

STUDENT RESIDENCE PERMIT APPLICATION PROCESS

NOTE: IMMIGRATION OFFICE IS A DIFFERENT ORGANIZATION. WE DO NOT ISSUE RESIDENCE PERMIT. WE ARE ONLY FORWARDING YOUR FILE TO IMMIGRATION OFFICE

You can start your resident permit application process by filling in the application form at <https://e-ikamet.goc.gov.tr>

Those arriving in Turkey with the aim of receiving higher education are firstly required to enroll at a university. Also in order to stay legally in Turkey. It is required to obtain a residence permit following the enrollment at a university

DOCUMENTS YOU NEED FOR RESIDENCE PERMIT APPLICATION

1)Application Form:This form is created by e-Residence system when residence permit is completed.The application form is printed out and signed by foreigner and/or legal representative.

2)Original copy and photocopy of the passport or travel document.Please note that you are also required to provide the photocopy of your passport and the stamped passport page of your last entry into Turkey.

3)Four photographs (It could be taken in the last 6 months,against a white background and biometric.)

4)Valid health insurance

5)Student Certificate (From Students Affairs)

6)Document showing your address information:It is very important that immigration office communicate with you.Because by this means you can have access to the rights and services in Turkey.So, the address and contact information that you state must be valid and correct.For your address information you are required to provide a document showing your address.(Rent, dormitory,pension, etc.) in Turkey clearly and correctly.Your resident permit will come your address where you have specified.

7)Residence permit card fee receipt:Amount of card fee is included in your residence permit application form you are required to add the receipt to your application documents after making your payment at the tax office or bank.**YOU CAN PAY RESIDENCE PERMIT CARD FEE VIA www.ivd.gib.gov.tr**

You must click Harç ve Değerli Kart Bedeli Ödeme,then again click Göç İdaresi İkamet Tezkeresi Harç Ödeme Final Step You must fill your online application number.

8)Your old residence permit card photocopy.(If you have it.)

YOU WILL RECEIVE AN SMS AND EMAIL, IF ANY PROBLEM OCCURRED DURING YOUR APPLICATION PROCESS AND WHEN YOUR APPLICATION IS ACCEPTED. ALSO, AN SMS WILL BE SENT WHEN YOUR APPLICATION IS ACCEPTED

WHAT SHOULD I DO FOR RESIDENCE PERMIT APPLICATION?

You can get detailed information from the informative videos at www.goc.gov.tr about how you can apply for a residence permit and you can call **157 (Communication Center of Foreigners)**

1)You can get information regarding the documents which you are required to submit after filling in the information of e-Residence system, from **YİMER 157 (YOU CAN CALL THIS NUMBER)** or you can write email istanbul.duzenli.goc.gov.tr.

2)You are required to submit the documents above to the relevant until of your university till the date notified to you during enrollment at university. In cases where there is a missing document shall not be received by the international office.

3)Documents to be submitted to the university shall be submitted to Provincial Directorate of Migration Management may request additional information and documents in case of a need during evaluation process. For this reason, it is of great importance that you state your own contact information. Also, during this time, it is also very important that you do not credit any person or institution other than the personnel of Provincial Directorate of Migration Management and university so that procedures are carried out properly.

4)The residence permit document which will be issued to your name by General Directorate of Migration Management will be delivered to the address you have specified or your university after your residence permit process is completed. Your residence permit document will be delivered to the address you have specified via PTT. When your residence permit document is out for distribution, an informative text message will be sent to the telephone number you have submitted.

WHEN YOU MAKE YOUR APPLICATION IF YOU ARE OUTSIDE OF THE TURKEY, YOUR APPLICATION WON'T BE APPROVED.

ANY OTHER PERSON CAN NOT MAKE APPLICATION ON BEHALF OF YOURSELF.

PROCESS OF APPLICATION APPROVAL CAN TAKE 1-2 MONTHS.

WHEN YOU RECEIVE RESIDENCE PERMIT CARD, KINDLY SEND BOTH SIDE OF YOUR RESIDENT PERMIT CARD TO acagdas@yeditepe.edu.tr and int@yeditepe.edu.tr.