

RESIDENCE PERMIT PROCEDURES FOR INTERNATIONAL STUDENTS

A cooperation protocol on Residence Permit Applications for International Students was signed between the Ministry of Internal Affairs, Directorate of Migration Management and the Presidency of the Council of Higher Education regarding the reorganization of the residence permit processes of international students studying at our universities.

The points that higher education (associate, undergraduate, graduate and doctorate and TÖMER) students who apply for a student residence permit should pay attention to are listed below.

Students who lodge an application for the first time or apply for the extension of the duration of their “Student Resident Permit” are required to;

Apply for a residence permit at <https://e-ikamet.goc.gov.tr/> on the corporate website of the Directorate of Migration Management.

After the permit application is made, submit all the documents specified in the form together **with the student residence permit registration form** (which will be given by the system) to the "International Student Offices" of our university as soon as possible, **without waiting for the appointment date**. The documents must be submitted within 10 (ten) days from the application date at the latest.

RESIDENT PERMIT APPLICATION DOCUMENTS:

- Resident permit application form (must be signed by the student)
- Passport or passport substitute document (must have certified true copy stamped on the photocopy of the original)
- Document showing student status, (a barcoded document from e-Government is valid. Student status must be active.)
- 4 biometric photographs (must be taken within the last 6 months)
- Valid health insurance (General Health Insurance or private health insurance covering the residence permit request period) Within the scope of the Social Security and General Health Insurance Law No. 5510, the person must obtain general health insurance within 3 (three) months from the date of first registration, or a private health insurance.
- Document showing proof of address;
 - If the student is staying in their own house, a photocopy of the title deed (for duration extension applications, “residence certificate and invoice” are sufficient.)
 - For first time applicants; If staying with a rental agreement, notarized copy of the rental agreement, photocopy of the landlord’s title deed.
 - For those who will apply for the extension of the duration of their permit; Residence document, if there is no residence document and the stay is with a rental agreement; notarized copy of the rental agreement, a photocopy of the landlord’s title deed and an electricity, water or gas bill/contract in their name.
 - If they are staying at a hotel or other accomodation places, document proving that you stay in these places,
 - If staying in student dormitories, document proving your stay, and for private dormitories, SGK (Social Security Institution) employment notification from the dormitory official.
 - If staying with a supporter a notary approved commitment of the person they are staying with, (If the supporter is married, also a notarized commitment of his/her spouse)
- Receipt showing that he residence permit document fee has been paid,
- For foreigners under 18 years of age; For those who come with visa exemption or a visa for a different purpose; Document containing parent/guardian information (birth certificate, family certificate, etc.) and letter of consent given by the parent/guardian/legal representative, [For those who come with a visa suitable for their purpose (student visa), a letter of consent and a document containing parent/guardian information will not be attached.]

Missing documents must be brought to the **“International Student Office” within 30 (thirty) days at the latest** from the date of notification.

Fingerprint procedures will be carried out by the Directorate of Immigration Management, and students will also be informed about the method to be followed by the "International Student Office".

First applicants (those who have not previously received a residence permit) must go to the Provincial Directorate of Immigration Management to provide fingerprints within 30 days at the latest, starting 15 days after submitting their documents to the International Student Office.

If deemed necessary, international students may be invited to the Directorate of Immigration Management during the residence permit evaluation process within the scope of Article 97 of Law No. 6458.

MATTERS TO BE TAKEN INTO CONSIDERATION

- 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 2 months prior** to the expiration of the residence permit and, in any case, before the expiration of the residence permit.
- **If you make a change regarding your education status within the same city**, you must notify the Provincial Directorate of Immigration Management of this change within **20 business days**. (In case of a change of faculty or department within the same province or if you enroll in a different university within the same province)
- If you are going to continue your education **in a different city**, you must notify the Provincial Directorate of Immigration Administration in the province where your new university is located **within 10 business days**.
- **In case of a change in your personal information** (such as a change in your marital status, address passport, etc.), you must notify the Provincial Directorate of Immigration Management to which you are registered **within 20 days**.
- Residence permit document (card) submitted to you includes the expiration date of the residence permit. If you wish to continue to stay in Türkiye even after this period ends, you must renew your residence permit **before it expires**.
- Students whose "Foreign National Identity Number" is not included on their Residence Permit Certificate in the "Student Automation System" must have their foreign identification numbers updated from the student affairs office of the units in which they are registered.

ATTENTION: Students who were registered as students before the effective date of the protocol (29.11.2023) and whose education process was interrupted due to visa/residence permit violation despite continuing their student education, must apply for a residence permit **until 31.01.2024**.

You can call YİMER/157 (Foreigners Communication Center) free of charge for all your questions and problems and contact our University’s International Student Office.

We wish you health, happiness and success.

[CLICK HERE](#) for the location of the BUÜ- International Student Unit

Location: Bursa Uludağ University, University-1. Street No:130A Görükle Campus –
16059 Nilüfer, Bursa/Türkiye

