

Congratulations on your acceptance to Bilkent University. You have taken an important step towards adding an international dimension to your education.

Registration for the 2019-2020 academic year will take place **9 - 11 September 2019** at the Bilkent University Main Campus Sports Hall.

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: Apostille for the 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) Five biometric photographs (taken in the last 6 months, with a plain white background)
- 3) Original high school diploma 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 diploma¹ 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.

¹ **The equivalency certificate requirement for GCE students is to obtain minimum three Advanced Level subjects in the particular area of the applied program with at least "D" grade. Students who do not meet this requirement will not be able to get an equivalency certificate. Since the equivalency certificate is the 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 exam score sheets (SAT, GCE Advanced Level, IB etc.) are required 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) Print out of the official "Acceptance Letter" sent to you by the University.

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 2019-2020 academic year is 14,500 USD (8% VAT included). The tuition fee information can be viewed at <https://w3.bilkent.edu.tr/international/tuition-fee/>.

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

International tuition fees can be paid in Turkish Lira (TL) only within Turkey. If international students prefer to pay the tuition amount in Turkish Lira instead of USD, the USD effective exchange rate of the Central Bank of Turkey on date of payment will be used to calculate the TL amount.

The tuition fee for the Fall semester should be paid prior to registration. Representatives of the banks will be present in the registration area and students can make tuition payments to them after completing the pre-registration process at the registration desk.

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 400 USD that students had done for securing their admission at Bilkent, will be deducted from their 2019-2020 academic year spring semester tuition fee.

Students who are on full scholarship, will get a refund of their advance payment in the 2019-2020 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 2019-2020 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 4,000 students.

For more detailed information on the dormitory options and fees, please visit http://www.bilkent.edu.tr/bilkent-tr/admin-unit/yurt/e_yurt_ucret.html.

Students will be able to register to the dormitories after completing their registration to the university on 9-11 September 2019. 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 (9-11 September 2019) will lose their chance of a guaranteed dormitory room. In such cases the university will make efforts to help find off-campus accommodation for students.

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

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 2019-2020 academic year is given below. A booklet detailing rules and other information about the exam will be provided during registration.

Thursday, 12 September 2019 (09:30)	PAE Exam: 1 st stage
Thursday, 12 September 2019 (18:00)	PAE Exam 1 st stage results announced
Friday, 13 September 2019 (09:00)	PAE Exam: 2 nd stage part-A
Friday, 13 September 2019 (19:00)	PAE Exam: 2 nd stage part-A results announced
Saturday, 14 September 2019 (09:00)	PAE Exam: 2 nd stage part-B writing exam

Saturday, 14 September 2019 – Tuesday, 17 September 2019	PAE Exam: 2 nd stage part-B speaking exam
Tuesday, 17 September 2019	PAE Exam 2 nd stage results announced

GE 100 INTRODUCTION TO ACADEMIC LIFE

GE 100 Introduction to Academic Life, designed as a one-credit mandatory course, will take place 16 - 18 September 2019.

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 500 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.

2019-2020 ACADEMIC CALENDAR

FALL SEMESTER

Pre-registrations for Faculty of Music and Performing Arts Aptitude Examination
10 - 14 June 2019

Pre-registrations for Faculty of Art, Design, and Architecture Aptitude Examination
10 - 20 June 2019

Faculty of Music and Performing Arts Aptitude Examination
25 - 29 June 2019

Faculty of Art, Design, and Architecture Aptitude Examination
24 – 25 June 2019

Registration
9 - 11 September 2019

PAE Exam: 1st stage
12 September 2019 (09:30)

PAE Exam: 2nd stage part-A
13 September 2019 (09:00)

PAE Exam: 2nd stage part-B writing exam
14 September 2019 (09:00)

PAE Exam: 2nd stage part-B speaking exam
14 - 17 September 2019

Turkish Course for New International Students
14 September 2019

GE-100 Introduction to Academic Life
16 – 18 September 2019

English Preparatory Program Period 1 Begins
19 September 2019

Classes Begin
23 September 2019

Last Day for Adding/Dropping Courses
27 September 2019 (23:59)

Classes End
31 December 2019

Final Examinations
2 – 15 January 2020

Holidays/Breaks (no classes on these days)

29 October 2019 - Republic Day

1 January 2020 - New Year's Day

SPRING SEMESTER

English Preparatory Program Period 3 Begins
27 January 2020

Spring Semester Course Registration for Continuing Students
30 – 31 January 2020

Classes Begin
3 February 2020

Last Day for Adding/Dropping Courses
7 February 2020 (23:59)

Final Examinations
20 May – 6 June 2020

Holidays/Breaks (no classes on these days)

23 April 2020 - National Sovereignty and Children's Day

1 May 2020 - Labor and Solidarity Day

19 May 2020 - Commemoration of Atatürk, Youth and Sports Day

- For the detailed academic calendar, you may visit:
<http://w3.bilkent.edu.tr/bilkent/academic-calendar-2019-2020/>