.
6. If available, Turkish language proficiency certificate.
7. Foreign language proficiency certificate for those applying to the departments in foreign language education.
8. Official or notarised certificate indicating that the candidate has sufficient income to live in Turkey.
9. Health certificate.

10. Blue card photocopy from those holding a blue card (on condition that the original card is shown).
11. Detailed certificate of identity register copy from those with a dual citizenship.
12. The original copy of the PAÜYÖS or any other exam certificate.
13. For those wishing to study at Faculty of Medicine, Physiotherapy and Rehabilitation High School, Denizli Health High School, **a committee report** taken from a general government hospital that certifies that the candidate has no physical ailment or mental disorder that would create any obstacles during the education period or in professional life.

The Liabilities of the Foreign Students

CLAUSE 15 – (1) the foreign students coming to or living in Turkey in order to study are liable;

- a) To obtain required documents (such as YU number etc.) and carry out required procedures in accordance with the Turkish Laws,
- b) To inform the Foreign Students Coordinatorship any changes in their personal, marital and educational status within no more than 15 days,
- c) To obtain a new residence permit within no more than 15 days from the local police station after the expiry date of residence permit, in the event that they wish to extend their residence during the period of their education,
- d) To obtain a new one within no more than 15 days in case of the loss of passport or residence permit,
- e) To inform the local police authorities they have changed their place of residence within 48 hours in the event that they change their address or the status of education.

Turkish Language Proficiency Levels

CLAUSE 16 – (1) Turkish language proficiency levels are specified below.

C1 Level: Student is proficient in Turkish. He/She may begin to take classes.

B2 Level: Student can improve his/her Turkish in a short time. He/She may begin to take classes, but they have to improve their Turkish proficiency to C1 level before they graduate.

B1 Level: This level is sufficient to participate in classes, but students have to improve their Turkish proficiency to C1 level before they graduate.

A2 Level: Students are not proficient in Turkish. They are permitted for one year, they have to study Turkish in this period. They can participate in classes after they improved their Turkish proficiency to B1 level, but they have to improve their Turkish proficiency to C1 level before they graduate.

(2) Applicants have to document their Turkish proficiency levels. Applicants who can't document their Turkish proficiency levels, will take Turkish Proficiency Exam organised by the concerning center.

(3) Applicants, whose proficiency levels are B2, B1, A2 and A1, will take Turkish Proficiency Examination organised by the Center. Students who take at least 60(sixty) points out of 100(one hundred) points, will be regarded as successful. Students who failed this exam

and students who have to improve their Turkish level can participate in Turkish classes conducted by the Center. The timetable of the classes will be published in the website of the Center before the beginning of the academic year. Students , who prove successful in the proficiency examination that is taken after finishing the course, will be granted a Turkish Language Certificate, which marks their proficiency level.

(4) Students who fail the Turkish Proficiency Examination and Students whose proficiency levels are B2, B1, A2 and A1 can either participate in the Turkish course offered by the Center or apply for participation in the Turkish courses run by other pre-graduate and graduate schools, permission and approval of these requests are negotiated by Administrative Boards. At the end of this period of one year, students who acquire Turkish proficiency certificate of C1, B2 or B1 levels, have to present these certificates to the deanery/directorship of related faculty or pregraduate school. Students who can't present Turkish proficiency certificates of C1, B2 or B1 levels or students who fail the proficiency examination organised by the Center, can't register for the concerning program.

Health Expenses

CLAUSE 17 – (1) Students from abroad, who registered at the University, can benefit from the amenities of general health insurance by paying the insurance premiums, if they apply to the Social Security Institution, within three months after their registration.

Contribution/Education Fees

CLAUSE 18 – (1) Contribution/Education fees that students from abroad will pay, are determined by the Administrative Board in accordance with the decisions of Council of ministers.

General Rules

CLAUSE 19 – (1) Applications of the students who give false information or mislead the administration in the process of application, evaluation and registration will be regarded as invalid. Even if their registrations are already made, they will be cancelled. Against the persons who perpetrate criminal acts, legal proceedings will be commenced.

THIRD PART

Various and Final Rules

Incidents not handled by the directory

CLAUSE 20 – (1) For the incidents that are not handled by the directory, the regulations of University, concerning regulations published by YÖK and decisions of administrative council and Senate of Pamukkale University can be referred to.

Invalidated Directory

CLAUSE 21 – (1) ‘The Directory about the acceptance of the students from abroad’ that is accepted by the decision(no: 05/09, date: 07.05.2013) of Pamukkale University Senate was invalidated.

Validity

CLAUSE 22 – (1) This Directory is valid beginning with its approval by the Pamukkale University Senate.

Execution

MADDE 23 – (1) The rules specified in this directory are executed by Pamukkale University Rector.

SUPPLEMENT – 1

MINIMUM SCORES OF THE NATIONAL AND INTERNATIONAL EXAMINATIONS CONCERNING THE ACCEPTANCE OF THE STUDENTS FROM ABROAD

PAU YÖS Examination(Examination organised by Pamukkale University for the selection of the students from abroad)	At least 40 points,
Examinations for selection of students from abroad organised by other Graduate and Pre-graduate schools in Turkey	At least 40 points,
SAT(Scholastic Assessment Test)	For ‘math and ‘critical reading’ parts in SAT test, minimum 1000 points out of 1600 and at least 500 points out of 800 in ‘math’ test,
GCE(General Certificate Examination)	‘A Level’ grade in 2 subjects, and at least one of them should be concerning the applied program,
ACT(American College Testing)	At least 21 points in Mathematics(math) and science(science reasoning) fields,
ABITUR(German Bachelorship Examination)	At least 4 points,
IB International Baccalauéat(International Bachelorship Examination)	At least 28 points,
Italian Matura Examination	At least 40 points,
GAOKAO(Matriculation examination taken in Chinese Republic of People)	At least 480 points,
FRENCH BACCALAUREATE(French Bachelorship)	At least 12 points,
BACCALAUREAT LIBANAIS(Lebanon Bachelorship Examination)	At least 13 points,
KONKUR(National Matriculation Examination of Afghanistan)	At least 200 points,
TQDK(National Matriculation Examination of Azerbaijan)	At least 400 points,
ORT(National Matriculation Examination of Kirghizistan)	At least 150 points,
ENT(National Matriculation Examination of Kazakhstan)	At least 80 points,
TAWJIHI(Examination made in Jordan and Palestine)	At least 80 points,
AL-SHADADA-AL THANAW(Bachelorship Examination made in Syria)	At least %70 successful,
Tunisia Bachelorship	At least 10 points,
Yemen High-school Graduating examination	At least %70 successful,
Central Examination of Graduation in Egypt	At least %70 successful,
Saudi Arabia(TAWJIHI or KUDRAT Examination)	At least %70 successful,
Senegal Bachelorship	At least 10 points,

Lebanon Bachelorship(AL-SHAHADA-AL-THANAWİYYA)	At least 13 points,
Libya Bachelorship	At least %70 successful,
Indonesian UAN Examination	At least 40 points,
Iran(DİPLOME DEBİRESTAN OR PİŞDENAŞGAHİ)	At least 12 points,
Iraq(High-school Diploma Grade)	At least %70 successful,
In the event that student is successful in other exams, equivalences of which are approved by the University, these students will be evaluated as successful.	
For the countries and examinations not mentioned above, Commission of acceptance of foreign students will specify minimum points.	
The authority to increase the minimum points in the process of the selection of the department/program belongs to the Commission for the Acceptance of foreign students.	