



**SIVAS
UNIVERSITY OF
SCIENCE AND TECHNOLOGY**

2024 – 2025 ACADEMIC YEAR

**INTERNATIONAL STUDENT ENROLLMENT
GUIDE FOR UNDERGRADUATE PROGRAMS**



IMPORTANT DATES

Announcement of Winners of Registration Rights

July 28, 2024

Registration to the University

July 29 - September 01, 2024

Registration Address : Sivas Science and Technology University Registrar's Office, Gültepe Mahallesi Mecnun Otyakmaz Caddesi No:1 Center / Sivas

Telephone : 0346 217 00 91 / 0346 217 00 92

E-mail : oidb@sivas.edu.tr

GENERAL INFORMATION FOR REGISTRATION

Registration procedures for students to be accepted from abroad to Sivas Science and Technology University Associate and Undergraduate Programs are carried out within the framework of the principles specified in the Application, Admission and Registration Directive.

The final registration of the candidates who have the right to enroll in our university programs will be made **by the Registrar's Office July 29 - September 06, 2024 during working hours.**

During these processes:

- Students admitted to associate and undergraduate programs from abroad are required to register **in the first semester** they are admitted to the program.
- Candidates **must apply in person for final registration**; Registration applications made by post will not be accepted.
- The originals of the documents requested for registration are accepted.
- It can be registered if a power of attorney is brought from a **notary public**.
- During registration, all documents announced for registration must be submitted in full. In the event that the documents required for registration cannot be submitted in full within the announced registration dates, the student's university registration process is not carried out, even if the candidate has been accepted. Candidates who do not register between the specified dates cannot claim any rights.
- The University is authorized to take the necessary legal action against the candidate who has made a false statement.

IMPORTANT INFORMATION FOR FINAL REGISTRATION

- After the candidates obtain their student number from the Registrar's Office, they will be able to pay the fee from Ziraat Bank Mobile Application or ATMs.
- To be able to enroll, **the candidate must certify that s/he has graduated from a school equivalent to Turkish high schools.** Equivalence process, T.C. It is carried out by the Provincial Directorates of the Ministry of National Education or by the Turkish Representation abroad.
- No documents regarding Turkish proficiency are required from students enrolled in programs where the medium of instruction is a completely foreign language.
- A student who enrolls in the program where the language of instruction is Turkish, but whose Turkish language level is insufficient, is considered to be on leave from the program for 1 year in order to make his Turkish language level sufficient in the "TOMER Turkish Preparatory Program". Provided that he/she is given an additional period of 1 year. The student who is deemed to be on leave pays the tuition fee of the program he/she is enrolled in and benefits from the student rights. At the end of the additional period, the student who cannot make his/her Turkish language proficiency is deregistered from the program in which he/she is registered.

REQUIRED DOCUMENTS FOR REGISTRATION

- 1) **Letter of Acceptance**
- 2) **TR-YÖS Result Document / International Exam Result Document** (Result document of the exam you applied for is required.)
- 3) **Diploma** (Original and Photocopy),

- 4) **Diploma Equivalency Certificate:** Diploma Equivalency Certificate to be obtained from the Ministry of National Education or the Turkish Representation Abroad,
- 5) Grade Status Document (**Transcript**) (Original and Photocopy),
- 6) **Passport/T.C. ID/Blue Card** (Original and Photocopy),
- 7) **Signed Undertaking,**
- 8) **1 Photographs** (Taken within the last 6 months),
- 9) **TÖMER Proficiency (B2 Level) Certificate**, if any, of the candidates who are entitled to enroll in the program whose language of instruction is Turkish. (Original and Photocopy),
- 10) **Bank Account Document (Receipt)** showing that the tuition fee has been paid (It will be requested after registration),
- 11) **Foreign National Number and Education Residence Permit** to be obtained from the Provincial Immigration Administration (Delivered to the relevant academic unit within one month at the latest after registration).
- 12) **Foreign Nationality Number and Education Residence Permit Certificate** to be obtained from the Provincial Immigration Administration after registration [The necessary documents are obtained immediately after registration and delivered to the relevant academic unit. ([Click on the documents required for Residence Permit.](#))]

TUITION FEES

| FACULTY | DEPARTMENT | FALL SEMESTER FEE | SPRING SEMESTER FEE |
|---|--|-------------------|---------------------|
| FACULTY OF ENGINEERING AND NATURAL SCIENCES | Computer Engineering (English) | 625\$ | 625\$ |
| | Electrical - Electronics Engineering (English) | 625\$ | 625\$ |
| | Chemical Engineering (English) | 625\$ | 625\$ |
| | Mechanical Engineering (English) | 625\$ | 625\$ |
| FACULTY OF AVIATION AND SPACE SCIENCES | Aeronautical Engineering (English) | 1000\$ | 1000\$ |
| FACULTY OF AGRICULTURAL SCIENCES AND TECHNOLOGY | Plant Production | 625\$ | 625\$ |
| SİVAS VOCATIONAL SCHOOL | Drone Technology And Operations | 375\$ | 375\$ |

Tuition fee payments for students who will register will be made in Turkish Lira. It will be reflected as a debt to Ziraat Bank.