

## **FINAL INTERNATIONAL UNIVERSITY**

### **FOREIGN AND INTERNATIONAL STUDENT ADMISSION DIRECTIVE**

#### **Purpose**

Article 1- This Directive aims to regulate the principles for the application, evaluation and registration of international students who will be admitted to the associate, undergraduate and graduate programs of Final International University.

#### **Scope**

Article 2- This Directive covers the provisions of the selection, application, examination and evaluation, registration procedures and Turkish and Foreign Language Preparatory Education of international students who want to study at Final International University.

#### **Basis**

Article 3 - (1) This Directive has been prepared based on the Laws No. 65/2005, 21/2009 and 23/2017, Law No. 6287 published in the Official Gazette No. 407 and on the Principles of Admission of Students from Abroad of the Supervisory and Accreditation Board of Higher Education Institutions.

#### **International Student Status**

Article 4: (1) Those who are not citizens of the TRNC or T.C. are considered to be International Students.

(2) Prospective students who have more than one citizenship are evaluated according to the citizenship they prefer to use during application.

(3) Turkish citizens who have spent all their high school education outside the TRNC and the Republic of Turkey, provided that they have approved the equivalence of their high school diploma, they can benefit from the rights granted to citizens of third state countries.

#### **Determination of Quotas and Applications**

Article 5: (1) a) The quotas and criteria for international students who will be accepted to our University's associate, bachelor's and graduate level programs, which have been approved for the recruitment of foreign students from abroad, will be decided upon with the approval of the executive committee on the proposal of the Rectorate of Final International University.

b) Applications for international student quotas for international student recruitment; -by adhering to the academic calendar-, is conducted at Final International University International

Student Office, corporate email addresses, contracted agencies or evaluation studies implemented where appropriate or according to the results of the exams determined by programs.

c) Pre-registrations are made according to the candidate's statement.

d) International student candidates must be a graduate or senior student in order to apply for quotas and make a selection.

e) International student candidates applying to programs that accept students with a special aptitude test are required to take the special aptitude test of the relevant department or be evaluated according to the application file that will be sent.

### **Evaluation of Applications**

Article 6 (1) (A) The decision on the applications, preliminary examinations, examinations and elections of the candidates applying to the programs in Final International University regarding which international students will be accepted is made by the commission determined by the executive committee and consisting of International Office employees.

b) The Commission consists of 1 president and 3 members

c) The preliminary evaluation of the applicants is carried out by the commission, at least 2 members and the appropriate approval of the president are required to write a conditional acceptance letter. When the conditions in the conditional acceptance letter are met, the final acceptance letter is issued.

d) The applicant candidates' placement in the programs is made taking into account the following considerations:

The evaluation and placement of the applicants in the programs is carried out according to the rules and conditions of "Admission and Registration Criteria of Foreign Students who are Non citizens of TRNC or TC to Higher Education Institutions" determined by the YODAK in Annex Table 1.

ii) Having met the application conditions does not require acceptance for placement.

iii) Candidates applying to departments providing foreign language education, in addition to the general conditions mentioned above, must succeed in the foreign language exam to be held in accordance with the criteria in the international exams specified in Annex table 2 determined by the University Senate or by the Directorate of Schools of Foreign Languages.

iv) Students who are considering to enrol in associate, undergraduate and graduate programs can attend Turkish and English Turkish English courses organised by the School of Foreign Languages in order to improve their insufficiency at the Turkish or English language level and prepare for the application and registration dates that will be announced later. Upon request, these students are given an acceptance letter to attend the courses.

## **Announcement of results and registration**

Article 7- a) An acceptance letter is sent to candidates who have the right to enrol to the university.

b) Registration is carried out by the Directorate of Student Registrar's Office on the dates specified in the academic calendar announced on the University's website.

c) The University Board of Directors will re-evaluate if the international student has a valid excuse and has registered for the first time. The deadline for registration cannot exceed the last day of add and drop courses by more than one week.

## **Documents required for registration**

Article 8 a) The following documents are required for registration:

i. The original exam result document of the candidate's university entrance or high school graduation status,

ii. Certified Turkish or English translation of the original diploma or diploma equivalency certificate

iii. Original or certified copy of a valid passport,

iv. Confirmation from the Accounting Office that the tuition fee has been paid,

v. 8 passport photos in colour,

vi. For students placed in Turkish-language programs, if any, Turkish proficiency certificate stated on the university's website or considered valid by the School of Foreign Languages,

vii. For students placed in foreign language education programs, if any, a foreign language proficiency certificate stated on the university's website or considered valid by the School of Foreign Languages is required.

## **Scholarships and Fees**

Article 9 (1) The rates and numbers of scholarships to be awarded to countries and agencies are determined every year upon the proposal of the Coordinator of the Board of Trustees for International Affairs and the approval of the Executive Committee.

(2) The fees and payment methods to be applied are determined every year with the proposal of the Coordinator of the Board of Trustees for International Affairs and the approval of the Executive Committee.

## **Force**

Article 10- This Directive enters into force on the date approved by the Board of Trustees of Fina International University after the Decision of the Senate.

**Executive**

Article 11- This Directive is executed by the Rector of Final International University.

**APPENDIX-1 YÖDAK**

**APPENDIX-2 LANGUAGE EXAM**