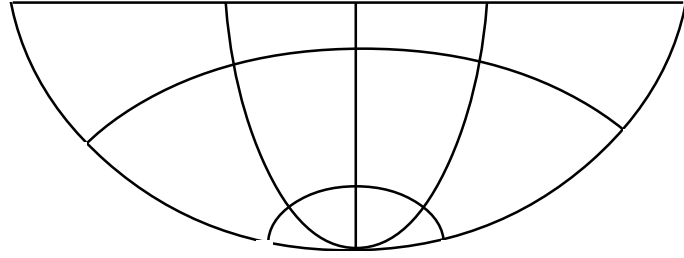


**THE 2004 EXAMINATION GUIDE FOR FOREIGN STUDENTS
FOR THE HIGHER EDUCATION PROGRAMS IN TURKEY**



YÖS
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GUIDE

In accordance with Paragraphs 10 and 45 of the Higher Education Law No: 2547 and the regulations prepared as set down in Law No: 2922 concerning the Education of Foreign Students in Turkey, it was agreed by the Higher Education Council of the Turkish Republic on 17.11.2003 and No: 2003.40.3895 that this Guide, prepared by ÖSYM, and dealing with conditions of entry of foreign students to institutions of higher education in Turkey, should be printed and distributed and that the terms and conditions set down in it be put into effect.

FOR YOUR ATTENTION !

If you are seriously intending to take the 2004 Examination for Foreign Students (YÖS) you should read this Guide carefully, fill out the enclosed Application Form accordingly and then complete the application procedure as set down here before the closing date for application.

Be sure to keep this Guide even when application procedures have been completed, since it gives information about the YÖS examination and about procedures that follow the examination.

All applications must be received no later than 12 March 2004

The Examination for Foreign Students (YÖS) will be held on 18 April 2004

For information concerning ÖSYM-YÖS the internet address is:

<http://www.osym.gov.tr>

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PRINCIPLES AND CONDITIONS

1. This examination, referred to as YÖS, has been designed for foreign students wishing to study in Higher Education Institutions in Turkey and on the results of this examination they can apply to Turkish Institutions of Higher Education. This examination is prepared and administered by the Student Selection and Placement Centre (ÖSYM).
2. This Guide contains the regulations and procedures which must be followed by foreign students who wish to take the Examination for Foreign Students (YÖS-2004) in order to study at an institution of higher education in Turkey, starting in the academic year of 2004-2005.

The results of the Examination for Foreign Students (YÖS) are valid for two years from 2003.
3. All correspondence between ÖSYM and applicants must be in Turkish or English and in Latin characters.
4. ÖSYM is not responsible for postal delays and losses during correspondence. Applicants who have lost or not received their 2004-YÖS Entrance and Identification Cards or Examination Results Cards by the given dates, may request another one from "ÖSYM-YÖS, Karyağı Sokak, No: 28, Aşağıyancı, Ankara, TÜRKİYE".
5. Application is made by sending or personally delivering to ÖSYM the Application Form enclosed in this Guide together with the required documents. **Once a candidate has applied to take the YÖS examination, and received an application number, this must be quoted in all communications with ÖSYM. Correspondence in which the application number is not stated will not be taken into consideration.**
6. No additions or changes can be made on the Application Form and in the choice of the examination center after the form has been submitted. If more than one completed Application Form, together with a statement of payment of fees is received from the same applicant, the last application will be the one that is considered valid.
7. The results of this examination are applicable only for students wishing to enroll in undergraduate programs. Students presently enrolled in undergraduate programs who seek a transfer, and also those who wish to follow postgraduate programs, should apply directly to the institutions of their choice.
8. ÖSYM is in no way responsible for any housing or maintenance problems of students, nor can it be used as an intermediary for securing a scholarship or a residence permit.
9. The application and examination fee cannot, under any circumstances, be carried forward to another academic year. A person whose application is rejected, and did not or could not take the examination, or was refused entry to the examination hall or expelled from the hall, or was not successful in the examination, or was disqualified for any reason whatsoever, cannot claim the right to a refund of the fees paid. Those paying monies over and above the fees stated under the rules and regulations cannot claim a refund either for the difference.
10. Upon the publication of this Guide ÖSYM reserves the right to make such changes in the regulations of the 2004-YÖS

Examination as may be deemed necessary, following the rulings of executive, legislative, and judicial bodies, and/or of the Higher Education Council (YÖK), and the Evaluation Committee. Any such changes will be put into effect by ÖSYM. Furthermore, any contingency not specifically covered in this Guide will likewise be dealt with by ÖSYM.

CONDITIONS OF APPLICATION

11. A) Applicants:
 - (a) must hold the nationality of a country other than Turkey (persons without a state and refugees may also apply),
 - (b) must be in their last year of secondary education or have successfully completed secondary education at any Turkish lycée or at a school in which the education is equivalent to that of a Turkish lycée,
 - (c) must meet the specific requirements of the institution of higher education in which they wish to enrol.
- B) Applications cannot be considered from anyone who:
 - (a) has Turkish nationality,
 - (b) is a citizen of the Turkish Republic of Northern Cyprus,
 - (c) holds dual nationality one of which is Turkish or that of the Turkish Republic of Northern Cyprus,
 - (d) holds Turkish nationality but has completed his/her secondary education abroad or in the Turkish Republic of Northern Cyprus,
 - (e) has been dismissed from a program of higher education in Turkey for disciplinary reasons, or has been proved guilty of cheating or in any way not conforming with the rules and the regulations of the YÖS examinations that have been held previously,
 - (f) is under a cultural exchange program between Turkey and their own country, or has received a scholarship for higher education from the Republic of Turkey.

The candidates mentioned above in Article B can not apply to the universities through the International Tests with the quotas of foreign students.

PROCEDURE FOR APPLICATION

12. Those persons, who wish to apply for the YÖS Examination, should get an "Application Form" and the "ÖSYM-YÖS 2004 Guide". Requests for these can be made in writing to "**Öğrenci Seçme ve Yerleştirme Merkezi, ÖSYM-YÖS, 06538, Ankara, TÜRKİYE**" or in person to "**ÖSYM-YÖS Karyağı Sokak, No: 28, Aşağıyancı, Ankara**".

From November 2003 onwards, these documents will be mailed (free of charge) to those who request them in writing and handed out to those calling for them at the Karyağı Street Office.
13. For an application to be considered, the following documents must be completed, and **received by ÖSYM no later than 12 March 2004** (a) a duly completed

Application Form, (b) the original receipt for the payment of the fee for application and examination (copies or photocopies will not be accepted). **Both the completed Application Form and the receipt should be sent in the same envelope. ÖSYM accepts no responsibility for tracing separate postings. If these documents, properly completed in accordance with the regulations as set out in this Guide are not received in the correct form by the stated deadline, or if a student fails in any way to meet the requirements for entry, the application to take the examination will be considered null and void.**

Residents of the Turkish Republic of Northern Cyprus, or those who have completed lycée level education in Northern Cyprus are required to submit an authorized copy of the document stating that they are not citizens of the Turkish Republic of Northern Cyprus, or a copy of their 'yurttaşlıktan çıkma belgesi' which are obtainable through the 'Muhaceret Dairesi Müdürlüğü'. One of these documents must be enclosed with the application form.

The fee for application and entrance to the examination is 50 US dollars. This sum must be paid into Account No. 3031 ÖSYM-YÖS, Türkiye İş Bankası, Güvenevler Şubesi, Ankara. Convertible foreign currency as the equivalent of 50 US dollars determined and accepted by The Central Bank of The Republic of Turkey will also be considered acceptable. Applicants from outside Turkey will send a bank cheque to ÖSYM. Copy of notice of payment, telex transfer copy and any other form of notice of payment will not be accepted.

Cheques should be obtained from banks with international transfer rights and both the issuing and clearing banks should be outside Turkey. **Fees sent by applicants are considered to be paid only after they have been transferred and credited to the account.**

Personal cheques, money orders, travelers cheques, postal orders, bank notes or any other form of money transfer are not acceptable and only bank cheques issued in accordance with the information above may be sent by post and enclosed with the stipulated documents.

- 14.** The Application Form consists of three parts, the Identification Card, the Registration Card and the Candidate Declaration Form.

Applicants must send these three parts together to ÖSYM. There are certain explanations and warnings on the Application Form. Candidates should read these carefully before they fill in the Application Form.

An application number is printed on the Application Form. Make a note of your application number. **This number must be quoted in all correspondence or stated on personal application to ÖSYM.**

BLOCK LETTERS must be used in filling out the Application Form. Particulars about the applicant must be identical on each part of the Application Form.

The applicant's passport number must be written in the given space on the Application Form. If an applicant has not obtained a passport, this space should be left blank. Two identical, clear, full-face copies of passport size photographs, taken during the last six months, must

be pasted in the spaces provided on the Application Form. Photographs taken with the applicant wearing tinted spectacles are not valid.

Applicants must mark the choice of the examination center on the Application Form. If more than one center is indicated, ÖSYM reserves the right to select the center at which the applicant must take the examination.

ACCEPTANCE TO ATTEND THE EXAMINATION FOR FOREIGN STUDENTS

- 15.** The documents submitted are examined by ÖSYM to make sure that they are complete. A "2004-YÖS Examination Entrance and Identification Card" is prepared for the applicants whose documents are in order. **This card will state the name of the center at which the candidate will take the examination and also the specific building and hall.**

Candidates taking the examination in Ankara,

- (a) who have given a postal address in Turkey will receive the 2004-YÖS Examination Entrance and Identification Card by post,
- (b) who are not resident in Turkey will collect their 2004-YÖS Examination Entrance and Identification Cards from the ÖSYM office at Karyağıdı Sokak, No: 28, Aşağıayracı, Ankara, between 15-17 April 2004 on personal application with a valid passport.

Candidates taking the examination at centers outside Turkey will collect their 2004-YÖS Examination Entrance and Identification Cards from the Embassy of the Republic of Turkey in the country concerned. Candidates must apply in person between 15-17 April 2004 and they must have valid proof of identity.

Candidates are responsible for completing the formalities required by their own countries if they wish to take the Examination for Foreign Students at a center outside their own country. ÖSYM is in no way responsible for obtaining the documents necessary for the issue of a passport or permission to leave a country in order to take the Examination for Foreign Students, nor can it in any way assist an applicant to do so.

EXAMINATION CENTERS

- 16.** This year, the Examination for Foreign Students (YÖS) will be held in Ankara (Turkey) and also at Kabul (Afghanistan), Mezar-ı Serif (Afghanistan), Tirana (Albania), Baku (Azerbaijan), Dacca (Bangladesh), Cairo (Egypt), Amman (Jordan), Almaty (Kazakhstan), Bishkek (Kyrgyzstan), Beirut (Lebanon), Skopje (Macedonia), Kuala Lumpur (Malaysia), Ulanbator (Mongolia), Islamabad (Pakistan), Kazan (Russian Federation), Damascus (Syria) and Tashkent (Uzbekistan). In all centers, the date and hour (local time) of the examination will be the same.

Each applicant must indicate the center of choice on the Application Form and applicants may only take the examination at this center. **Once the application procedure is completed the examination center of choice cannot be changed.**

THE EXAMINATION (YÖS)

- 17.** The 2004 Examination for Foreign Students (YÖS) will be held on Sunday, 18 April 2004. Candidates taking the examination must present the 2004-YÖS Examination Entrance and Identification Card and if the center is Ankara (Turkey), a valid passport as well. For all other centers, identity cards are also required.

For students taking the examination at the Ankara Center, the passport must have been stamped "Görölmüştür" at the Security Office of Ankara (Ankara Emniyet Müdürlüğü, Yabancılar Şube Müdürlüğü, Samsun Asfaltı, Hipodrom Karşısı, Ankara) by 9 April 2004 at the latest. Candidates whose passports do not bear this stamp will not be permitted to take the examination in ANKARA. 2004-YÖS Examination Entrance and Identification Cards are also required.

Candidates must bring with them soft lead pencils, an eraser, a pencil sharpener and must not bring cellular phones into the examination hall. Following identification check at 09.00 a.m., candidates will be admitted to the examination halls.

The examination consists of two parts. The first is the "Basic Learning Skills Test" which assesses abstract reasoning. The questions have a minimal dependence on language but explanations are given in English and Turkish. The second part is the "Turkish Language Proficiency Test" which assesses the candidates' comprehension of written Turkish.

The two-part examination is in a single booklet. It is a multiple choice test, and the candidate is required to select the right answer among five alternatives. The candidate marks the answer sheet carefully blocking in the alternative of his/her choice. Answers will be counted as incorrect if more than one of the alternatives is marked or if the candidate blocks in more than the given space for the answer. **Answers marked anywhere other than on the given answer sheet will not be considered valid.**

It is against the rules for candidates to talk, cheat or assist others during the examination. Students found disobeying the rules will be disqualified.

At the end of the examination, candidates as instructed, hand in both the question booklet with the answer sheets and 2004-YÖS Examination Entrance and Identification Card to the person in charge of the examination hall.

For the applicants whose examination results are discounted because they have not obeyed the rules of the examination or have not returned the necessary documents at the end of the examination, the answer sheets will not be evaluated according to the above explanations and an Examination Results Card, Examination for Foreign Students, will not be issued.

THE EVALUATION OF THE EXAMINATION (YÖS) RESULTS

- 18.** The number of correct and incorrect answers in each of these YÖS tests are separately counted. The raw score of each test is obtained by subtracting 1/4 of the

number of incorrect answers from the number of correct answers. The raw scores are converted to standard scores of which the mean is 50 and the standard deviation is 10.

ANNOUNCEMENT OF THE EXAMINATION RESULTS

- 19.** The Examination Results Cards, Examination for Foreign Students are mailed to the addresses given by the applicants on their Application Form. For this reason candidates must be sure to give their full address and write it clearly in block letters on the reverse of the Registration Card and also carefully block in the same address in coded form on the Declaration Form. In the event of a change of address, ÖSYM must be informed in writing immediately.

Successful candidates should note that they will be required to present their Examination Results Cards in order to be accepted in an institution of higher education.

APPLICATION TO A UNIVERSITY FOR ACCEPTANCE

- 20.** Foreign students can only make application for the programs offered by the universities in Turkey which are indicated in Tables 1 and 3 of this booklet.

Candidates apply directly to the universities of their choice. The examination results are one of the most important requirements for acceptance. If candidates are using their (YÖS) examination results as part of their application, then they must have received at least a 40 standard score in the Basic Learning Skills Test.

Candidates can also apply to Turkish universities with some other international examination results. For these to meet a university's requirements of acceptance they must have been recognized as the equivalent of the (YÖS) examination.

The Turkish Language Test is not taken into consideration in any program whatever the language of instruction. The Turkish Language Test is only used to decide whether a candidate who has been accepted into a program which is conducted in Turkish, can immediately commence that program or not.

In Turkey, some universities in all of their programs and some in only a few, offer instruction through a foreign language. Applicants who have been accepted into higher education programs where the language of instruction is Turkish must also register in the program into which they have been accepted but those whose Turkish is considered to be insufficient are given up to one year in which to attain and prove their proficiency. They are then allowed to commence their programs of higher education.

The universities will announce the dates of application for foreign students, and their requirements, in Turkish newspapers. These advertisements can also be found on web-sites. Foreign candidates can also reach the web-sites of the universities through www.osym.gov.tr.

Apart from YÖS, the International Examinations which are recognised by the Higher Education Council are, Scholastic Aptitude Test (SAT I), American College Testing (ACT), General Certificate of Education (GCE) A Level, International

Baccalaureate (IB), Abitur, French Baccalaureate, Matura, Tawjihi held in Jordan and Palestine, Baccalaureate Examinations held in Lebanon and also the candidates who have been awarded golden, silver and bronze medals in the International Science Olympiads recognised and participated in by TUBITAK, may apply to the universities directly.

For the entrance, according to the different examination results of the candidates, into the universities will be decided by the universities.

Candidates can reach the web-sites of the universities for information about the examinations accepted by the universities.

- 21.** Applicants who wish to enrol in higher education programs which require special skills such as art, music, physical education, sculpture, visual and stage arts, interior decoration, ceramics and glasswork, graphic arts and textile arts, are selected by means of special skills tests but foreign students are still required to take the YÖS examination or to obtain an acceptable score in one of the international examinations in order to apply (Table-3). The information about the quotas, requirements and the procedures of selection for these programs should be obtained directly from the higher education institutions concerned.

Applications for the Basic Learning Skills Tests of the universities will be considered according to the score obtained in the YÖS and International Examinations. Following the decision of the individual institutions on the number of applicants they can accept, applicants are then called to take the special skills test, the dates of which are set by the individual institutions.

- 22.** For each faculty or school of the state universities, the number of foreign students from any one country cannot exceed 20 % of the total quotas of the programs of the faculty or school in question.

REGULATIONS THAT MUST BE FOLLOWED

- 23.** Candidates are responsible for the accuracy of the information given and the coding of the application forms. The giving of wrong information, the pasting of another's photograph on the application form, having someone else take the examination, disobeying the regulations of the examination and such like behaviour, can all cause the examination results to be cancelled. Further, legal and administrative procedures will be set in motion, however much later the facts come to light.

REGISTRATION IN THE INSTITUTION OF HIGHER EDUCATION

- 24.** Each candidate accepted in a program of higher education must, whatever his/her score in the Turkish Language Proficiency Test, comply with the regulations of that institution and submit the documents required within the stated registration time limits of the academic year 2004-2005. **In order to register, a student must apply directly to the institution where he/she has been placed and show a passport**

bearing a student visa. This visa can be obtained from embassies or consulates of the Turkish Republic abroad and for those students in Turkey from the Local Directorate of Security.

The right to study in Turkey is also granted, without a student visa requirement, to those aliens, including the holders of the Document for the Use of the Rights Granted by the Law, No. 4112, who originally had Turkish nationality by birth but, upon the Turkish Government's approval, have given up their nationality and been admitted to the nationality of a foreign state, and have, upon their qualification in the Entrance Examination for Foreign Students, been accepted into a higher education program.

At registration, a student must also prove that he/she is a graduate of a secondary school of a level equivalent to that of a Turkish lycée. This procedure for determining the level of education is carried out by the "Milli Eğitim Bakanlığı, Talim ve Terbiye Kurulu Başkanlığı, Teknikokullar, ANKARA". The documents that should be sent to the above address are (a) the original of the secondary school diploma and (b) transcripts showing the names of courses, number of hours per week and grades received for the courses.

- 25.** Following registration, for students accepted in a program of higher education where the medium of instruction is Turkish, the date and conditions of the commencement of studies are dependent upon the scores obtained in the Turkish Language Proficiency Test. (i) Those who are considered to be proficient in Turkish may commence their studies at the beginning of the academic year (A-Level). (ii) Those whose Turkish is such that the student can be expected to attain proficiency within a short time, may also commence their course of study at the beginning of the academic year but at the same time they will be required to improve their Turkish (B-Level). (iii) Those whose Turkish is considered to be inadequate are given one year's leave of absence in order to acquire proficiency in Turkish (C-Level). First, however, the C-Level students must be accepted in the program of higher education. In order to secure the right to follow their given studies in the 2005-2006 academic year, these students must then satisfy their institutions of higher education that they have acquired a suitable level of proficiency in Turkish.

The documented evidence that a C-Level student has satisfied the institution in which he/she registered in the 2004-2005 academic year, that an adequate level of proficiency in Turkish has been attained must be presented in order to commence studies in the 2005-2006 academic year. Failure to submit this document results in automatic loss of rights of study.

The stipulations mentioned above are valid for those who have graduated from a Turkish Lycee abroad and in Turkey.

In programs of higher education where the medium of instruction is a foreign language, all students accepted into a program may commence their study programs at the beginning of the academic year but those whose grades in the Turkish Language Proficiency Test are below the level required (i.e. B and C Levels) will be

expected to follow courses in the Turkish language until they reach the standard required by their institution of higher education.

During the course of the academic year, B and C Level students-as regards Turkish language-may apply to their own higher education institution asking for recognition that they have attained an adequate knowledge of the Turkish language. The proof of this and whether they commence their studies is left to the discretion of the individual institution.

Turkish language levels are determined by each university for its own students, in line with the grade attained in an international test. Those with an adequate grade will start their studies at once; the others will have a year's leave in which to get their Turkish up to standard in accordance with the above regulations.

TUITION FEES AND ACCOMMODATION

26. The tuition fee for the programs of higher education is determined each year. In the 2003-2004 academic year, the tuition fees for foreign students varied depending on the nature of the program. The fees are about 750 - 1 650 US dollars in state universities and 7 000 - 16 000 US dollars in private foundation universities.

ÖSYM does not offer scholarships for foreign students and cannot be applied to as an intermediary to secure them.

There are dormitories on some campuses and also a limited number of state organized hostels. Students are required to pay the dormitory and hostel charges.

The maintenance costs are about 400-500 US dollars per month. Residence Permits are only given to students who can prove that they will be receiving adequate financial support.

ATTENTION!

After reading the information concerning the YÖS Examination, examine once more the draft that you have prepared. Be sure to check that you have filled out all the personal information in accordance with the regulations in this Guide.

Having checked everything thoroughly and decided what you want to do, you can begin to fill out the Application Form. Write and code the requested information in the spaces given. Be sure not to make any mistakes.

After you have duly completed your Application Form (all three parts together), send it, with two photographs attached, and the receipt for payment of the fee for application and examination, to ÖSYM.

**The fee for application and entrance to the examination must be paid into:
Account no. 3031 ÖSYM - YÖS, Türkiye İş Bankası, Güvenevler Şubesi, Ankara.**

Examination Centers:

Ankara (Turkey)
Kabul (Afghanistan)
Mezar-ı Serif (Afghanistan)
Tirana (Albania)
Baku (Azerbaijan)
Dacca (Bangladesh)
Cairo (Egypt)
Amman (Jordan)
Almaty (Kazakhstan)
Bishkek (Kyrgyzstan)
Beirut (Lebanon)
Skopje (Macedonia)
Kuala Lumpur (Malaysia)
Ulanbator (Mongolia)
Islamabad (Pakistan)
Kazan (Russian Federation)
Damascus (Syria)
Tashkent (Uzbekistan)

All correspondence should be addressed to:

Öğrenci Seçme ve Yerleştirme Merkezi
ÖSYM - YÖS,
06538, Ankara, TÜRKİYE

Or you can call in person:

Öğrenci Seçme ve Yerleştirme Merkezi
(Student Selection and Placement Center)
ÖSYM - YÖS,
Karyağdı Sokak, No: 28, Aşağıyabancı,
Ankara, TÜRKİYE