

T. R.
KARABÜK UNIVERSITY
INTERNATIONAL STUDENT CANDIDATES'
DIRECTIVE OF ACCEPTANCE TO POSTGRADUATE PROGRAMS

THE FIRST PART
Aim, Range, Basis and Definitions

Aim

ARTICLE-1

- (1) The aim of this directive is to organize international student candidates' application, acceptance and registration conditions to postgraduate programs at Karabük University.

Range

ARTICLE-2

- (1) This directive contains the process of application, acceptance and registration about international students' admittance to postgraduate programs at Karabük University.

Basis

ARTICLE-3

- (1) This directive is prepared according to
- a) 11/4/1981 dated and Law No. 2547 The Council of Higher Education (YÖK)'s 65. Article
 - b) 10/14/1983 dated and Law No. 2922 The Law (about International Students Studying in Turkey)'s 7. Article
 - c) 7/1/1996 dated and The Regulation of The Council of Higher Education Postgraduate Education published in 22683 Official Gazette
 - d) 4/30/1985 dated and subparagraph E of the 6. Article of the Regulation about International Students Studying in Turkey, published in 18740 Official Gazette.

Definitions

ARTICLE-4

- (1) Here are the definitions of abbreviations used in this directive.
- a) University: Karabük University
 - b) Rector: The Rector of Karabük University
 - c) Senate: The Senate of Karabük University
 - d) Institution: The Institutions connected to the Rectorship of Karabük University
 - e) EYK: The Directory of the institution
 - f) TÖMER: Turkish teaching center
 - g) KPDS: Foreign Language Proficiency examination for state employees
 - h) ÜDS : Inter-universities foreign language exam
 - i) ALES: Academic Staff and The entrance exam to postgraduate education
 - j) GRE (Graduate Record Examination): The entrance exam to postgraduate education of physical sciences
 - k) TOEFL :Test of English as a Foreign Language
 - l) IELTS :International English Language Testing System
 - m) CEFLE (Certificat Europeen de Français Langue Etrangere): Test of French as a Foreign Language
 - n) ZDF (Zertificat Deutsch als Fremdsprache): Test of German as a Foreign Language

THE SECOND PART
APPLICATION

Terms of Application

ARTICLE-5

- (1) International student candidates who are graduated from Undergraduate or Postgraduate Programs and who want to join Postgraduate Programs send the documents showed below, and the institute application form by filling in online or posting to The Institute Directorat, according to the calendar prepared by the corresponding institute.
 - a) To have an undergraduate or postgraduate diploma whose equivalent is accepted by The Council of Higher Education
 - b) To have an exam result in ALES or GRE(if available)
 - c) To have a document from TÖMER, which shows the student knows Turkish at A or B degree (if available)
 - d) To have a document which shows Foreign language proficiency, for candidates to Doctoral Programs
- (2) The candidates who don't have one of the test results of ALES or GRE are taken to exam by the jury appointed by EYK. The method, base and content of this exam is determined by considering the thoughts of Institution Headship of the Department and the Art Department and it is required to have 70 points out of 100 total points.
- (3) The candidates who don't have any documents at A or B degree from Tömer about to know Turkish, are taken to the written exam which is done by the jury of 3 people specified by EYK and formed by Karabük University The Headship of Turkish Language Department. The candidates who get at least 70 points out of 100 points in Turkish Language Exam have a right to Postgraduate education. Those who are unsuccessful in this exam are given at most 2 academic terms to learn Turkish. During this time the candidates who get a document at A or B degree in the exams done by TÖMER can start their Postgraduate education from the following term.
- (4) Turkish language is not required from those who are graduated from a higher education institution.
- (5) The candidates who apply for the doctoral programs are required to get 55/100 in ÜDS in English, German or French or to get equivalent points in an exam (KPDS, TOEFL, IELTS, CEFLE, and ZDF) which is admitted by the inter-universities committee. Those who do not have one of these have to fulfill the conditions about language until they take the doctoral proficiency test.
- (6) The candidates who are graduated from undergraduate or postgraduate programs (domestic or abroad) whose education languages are English, German or French do not have to fulfill the conditions about foreign language.

THE THIRD PART

Evaluation of the applications, Announcing the results and Registration

Evaluation and Student acceptance

ARTICLE-6

- (1) Application documents of the candidates who apply for postgraduate programs are evaluated as a whole (Postgraduate Education and 16. Article of the Regulation for Exams with 5.article (2 and 3) of this directive) by The Committee of Department and acceptances of the candidates who are qualified become definite by the decision of concerning EYK.
- (2) The candidates, who apply for being a postgraduate student by providing evidence which shows that s/he is given scholarship by T.R. or their own government, are accepted as non-quota students to postgraduate programs by the decision of EYK.

- (3) The candidates, who apply for having postgraduate education depending on the bilateral agreements of which Karabük University is a side, are accepted as non-quota students by the opinion of the headship of the concerning department, the decision of EYK and the senate's approval.
- (4) In the situations when the student is not exempted by bilateral agreements, students have to pay the fee determined by the University Administrative Committee depending on the Council of Ministers' decision.

Announcing the results and Registration

ARTICLE-7

- (1) The results of applications are announced via the concerning Institution's webpage.
- (2) Registrations are made by the concerning Institution Student Affairs on the date announced via the concerning Institution's webpage.
- (3) The students who have the right to register are required to give these documents;
 - a) A certified copy, by the institution, of the diploma or graduation certificate
 - b) A certified copy, by the institution, of the transcript
 - c) The application form and certified copies, by the institution, of the documents declared in the application form
 - d) A certified copy, by the institution, of the student visa taken from Foreign Representative Office
 - e) A certified copy, by the institution, of the passport
 - f) A declaration of residence for education
 - g) 6 photographs (taken in the last 6 months)
 - h) A document which shows the education fee is paid

THE FOURTH PART

Miscellaneous and Final Provisions

Other Provisions

ARTICLE-8

- (1) The concerning Institution's Regulations for Exams and for Postgraduate Education are applied to the international students who are accepted to Postgraduate Programs at Karabük University.

Validity

ARTICLE-9

- (1) This Directive become valid from then on it is accepted by the senate.

Enforcement

ARTICLE-10

- (1) This Directive is enforced by the Rector.

It is accepted by 07/28/2011 dated and 2011/11-1 No. Senate's Decision