



DIRECTORATE OF STUDENT AFFAIRS

RESIDENCE PERMIT APPLICATION FOR INTERNATIONAL STUDENTS

International students registered to AYBU whose period of visa is about to expire must apply for **Residence Permit for Students**. In accordance with the rules and principles of *The Protocol for The Principles for the Collaboration for The Application for Residence Permit of International Students Registered at Higher Education Institutions Postdoctoral Researchers, Academics and Their Families* between General Directorate of Immigration Office and Council of Higher Education of Turkey, **the first residence permit application** of associate, bachelor, master and doctoral international students are carried out in cooperation with AYBU Directorate of Students Affairs. In the line with this,

1. International students newly registered to AYBU must apply electronically (from www.goc.gov.tr) after registration, within the visa or visa exemption period (this period is 10 days for students who enter the country with a residence permit conditional entry form).
2. The following documents must be prepared and submitted to the International Students Office within 30 days from the application date (applications with missing documents will not be accepted).
3. Candidates who do not complete their documents within this period have to personally submit their documents to the Provincial Immigration Administration.
4. The period of residence permit must be renewed/extended each year and the period of permit depends on the period of education of each student. It is the student responsibility not to exceed the date indicated on the residence permit in order not to have any problem.
5. There is no need for the students who obtain their residence permit to get visa during their entrance or exit to the country. The student must apply to the Immigration Administration as of the end of the period of residence/visa/conditional entry to the country.
 - ❖ In case of making an appointment within 10 days, the transactions are concluded without penalty.
 - ❖ In case of making an appointment within 90 days, the transactions are concluded with a penalty by taking a valid excuse.
 - ❖ If an appointment is made after 90 days, the application will be cancelled.

Please [click](#) for Residence Permit Application Form to apply for the extension of the period of residence permit.

The list of required documents for students who will apply for residence in Turkey for the first time,

- ❖ Application for Residence Permit Document. (To be obtained by <https://e-ikamet.goc.gov.tr/> address) The form must be filled in online, printed, signed and added to application file.
- ❖ Copy of passport (All pages and visa approval, if available).
- ❖ 4 biometric photos.
- ❖ Health Insurance
 - a) A signed and stamped document taken from Provincial Social Security Unit that shows that the owner can benefit from Health Services in Turkey in accordance with bilateral Social Security Contract,
 - b) A signed and stamped provision document obtained from Social Security Institution,
 - c) A signed and stamped document to have General Health Insurance (optional health insurance) for Social Security Institution,
 - d) Private Health Insurance (must include minimum assurance indicated on the notice for private health insurance dated May 10, 2016 and law number 16 for the demands for visa and residence permit application)
- ❖ Student Certificate and Residence Permit Information Form (must include period of study and possible graduation date.)
- ❖ Address Document (If the student stays at a dormitory, a signed and stamped document that confirms it and if the student stays at a flat, notarized rental contract.)
- ❖ Receipt for Residence Permit Fee
- ❖ Statement of Income (To be declared on Application Form)
- ❖ For those who are younger than 18, (starting with the date on which application is done on E-Residence System):
 - a) Birth Certificate (Apostil or approved by the consulate of the related country and Turkish Republic Ministry of Foreign Affairs and its notarized translation.)
 - b) Deed of Consent (Apostil or approved)

Important NOTES

- ❖ There is no need for Birth Certificate and Deed of Consent for those who arrive in Turkey with Student Visa and those younger than 18.
- ❖ All documents must be submitted in a full cover cardboard file. Provincial Immigration Administration does not accept applications that are not sent with a full cover cardboard file.
- ❖ On condition that the demanded procedures are not followed up, legal procedures are applied in accordance with Foreigners and International Protection Law with Law Number 6458.
- ❖ The address you declared during the application for residence permit must be true.
- ❖ Provincial Immigration Office must be informed about the changes in the name/surname, renewal of passport, change in the marital status, change in the address, and change in the department/program within 20 work days.
- ❖ If the student is transferred to another university in Ankara due to a change in the program, the existent residence permit remains valid only after Provincial Immigration Office is informed.

- ❖ If the student is transferred to AYBU from a university in another city in Turkey, the student has to do application to get a residence permit within 20 days.
- ❖ The residence permit document must remain clean. If it is lost, the student has to apply for Provincial Immigration Office without delay.
- ❖ The students who plan to stay in Turkey without being registered to any academic program at AYBU (for the reasons such as graduation ceremony or application for graduate programs) must do application for residence permit in accordance with the reason for stay before the period of stay in the existing residence permit is expired.
- ❖ AYBU informs Provincial Immigration Office concerning international students who are not registered to AYBU on time despite having the right to do so, the students who are discharged from AYBU for any reason, those who are not registered to the courses for the related semester or the grad students who complete their education.

Important Links

Please [click](#) for detailed information about the residence application process.

Please [click](#) for the Application Form.

Please [click](#) for Student Residence Permit (First Application) Video.

Please [click](#) for Student Residence Permit (Extension) Video.

Please [click](#) for the Student Residence Permit (Extension) Application Form of AYBU.

Please [click](#) for residence permit types.

You can also call "Foreigners Communication Centre (YIMER)" 157 for all your questions and problems.

Application Address

Ankara Yıldırım Beyazıt University
Directorate of Student Affairs
Etlik Milli İrade Yerleşkesi, A Blok,
Ayvalı Mah. Gazze Cad. No: 7 Etlik-Keçiören/ Ankara

Contact

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