

DOCUMENTS TO BE REQUIRED IN FIRST AND TRANSFER APPOINTMENTS

- 1- **Application Form:** This form is created by e-Residence system when residence permit application 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:** You are required to hold a passport or a travel document valid at least 60 days beyond the duration of the requested residence permit. 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 Photos:** Photo must have been taken within the last six months with a white background and as biometric.
- 4- **Valid health insurance** (You are required to provide only one document appropriate for you out of the ones listed below regarding health insurance.)
 - 4.1- You are required to apply for "general health insurance" to Social Security Institution within 3 months as of the first enrollment date of university. You can apply for a residence permit with an e-signed or signed and sealed/stamped document.(You are required to obtain this document by applying to Provincial Unit of Social Security Institution)
 - 4.2- Private Health Insurance (If you don't apply for General Health Insurance within 3 months as of the first enrollment date, you can take out private health insurance.)
 - 4.3- In case you obtain, you can apply for a residence permit with an e-signed/signed and sealed/stamped document which is received from Provincial Unit of Social Security Institution and which enables the Access to health services in Turkey within the scope of bilateral social security agreements.
 - 4.4- You can also apply for a residence permit with an e-signed/signed and sealed/stamped certificate of authorization received from Social Security Institution.
- 5- **Student certificate:** The certificate received from the university which you are enrolled at must be e-signed/signed and sealed/stamped.
- 6- Document showing your address information: *(For example, a signed/stamped document received from dormitory management if you are staying in a dormitory or a notarized rental contract if you are staying as a tenant, etc.)*
- 7- **Residence permit card free 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 offices(in the Provincial Directorate of Migration Management) or the bank(Ziraat Bank).

CONSIDERATIONS

*If you are applying for a residence permit for the first time, you are required to apply within the duration of a visa or a visa exemption. Otherwise your application shall not be accepted. Furthermore, "Extension Application" may be lodged via e-Residence system within sixty days prior to the expiration of the residence permit and, in any case, before the expiration of the residence permit.

*In cases where there is a change in your state of education within the same province, you are required to notify Provincial Directorate of Migration Management of this change within 20 working days. (In cases where there is a change in faculty or department in the same province or in case of a different university enrollment in the same province.)

*If you are going to continue your higher education in a different province, you are required to notify Provincial Directorate of Migration Management located in the province of your new university of this change within 10 working days. Your procedures shall be carried out by Provincial Directorate of Migration Management located in the province of your new university.