

Congratulations on your acceptance to Bilkent University!

You have taken an important step towards adding an international dimension to your education.

Registration for the 2024-2025 academic year will take place **1 September 2024** on campus at the Odeon Amphi Theater next to the main campus entrance.

## **DOCUMENTS REQUIRED FOR REGISTRATION**

- 1) Photocopies of the passport pages including,
  - a) identification information,
  - b) stamp of the latest entry date to Turkey, and for students from countries which are not exempt from the visa requirement to enter Turkey,
  - c) visa issued by the Turkish Consulate in home country.

Students, who live in Turkey, must submit a photocopy of their residence permit.

Students, who have a diplomatic ID or a "Blue Card", must submit the photocopy of these documents.

*For students, who will be under the age of 18 at the time of registration to the university, you are required to provide an official "Letter of Parental Consent" ('Muvaffakatname' in Turkish) given by the parents living abroad and their **Birth Certificate**. Your parents should issue the letter of consent and the birth certificate in your home country. They are required to state that they allow you to travel to Turkey, reside and study in Turkey in the letter of consent. The letter of consent and the birth certificate must be apostilled and have Turkish translations certified by a notary attached. If apostille convention is not available in your country, the documents must be approved by the related country's Consulate and Republic of Turkey Ministry of Foreign Affairs and notarized translation in Turkish.*

This is a mandatory task, when students will be applying for an education residence permit right after they register to Bilkent University.

*Please note: Letter of consent and the birth certificate is not mandatory for students, whose country has the visa requirement to enter Turkey (e.g. USA, Pakistan, etc.).*

- 2) Four (4) biometric photographs in ICAO standards for the residence permit application, taken in the last 6 months (<https://en.goc.gov.tr/about-the-usage-of-photographs-in-residence-permit-application>).
- 3) Original and photocopies of high school diploma/graduation certificate and transcript.  
IGCSE students are also required to submit the original and photocopies of their high school diploma/graduation certificate and transcripts, besides their O/AS/A level certificates.  
The original high school diploma/graduation certificate and transcript must have an apostille. For detailed information about apostille, please [click](#).
- 4) The "Equivalency Certificate" of high school diploma.  
This certificate is a legal requirement which verifies that the high school diploma is equivalent to a Turkish high school diploma.  
Before leaving for Turkey, the student can obtain this certificate from the Turkish Consulate in her/his home country OR after the student arrives, from the Ministry of National Education of the Republic of Turkey at the following address:

Ankara İl Milli Eğitim Müdürlüğü  
İ Blok Kültür Bölümü Beşevler, Ankara  
Phone: +90 312 212 4642

To apply for the equivalency certificate, students must submit their original high school diploma and a transcript listing all of the courses taken in high school including the grades and credit hours for each, accompanied by a translation in English or Turkish.

*The equivalency certificate requirement for IGCSE students is as following;*

For 5 (five) subjects:

**Option a)** 2 Advanced levels (at least D grade) + 3 Ordinary levels (at least D grade)

**Option b)** 2 Advanced levels (at least D grade) + 1 Advanced Subsidiary level (at least D grade) + 2 Ordinary levels (at least D grade)

For 4 (four) subjects:

**Option a)** 3 Advanced levels (at least D grade) + 1 Ordinary level (at least D grade)

The subjects mentioned in the options above must be **different** than each other.

For instance, if a student has only 2 A Levels in Mathematics and Physics, and has only 3 O Levels in Mathematics, Computer Studies and Chemistry, she/he cannot obtain an equivalency certificate. The student must have 2 different A Level subjects + 3 different O Level subjects and the subject grades must be at least **"D"**.

If a student fulfills all the requirements of one of the options above but, has extra subjects and grades (even if the grade is E), she/he can still obtain the equivalency certificate.

Students, who studied in the distance learning format, can obtain the equivalency certificate only if they were present in the country of their high school, during the whole high school education period.

Students, who do not meet one of these mentioned requirements, will not be able to get an equivalency certificate.

Since the equivalency certificate is a legal requirement to register to any university in Turkey, students who are not able to get the equivalency certificate will **NOT** be able to register to Bilkent University, even if they get official admission.

- 5) Original and photocopies of National/International Test/Certificates (SAT, IB, ACT, IGCSE, Olympiad, WAEC, TQDK, Baccalaureate, etc.), if uploaded during application.  
Official SAT scores must be sent to Bilkent University directly from the College Board prior to the registrations in September (code - 9877).  
Bilkent University reserves the right to verify the validity of exam scores.
- 6) English Language Proficiency exam score sheets (IELTS/TOEFL) must be sent to Bilkent University directly from the related institutions prior to the registrations in September.  
(Please see "English Language Proficiency" section below for detailed information.)  
The photocopy of the exam score report should be submitted during registration as well.
- 7) Tuition fee payment receipt.  
Students must pay their fall semester tuition fee **before** the registration.  
(Please see "Tuition Fee" section below for detailed information.)

8) ***If you are a Turkish citizen***, you are also required to submit photocopies of the pages of each entry and exit stamp during the passport control at the airport from the country you completed your high school education (another option is to login to the E-devlet system and obtain the same information at "Emniyet Genel Müdürlüğü>Yurda giriş-çıkış belge sorgulama" section). This is a requirement of the Higher Education Council in Turkey implemented for all Turkish citizens who have completed their high school education abroad.

Please note: If the documents listed above are in a language other than English or Turkish, students must provide a translation by a certified translator along with the copy of the original document.

## **VISA INFORMATION**

It is very important that you confirm your country's visa regime with Turkey via the Turkish Consulate in your country.

The visa processing time may take between 6-8 weeks in some countries.

If you are coming from a country, which is exempted from the visa requirement to enter Turkey, you do not have to apply to the Turkish Consulates for any kind of visa. You may directly come to Turkey without obtaining a visa.

However, if you are coming from a country, which is not exempted from the visa requirement to enter Turkey, you have to apply for any kind of visa prior to coming to Bilkent, Turkey. You should visit the Turkish Consulate in your country to apply for a visa as soon as you receive your official acceptance letter from Bilkent University.

## **STUDENT RESIDENCE PERMIT**

International students are required to obtain a student residence permit within a maximum of thirty (30) days after entering Turkey.

Office of International Students will provide detailed information about the student residence permit application procedure during registration.

Students must submit a copy of their student residence permit to the Office of International Students as soon as they receive it from the Ankara Migration Management Office.

## **TUITION FEE**

The tuition fee for the 2024-2025 academic year is 16,950 USD (10% VAT included). The tuition fee information can be viewed at <https://w3.bilkent.edu.tr/bilkent/international-and-other-students-tuition-fees/>.

The tuition fee can be paid in two equal installments by the due dates before the Fall and Spring semesters.

Students must pay their semester tuition fee **before** the registration.

Payments can be made in cash to any branch of Yapı Kredi Bank- (Bilkent branch, on campus inside the Rectorate's Building if you have a bank account at this bank), Garanti Bank (Bilkent

branch) or Is Bank (any branches) in Turkey. Since you will need your Bilkent student ID number to make the payment, you may call the Office of International Students to learn it. There will be no bank representatives in the registration area.

Students may also wire transfer the tuition fee from their home country at least one week before the registration date to the bank account provided below. Please note that students should have their first name and last name written on the bank receipt and that this receipt needs to be submitted to the registration desk during registration.

Garanti Bank / Bilkent Branch  
USD Account Number: 393-9088737  
USD IBAN: TR10 0006 2000 3930 0009 0887 37  
SWIFT CODE: TGBATRIS

All students, who are admitted to Bilkent University in accordance with the regulations stated in the Higher Education Council's "Guidelines for Admission of Students From Abroad" are considered international students and are required to pay the international student tuition fees.

## **ADVANCE PAYMENT**

The advance payment of 500 USD that students had done for securing their admission at Bilkent, will be deducted from their 2024-2025 academic year spring semester tuition fee.

Students who are on full scholarship, will get a refund of their advance payment in the 2024-2025 academic year spring semester when they open a bank account in Turkey (Students can open a bank account in Turkey, upon receiving their student residence permit card).

Please be informed that if the candidate **does not register** to Bilkent University within the 2024-2025 academic year, the advance payment will **not** be refunded.

## **DORMITORY REGISTRATION**

Bilkent University offers on-campus housing for both national and international students. The dormitories provide a safe, clean, and comfortable atmosphere for more than 4,800 students.

For more detailed information on the dormitory options and fees, please visit <http://yurtlar.bilkent.edu.tr/en/dormitory-fees/>.

Students will be able to register to the dormitories after completing their registration to the university on 1 September 2024. They can apply to the Dormitories Registration Desk located in the registration area by presenting their Bilkent student ID card and dormitory fee for the fall semester. After completing dormitory registration, students will be entitled to check into the dormitories on the same day.

Those, who do not register to the dormitories during the registration period (1 September 2024), will lose their chance of a guaranteed dormitory room.

### Dormitories Contact Information:

Bilkent University  
Dormitories Management 06800, Bilkent / ANKARA  
Phone: +90 312 290 4002

Fax: +90 312 266 4069  
E-mail: [yurt@bilkent.edu.tr](mailto:yurt@bilkent.edu.tr)

## ENGLISH LANGUAGE PROFICIENCY

The medium of instruction at Bilkent University is English. Students may present results from one of the recognized international exams or take Bilkent University's own Proficiency in Academic English (PAE) exam upon arrival and registration. Students who cannot meet proficiency requirements are required to attend the English Language Preparatory Program. Recognized external exams and required scores are:

IELTS – 6.5 overall, with a minimum of 5.5 on each section

(IELTS score sheet should be sent directly from the test center to Bilkent University)

TOEFL IBT – 87 in total

(TOEFL score sheet should be sent directly from ETS to Bilkent University – CODE: 0620)

External exam results should be within their two-year validity period at the time of registration.

The Bilkent University School of English Language reserves the right to check the validity of exam results and not to accept a result.

The PAE exam schedule for the fall semester of the 2024-2025 academic year is given below. A booklet detailing rules and other information about the exam will be provided during registration.

4 September 2024, Wednesday (09:30)	PAE Exam: 1 <sup>st</sup> stage
4 September 2024, Wednesday (18:00)	PAE Exam 1 <sup>st</sup> stage exam results announced
5 September 2024, Thursday (09:00)	PAE Exam: 2 <sup>nd</sup> stage part-A
5 September 2024, Thursday (19:00)	PAE Exam: 2 <sup>nd</sup> stage part-A results announced
6 September 2024, Friday (09:00)	PAE Exam: 2 <sup>nd</sup> stage part-B writing exam
6 September 2024, Friday - 8 September 2024, Sunday	PAE Exam: 2 <sup>nd</sup> stage part-B speaking exams (by appointment)
11 September 2024, Wednesday (09:00)	PAE Exam 2 <sup>nd</sup> stage exam results announced

## GE 100 INTRODUCTION TO ACADEMIC LIFE

GE 100 Introduction to Academic Life, designed as a one-credit mandatory course, will take place 9 - 12 September 2024.

The GE 100 Introduction to Academic Life course is designed to welcome and acclimatize students to the university's academic and social environment. It is a collection of activities rather than a traditional course and an experience which past participants have enjoyed.

The university offers the course to introduce its programs and facilities to all incoming students. The program booklet will be provided at registration.

## **STARS-SRS SERVICE**

STARS is the name of the Bilkent University academic information service. Students have access to the STARS system through the SRS (Student Review System) module. This service allows you to learn your PAE exam location and results, to register for courses and to access information such as your grades, transcript, curriculum, etc. Your initial SRS password will be provided to you along with your Bilkent ID card during registration.

Please follow the link <https://stars.bilkent.edu.tr/accounts/login> to login to STARS-SRS.

## **GENERAL HEALTH INSURANCE**

International students are required to enroll in the General Health Insurance (GHI) system and to renew the enrollment every year. The fee for the GHI is approximately 1000 Turkish Lira (TL)/per year. Further information will be provided during registration.

## **APOSTILLE**

An apostille is a certification method to verify that the document you hold is legitimate and authentic. The apostilles **must be attached** to your original high school diploma and transcript (should not be a separate document).

Not all countries are issuing apostilles. You may find the list of countries that issues apostilles at <https://www.hcch.net/en/instruments/conventions/status-table/?cid=41>.

You can also visit <https://www.hcch.net/en/instruments/conventions/authorities1/?cid=41> to find the exact office in your home country that issues an apostille.

If your country is **not** issuing apostille, you should learn about how your documents can be certified in your home country. You should contact the related governmental office, which may be the Ministry of Foreign Affairs, Ministry of Education, Ministry of Justice or Governor's Office in your home country, to get your documents certified.

Please note that you should get your apostille/certification in your home country **before** you come to Bilkent University for registration, since you will not be able to obtain it in Turkey.

## **2024-2025 ACADEMIC CALENDAR**

### **FALL SEMESTER**

Pre-registration for Music Program Aptitude Exams  
3 - 13 June 2024

Pre-registration for Faculty of Art, Design, and Architecture Aptitude Exams  
3 - 13 June 2024

Music Program Aptitude Exams  
1 – 5 July 2024

Fine Arts Program Aptitude Exams  
4 – 5 July 2024

Registration  
1 September 2024

PAE Exam: 1<sup>st</sup> stage  
4 September 2024 (09:30)

PAE Exam: 2<sup>nd</sup> stage part-A  
5 September 2024 (09:00)

PAE Exam: 2<sup>nd</sup> stage part-B writing exam  
6 September 2024 (09:00)

PAE Exam: 2<sup>nd</sup> stage part-B speaking exams  
6 - 8 September 2024 (by appointment)

GE-100 Introduction to Academic Life  
9 – 12 September 2024

English Preparatory Program Period 1 Begins  
16 September 2024

Classes Begin  
16 September 2024

Last Day for Adding/Dropping Courses  
20 September 2024

Classes End  
24 December 2024

Final Examinations  
26 December 2024 - 8 January 2025

*Holidays/Breaks (no classes on these days)*

*29 October 2024 - Republic Day*

*1 January 2025 - New Year's Day*

## **SPRING SEMESTER**

English Preparatory Program Period 3 Begins  
27 January 2025

Spring Semester Course Registration for Continuing Students  
24 January 2025

Classes Begin  
27 January 2025

Last Day for Adding/Dropping Courses  
31 February 2025

Final Examinations  
15 – 28 May 2025

*Holidays/Breaks (no classes on these days)*

*23 April 2025 - National Sovereignty and Children's Day*

*1 May 2025 - Labor and Solidarity Day*

*19 May 2025 - Commemoration of Atatürk, Youth and Sports Day*

- For the detailed academic calendar, you may visit:  
<https://w3.bilkent.edu.tr/bilkent/academic-calendar-2024-2025/>