

**STUDENT
RESIDENCE PERMIT
APPLICATION
PROCESS**



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You can start the
residence permit
application process
in our country
by filling out the
application form at
[https://e-ikamet.
goc.gov.tr](https://e-ikamet.goc.gov.tr).

When you come to our country to receive higher education, you must first register at the university and then obtain a student residence permit in order to stay legally. **“Student Residence Permit”** is a document that you must obtain provided that you have entered our country legally and if you do not have any other legal right to stay in our country (international protection applicant/status holder, temporary protection holder/ work permit holder, etc.).

WHAT SHOULD I DO FOR THE RESIDENCE PERMIT APPLICATION?

You can get information about all the subjects you wonder about by calling YIMER 157 24 hours a day, 7 days a week.

You can get information on how to apply for a residence permit at www.goc.gov.tr and you can call YIMER 157 (Foreigners Communication Center) free of charge for all your questions and problems. In addition, at the time of your university registration, you will be informed by university officials about how to obtain a residence permit.

Here are the steps you need to follow to apply for a residence permit:



STEP 1

After you register at a university, on the <https://e-ikamet.goc.gov.tr> website you must fill out the "Pre-registration form" through the "I lodge an application for a residence permit for the first time" field and "I would like to lodge a new application" section. Then, you must make your application by selecting the "Student Residence Permit" type, which is one of the residence permit types. After completing the application form, you must print it out and sign it.



STEP 2

After filling out the residence permit application form, you must prepare the documents indicated on the form. Without these documents, you will not be able to apply for a residence permit. You can also find out which documents you need to prepare at www.goc.gov.tr, the YIMER 157 hotline, or the university you are registered with.



STEP 3

You must submit the required documents for the application to the relevant department of your university by the date notified to you at the time of registration at the university. If the documents that you will submit are incomplete, the documents that you have with you for the application will not be received by the university.





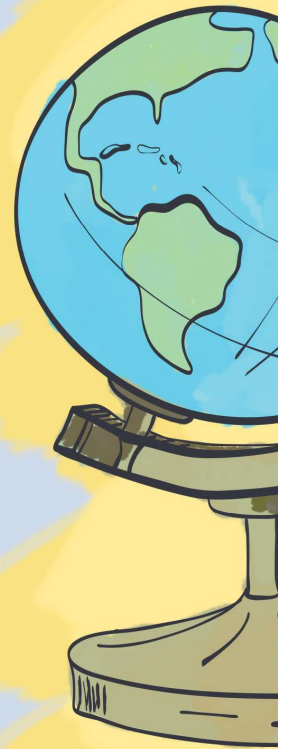
STEP 4

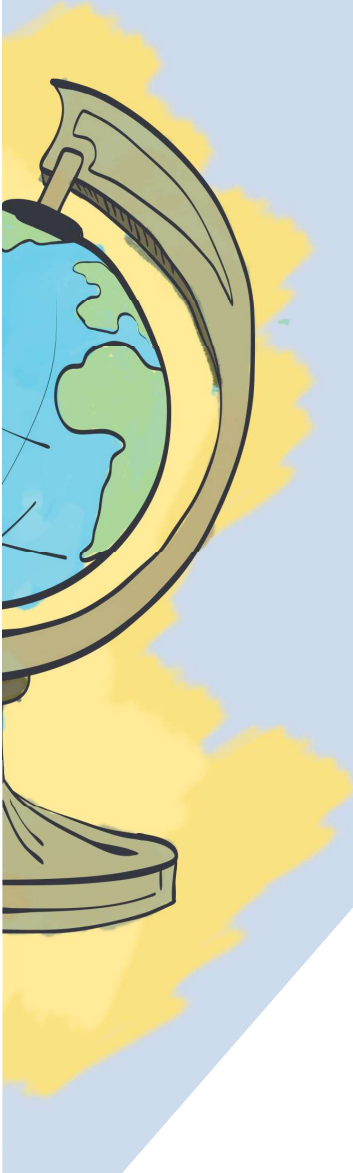
The documents you will submit to the university are sent by the university to the Provincial Directorate of Migration Management. The Provincial Directorate of Migration Management may contact you and request additional information and documents if needed during the evaluation phase. For this reason, please make sure that your contact information belongs to you and is complete. In addition, during this period, please do not rely on any person or institution other than the staff of the university or the Provincial Directorate of Migration Management.



STEP 5

When your residence permit application process is completed, the Residence Permit Document that will be issued on your behalf will be printed by the Presidency of Migration Management and delivered to the address you specified in your application through PTT cargo. When your Residence Permit Document is out for delivery, a short message (SMS) will be sent to the phone number you have submitted for information purposes.





THE DOCUMENTS YOU WILL NEED FOR THE RESIDENCE PERMIT APPLICATION

- 1. Application Form:** This form is created by the system when your residence permit application is completed through the e-Ikamet system. The application form must be printed and signed by you or your lawyer with power of attorney.
- 2. Original and Photocopy of Passport or Passport Substitute Document:** You must have a passport or passport substitute document for a period of 60 (sixty) days longer than the requested residence permit period.
Photocopy of passport or passport substitute document (The pages containing identity information and photo and the processed pages showing entry-exit and visa information) (The original document must be with you on the appointment day.)
- 3. Four Pieces of Photographs:** It must be a biometric photograph with a white background, taken within the last 6 months.
- 4. Valid Health Insurance:** It will be sufficient to bring only one of the documents listed below, which is appropriate for your situation, regarding the Health Insurance Document.

4.1. You must apply to the Social Security Institution to become a “General Health Insurance Holder” within 3 months from your first registration date at the university. You can use the e-signed or signed, stamped document regarding the application in your residence permit application. You must obtain this document by applying to the Provincial Social Security Directorates.

4.2. If you do not apply for General Health Insurance within 3 months from the first registration date, it becomes compulsory to have private health insurance.

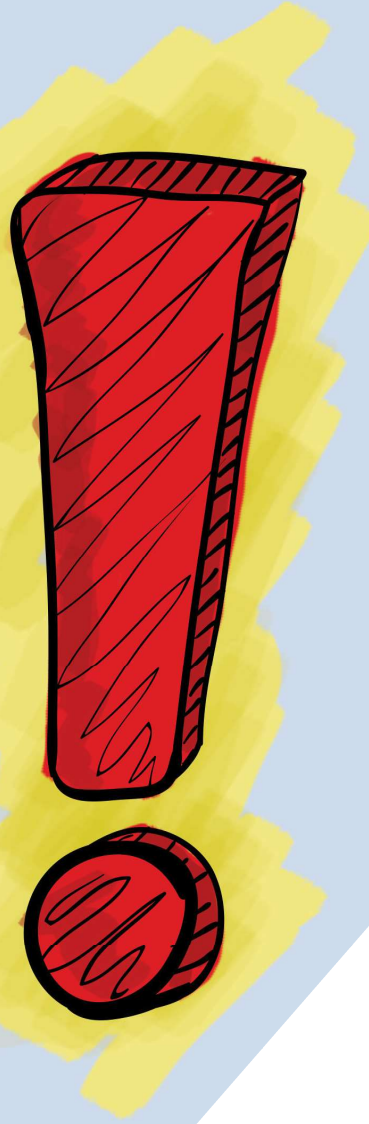
4.3. If you provide e-signed/signed and sealed/stamped documents from the provincial social security departments stating that you benefit from health services in Türkiye within the scope of Bilateral Social Security Agreements, you can also use this document in your residence permit application.

4.4. You can also use the e-signed/signed and stamped/sealed provision document that you have received from the Social Security Institution in your residence permit application.

5. Student Certificate: This document that you will receive from the university where you are registered must be e-signed/signed and sealed/stamped.

6. Document Showing Your Address Information: It is very important that we contact you so that you can access rights and services in our country. Your address information and documents must be up-to-date, clear and understandable (For example; if you are staying in a dormitory, you need to receive a signed/stamped document from the dormitory management, if you are staying as a tenant, it should be a notarized rental agreement, etc.)

7. Residence Permit Card Fee: The amount of the card fee is included in your Residence Permit Application Form. You must deposit this amount in authorized Finance Cashiers or authorized banks and add the receipt to the application form.



MATTERS TO BE CONSIDERED

- 1.** If you are applying for a residence permit for the first time, you must make your residence permit application during the visa or visa exemption period. Otherwise you may have problems with the acceptance of your application. Moreover; you can submit your extension application within the last 60 days of your valid residence permit and in any case, before your residence permit expires, at e-ikamet.goc.gov.tr
- 2.** For university and department changes in the same province, please notify the relevant unit of your university within 20 days following the change.
- 3.** If you will continue your higher education in a different province, you must apply for a residence permit at e-ikamet.goc.gov.tr by selecting the province where your new university is located within 10 days following this change and submit your documents to the relevant unit of your university completely. This notification is important for the continuation of your legal right to stay in our country.

4. Your student residence permit will be cancelled in cases such as registration freeze, discharge from the university, or not making reregistration.

5. In Türkiye, the right to work for associate and undergraduate students starts after the first year. Since work permit procedures are carried out by the Ministry of Labour and Social Security, you can get detailed information about the issues you are wondering about working life from the ALO 170 Working Life Communication Center of this Ministry.

6. If there is a change in your personal information (for example, if your marital status, address, passport changes, or similar situations occur), you must notify this change to the relevant unit of your university and the Provincial Directorate of Migration Management, within 20 working days.

7. The residence permit document includes the expiry date of your residence permit period. If you will continue to stay in our country after this period expires, you must make an extension application before your residence permit expires.

8. If you are under 18 and have entered our country with a visa or visa exemption other than for educational or training purposes,

The document issued by the institutions of your country to be used in the residence permit application in our country must be “apostilled” or approved by your representation office in our country.

you must submit the following documents to the relevant authority.

- 8.1. Letter of consent: A document issued by the competent authorities in your country or in Türkiye that your parents have given their permission for you to study in Türkiye
- 8.2. Birth Certificate
9. The document issued by the institutions of your country to be used in the residence permit application in our country must be “apostilled” or approved by your representation office in our country.