

## STUDENT RESIDENCE PERMIT APPLICATION - FIRST APPLICATION

### How you can make the application for a residence permit:

Step 1: Enter into this address <https://e-ikamet.goc.gov.tr/> and select the language that suits you from the top right of the page.

Step 2: Click " I LODGE AN APPLICATION FOR RESIDENCE PERMIT FOR THE FIRST TIME"

Chose "I WOULD LIKE TO LODGE A NEW APPLICATION".

Step 3 :Fill the Pre-registration Form with the required information .

Step 4 : Finish your application Choosing The city Istanbul and select the appropriate date of the appointment and after completing registration, print the papers in its final form.

Step 5 Documents will be received by Ministry Of The Interior Directorate General Of Migration ,in our campus / **Rectorate building - Mehmet Akif Ersoy Hall in November 1st , 2016 from 10:00 until 13:00.**

### **The required documents to apply for a residence permit.**

Firstly print out your the registration form that you submitted.

- 1- Passport original and copy
  - a. Copy of the page showing the last date of entrance
  - b. Copy of the visa (if applicable)
- 2- Health insurance and [insurance declaration statement](#)
  - a. Duration of the insurance must be 1 year
- 3- Student certificate retrieved from the student affairs
- 4- [Financial Assurance Statement](#)
- 5- IF your name is written as "full name" in your passport, you must submit a name certificate from the consulate.
- 6- For students under the legal age of 18 years, bring a document signed and translated to the Turkish language stating permission for him from parents to study in Turkey.
- 7- Receipt of your 58.50₺ payment and its copy
  - a. You need a tax number from the tax office to make this payment
  - b. You can make the in :
    - Hisar vergi dairesi (Eminönü)
    - Rıhtım vergi dairesi (Yakacık )
    - Gelir idaresi başkanlığı (Vatan Caddesi)
    - Moreover, some branches of rural banks also can accept the payment.

11. University Address: Halkali Merkez Mah. 1237 Sok. No. 3 Kucukcekmece / Istanbul

12. Contact info should be written exactly right. Your residence permit cannot reach you if you fail to submit a correct phone number. Residence permits will be sent to the given address. And you will be notified by a text message to your phone number.

If you have any problems in the application and for any inquiry you can visit the International Office or contact us via the communication numbers and e-mail below

Email: [international@izu.edu.tr](mailto:international@izu.edu.tr)

Phone Number: 0212 6928823