

**KADIR HAS UNIVERSITY  
REGULATIONS FOR THE ACCEPTANCE OF FOREIGN STUDENTS  
INTO GRADUATE PROGRAMS**

**PART I  
Aims, Scope, Legality**

**Aims**

**ARTICLE 1** – The aim of these regulations is to state the terms of acceptance of foreign students into graduate degree programs in departments at Kadir Has University’s Graduate School of Social Sciences and the Graduate School of Science and Engineering.

**Scope**

**ARTICLE 2** - These regulations stipulate the conditions for class quotas, applications, as well as evaluation and acceptance of foreign students.

**Legality**

**ARTICLE 3** – (1) These regulations have been prepared in compliance with the laws of the related regulations issued by the Council of Higher Education and Kadir Has University.

**PART II  
Terms of Acceptance of Foreign Students**

**Quotas**

**ARTICLE 4** – (1) The programs and the number of students to be accepted are determined by the suggestion of the related discipline area directorate, the Institute Advisory Board’s decision, and the approval of the Senate.

**Conditions for applying**

**Article 5-** (1) In order to study in a graduate program of study, candidates must:  
Meet the requirements specified by the Council of Higher Education in its Principles Regarding Foreign Students.

b) Have graduated from an undergraduate or graduate program of study and hold an undergraduate/graduate diploma the equivalence of which has been recognized by the Council of Higher Education; students who are nearing graduation must submit an official letter from her/his university demonstrating their student status.

c) Students applying to Master’s programs must have a minimum GPA of 2.00/4.00 for their undergraduate studies. In application to PhD studies, if the candidate is applying with an undergraduate degree, he/she must have a minimum GPA of 3.00/4.00 for the undergraduate studies. Candidates must have a minimum GPA of 2.50/4.00 for Master’s degree studies when applying to PhD programs.

(2) Individuals who would like to apply for graduate programs at Kadir Has University must meet the following foreign language requirements:

a) Students who apply to graduate programs in English, other than those whose native language is English, must provide documentation of a minimum score of 78 on TOEFL-IBT or 65 from Foreign Language Exam (YDS). Students who do not have any of these scores must pass Kadir Has University’s English proficiency exam.

(b) Students who studied in countries where English is the native language, provided that they studied at schools to which citizens of these countries attend, and that they completed their secondary education at these schools are exempt from

c) Students who do not provide documentation of the abovementioned exams must supply documentation of an equivalent score from a similar exam approved by the Senate.

d) Students who apply to programs in English and meet all the application requirements but cannot provide documentation of the required foreign language score may attend the English preparatory year of the university for one academic year provided that they have paid the tuition fee. Students who do not successfully pass the English preparatory year are allowed to enroll again in the preparatory year for one additional year, provided that they have paid the tuition fee. Periods of study in the English preparatory school is not counted towards the total period of a graduate study program.

(3) Applicants whose native language is not Turkish and who will study in programs conducted in Turkish must complete a Turkish language course with a minimum score of 70 out of 100; such courses may be organized by Turkish foreign representative offices abroad, Turkish universities' Turkish learning centers, or KHÜ'S Turkish teaching unit. Alternatively, a candidate may obtain a minimum score of 70 over 100 or the equivalent in Turkish language exemption exams organized by such institutions as those mentioned above.

### **Scholarship Student Status**

**ARTICLE 6** – (1) Evaluation of applicants in graduate programs for which a scholarship will be awarded must be carried out in accordance with the terms of the Kadir Has University Graduate Scholarship Regulations.

### **Applications**

**ARTICLE 7** – Candidates must fill the application form on the related institute's website and apply to the related units of the University by the deadline announced on the academic calendar with the documents required in the 8<sup>th</sup> article of these Regulations.

### **Documents Required for Application**

**ARTICLE 8-** (1) The documents required for applications are as follows:

- a) Application form.
- b) Certified copy of the BA or Master's diploma or a document indicating completion of studies. Students nearing graduation must submit an official letter from their university demonstrating that they will graduate.
- c) Undergraduate transcripts for applicants of master's programs, and undergraduate and master's transcripts for applicants of doctorate programs.
- d) Copy of exam results of GRE (Graduate Record Examination), GMAT (Graduate Management Aptitude Test) or ALES (The Entrance Examination for Academic Personnel and Graduate Studies).
- e) Copy of passport.
- f) For programs conducted in Turkish, copy of Turkish proficiency document.
- g) For programs conducted in English, copy of English proficiency document.
- h) Any other documents indicated in the application form.

(2) Documents which are not originally in Turkish or English must be submitted as certified copies translated by either a Turkish consulate abroad or by a sworn translation office in Turkey.

## **Evaluation of Applications, Announcement of Results, and Registration**

**ARTICLE 9-** (1) Accepted applicants, who have submitted the necessary documentation as stated in Article 8 of these Regulations and have been accepted into a program of study, get notified via an acceptance letter delivered to the address indicated on the their application. To register, applicants must then take this acceptance letter to Kadir Has University's Student Affairs Office with the originals of the following documents by the deadline announced on the academic calendar:

a) Students accepted into master's programs must bring their undergraduate diploma, and students accepted into doctorate programs must bring their undergraduate or master's diplomas.

b) Undergraduate transcripts must be submitted for applicants accepted into master's programs, and undergraduate or master's transcripts must be submitted for those accepted into doctorate programs.

c) Original exam results of GRE (Graduate Record Examination), GMAT (Graduate Management Aptitude Test) or ALES (The Entrance Examination for Academic Personnel and Graduate Studies).

ç) For programs conducted in Turkish, original Turkish proficiency document.

d) For programs conducted in English, original English proficiency document.

e) Passport and approved Turkish translation.

f) Residence permit (to be submitted after it has been issued).

g) 3 photographs.

h) Receipt demonstrating that the tuition fee, which is annually specified by the University Administrative Board, has been paid; or, documentation of scholarship.

(2) With their acceptance letter, applicants must first obtain a student visa from a Turkish embassy or consulate in their home country or nearby country. Students must be in possession of this visa to enter Turkey and register at the university.

(3) Students who have been accepted into programs must submit the documents specified in Clause 1 of this Article; if these documents are not originally in Turkish or English, the applicant must submit, together with the originals, certified copies of these documents translated either by a Turkish consulate abroad or by a sworn translation office in Turkey.

## **PART III Final Provisions**

### **Financial Assurance**

**ARTICLE 10-** (1) Applicants must demonstrate that they have the economic means to pursue higher education in Turkey.

### **Date of Implementation**

**ARTICLE 10 -** (1) These regulations go into effect as of the date they were approved by the Kadir Has University Senate on June 20th, 2016.

### **Execution**

**ARTICLE 11 -** (1) The legal provisions of these regulations are executed by the Rector of Kadir Has University.

“This text is a translation of the original Turkish regulation, and is solely intended to provide information concerning that regulation. The terms, conditions and stipulations in the original Turkish-language regulation shall be legally binding if any disputes of meaning should arise.”