

STUDENT RESIDENCE PERMIT APPLICATION - FIRST APPLICATION

How to apply for 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" or select "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: You will pay 72 TL tax for the residence permit.

Step 6: You will go to your appointment date.

Firstly print out the registration form that you submitted.

Required Documents:

- 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 72₺ payment and its copy
 - a. You need a tax number from the tax office to make this payment (You can also pay it with credit card)
 - b. You can make the in:
Hisar Tax office (Eminönü)
Tax Office (Yakacık)
President of revenue management (Vatan Caddesi)
Moreover, some branches of rural banks also can accept the payment.

University Address: Istanbul Sabahattin Zaim University
Halkali Merkez Mah. Kuru Cad. No:2 Posta Kodu:34303 Halkali - Kucukcekmece - ISTANBUL

NOTE: 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 & Phone Number: 0212 6928823

Important Notes:

- Until you receive your residence permit don't go outside of Turkey. If you do go outside of Turkey your residence permit will be void and you have to wait 3 months to get a student visa.
- Marriage, getting a Turkish citizenship, freezing your registration, cancelling your registration, graduating or other events that change your status will cancel and void your residence permit.
- If the university and / or Directors General of Migration Management cannot reach in contact with you for 3 months your residence permit will be cancelled. Please let know when your residence address changes.
- If you are a student of Turkish Language Course (IZUTEM) you should apply for short term residence permit with 1 year duration, if you are studying bachelors you may receive a residence permit. If you are at language prep school, then you will probably get a residence permit with one year duration, if you are studying bachelors you may receive a residence permit for 4 years.
- If you are a transfer student, then you have to notify the immigration office within 10 days after your transfer.
- If you have another type of residence permit, you have to apply as the first time for student residence permit.
- Also take notice that students who apply for the first time, for extending your residence permit you need to take an appointment, after approval your residence permit will be sent to the international office.
- Don't forget to apply for extension within 2 months before expiration.