

Where should I apply for a residence permit?

After applying in the following link <https://e-ikamet.goc.gov.tr/> complete all the documents specified in the this page http://www.sis.itu.edu.tr/eng/foreign/oturma_izni.html and bring the documents on the appointment date provided in the following link http://www.sis.itu.edu.tr/eng/foreign/oturma_izni.html

Ignore the appointment date given by <https://e-ikamet.goc.gov.tr/> after applying and submit the documents on the date specified in http://www.sis.itu.edu.tr/eng/foreign/oturma_izni.html

Is it compulsory for foreigners to take residence permit?

Yes, Taking a residence permit is compulsory in case you intend to stay in Turkey longer than the validity of your visa.

Should the students come themselves for submitting the documents?

Yes, the students should come themselves.

I want to apply for residence permit but I don't have a private health insurance. What should I do?

Fill the form in the following link <https://e-ikamet.goc.gov.tr/> and choose SGK as health insurance, Then fill and sign the form mentioned in Article 7 of this page http://www.sis.itu.edu.tr/eng/foreign/oturma_izni.html. Students applying with this document should get SGK insurance from the closest branch within 3 months of their application.

What is the duration of student residence permit dependant on?

Passport validity, If the student is newly enrolled during the period of health insurance, If the student has studied preparatory course and yöksis information are taken into account.

How can I pay the residence permit fee?

You will be given an application number after filling the form in <https://e-ikamet.goc.gov.tr/> that starts with 2019-...-....., visit the closest tax office (Vergi dairesi) with this number and your passport to pay the fees. Click here for the closest tax office to the University <https://www.google.com/maps/place/%C5%9Ei%C5%9Fli+Vergi+Dairesi/@41.062959,29.0009988,15z/data=!4m5!3m4!1s0x0:0x26da92230c9bbcb1!8m2!3d41.062959!4d29.0009988>

The link for payment usually appears after 1-2 weeks after completing the application at <https://e-ikamet.goc.gov.tr/> (the time might vary slightly). You may pay the fee online and submit the printed receipt along with the documents. Students paying the residence permit fees online are not obligated to go to the tax office, the receipt will be sufficient.

Can foreign students get registered in the address registering system?

Students without a residence permit cannot be registered in the address registering system, therefore they cannot perform any operation in banks...etc. Students who have received their residence cards can register in the address registering system by visiting the closest population directorate.

I want to apply for residence permit, however I still dont have an address. What should I do?

The address of the university can be used in case students studying at ITU do not have an address for providing in the form at <https://e-ikamet.goc.gov.tr/>.

ITU Address: Reşitpaşa Mah. Katar Cad. No:2/1 Sarıyer/ İstanbul

if you have filled the address of ITU in the residence permit form, your card will arrive in the university and you may receive it from here.

Can I change my address after getting residence permit?

Students willing to make an address change after receiving the residence permit card must initially go to the population directorate and then to the Directorate of Migration Management to change the address. Foreign students must notify the address change to both institutions within 20 days.

There has been a change in my information after receiving the residence permit, What should I do?

After obtaining the residence permit, you must inform the immigration administration regarding information changes such as surname, passport number..etc. within 20 business days.

When is the residence permit application filed?

Foreigners willing to get residence permit must apply before the validity of their visa or visa exemption period date expires with respect to the date of entry into Turkey. After preparing the application form and documents mentioned in the following link:

http://www.sis.itu.edu.tr/eng/foreign/oturma_izni.html, Complete documents should be submitted on the dates specified in the relevant links.

Do individuals who have work permit also need to obtain student residence?

No, if the student has work permit, a student residence permit will not be required.

How to extend the residence permit when it is about to get expired?

Foreigners with residence permits who are willing to continue their education in Turkey have to apply for the extension of their residence. Foreigners requesting an extension must apply two months before the expiry of their residences.

Students whose residence permit duration has expired are obliged to make First time application since they can no longer make an extension.

Students who do not apply for an extension before the residence time expires may face with legal charges.

What should be done if the residence address changes?

Foreigners who have moved their address to another province from where they had obtained residence permit must apply within a maximum of 20 business days to obtain a new residence permit. In this process, if the residence permit type does not change, a new residence permit is issued, and the period paid is not charged again.

I studied at University X for 2 years. Then I got admitted/transferred to University Y. What is the procedure I need to follow?

Change of faculty or department in the same educational institution or in the same province will not affect the validity of the residence permit provided that no educational gap is observed and the relevant authorities are notified. Foreigners must notify the Directorate of Migration Management regarding change in department/faculty/university within 20 business days. If the residence permit validity is less than the duration of study, it will be extended from the expiry date to the end of educational period. A new residence permit is issued by the governor's office in case the educational program will be continued in any other province.

Are there any fees for student residence permits?

89 TL should be deposited for the residence permit.

Should I notify the authorities in case my passport is renewed/ changed?

Foreigners should inform the Directorate of Migration management regarding the passport change within 20 business days.

I get a passport mismatch error, What should I do?

Please specify the passport type that you have used to enter into Turkey (Private, Ordinary, Diplomatic). Passports obtained as a result of a special case must be marked as ordinary. Fill the passport information in the Passport/travel document field. If the passport used for entering into Turkey is expired or lost and a new one is obtained to leave Turkey, submit details of the passport that was used for your last entry into Turkey and mention the validity of the new passport. If you have dual nationality, submit the passport information used for your last entry into Turkey. Please visit the Directorate of Migration Management of your province regarding passports taken for foreign children born in Turkey that do not have a record of entry or exit from Turkey. If the passport information mismatch error persists in the e-Ikamet application form, please try all variations of the information with capital letters/lower case letters & with spaces/without spaces. Submit the number exactly as it is written in your passport.

My visa-residence permit is getting expired before the appointment date, will there be a problem?

Foreigners whose visa-residence permits are expired before the appointment date can legally stay in Turkey until submitting their documents in the university.

I get an insurance mismatch error, What should I do?

You must first contact the relevant insurance company and provide the policy number /insurance company name /renewal number /validity (start-end date) information.

In addition, if the insurance policy does not include a renewal number, if the insurance is taken for the first time from that insurance company enter the renewal number as 0, if the insurance has been taken twice enter the renewal number as 1 and if the insurance has been taken for the third time from the same company enter the renewal number as 2. Additionally ensure that you enter the digits as policy number only and no letters. Please contact the insurance company for further information.

How much time do foreigners arriving in Turkey with conditional entry have to apply for residence permit?

If the foreigner enters conditionally, the application for residence permit should be made within 10 days at e-ikamet section of www.goc.gov.tr

My visa has expired, How many days do I have in order to apply for a residence permit?

Online applications made within 10 days after the end of the visa-visa exemption period are taken into consideration. Please remember to apply before the end of your legal stay in the country.

Can private students apply for student residence permit?

Private students who are studying at our university cannot apply for a student residence permit. The students are required to choose short-term residence for their residence application, The procedure is carried out by the Directorate of Migration Management directly and not the university.

I have graduated and my student residence permit has expired, May I transfer my residence to another type?

You should apply for a short-term residence by filling a first time application in case your student residence permit and education period has ended. Although if the residence permit validity is less than two months you can apply for a short-term residence by lodging a transfer application. Application types except student residence permit are processed by the Directorate of Migration Management (Goç İdaresi) and not the university. Only student residence permits are processed by the university.

I'm a student under the age of 18, do I need anything additional for residence permit?

For students under 18 years of age, Birth certificate and consent from parents is required, ignore this information if there is a visa requirement for you to enter into Turkey. (Students entering into Turkey by e-visa are required to prepare these documents).

What should I do after I have received my student residence?

After receiving the student residence permit, visit the nearest population directorate to register your address. You must also inform the university regarding your new Foreign Identity Number (starting with 99).

I am an Erasmus student, what should I do for residence permit application?

Students who have come with Erasmus programs should refer to the Erasmus office in student affairs for residence permit applications and ignore the details in this page.

What should I be careful about while submitting my documents?

- In case you have taken an appointment from ITU Help, please be present in the student affairs office 10 minutes before the appointment.
- Place all your documents in a single transparent folder. *do not put each document in a separate transparent folder.
- Please prepare and sort the documents from No.1 to No.10 respectively.
- Please do not bring the tenancy agreement, documents taken from the population directorate or settlement document obtained from E-devlet.
- Please ensure you have printed out, filled and signed the documents specified in No.6 and No.10
- Remember to bring 4 passport photographs and payment receipt of the residence permit fee.

Where should I get the student certificate required in the documents?

Student certificates can be taken from the Student Registrar's Office in ITU Ayazağa campus, just take a queue number at the entrance of the building from the touch-screen and request the document.

What should I do for the address form that is required in the documents?

Print out, fill and sign the document mentioned in Article 6 of the following link http://www.sis.itu.edu.tr/eng/foreign/oturma_izni.html

Please do not bring the tenancy agreement, documents obtained from the Population Directorate or the settlement document obtained via E-devlet.

What are the requirements of the requested 4 photos?

Your photo must have been taken within the last 6 months, against a white background and should be biometric. Do not upload family, selfie, unrecognizable, non up-to-date or black and white photos into the system, otherwise residence permit document shall not be issued!

I prepared all the documents for the residence application and submitted my documents to the university, How can I find out the status of my residence application?

After submitting all the documents mentioned in the following link to the university http://www.sis.itu.edu.tr/eng/foreign/oturma_izni.html , You will receive updates regarding the status of your residence card to the phone number & e-mail address specified in the application form.

I have lost my residence card, What should I do?

Visit the nearest police station after losing your residence card and fill in the “lost belongings record” (“kayıp eşya tutanağı”) form. Submit the form along with your passport to the Istanbul Provincial Immigration Administration.

My residence card was not delivered because I was not available at the address I specified, what should I do?

The residence card is stored in PTT offices for a short period of time if you were not available at your address during delivery. Visit the nearest PTT office with your passport and inquire regarding your residence card. In case it is not found in the PTT office, it has been sent back to Istanbul Provincial Immigration Administration.

I have transferred to a different department in the same university. What should I do?

The existing residence permit remains valid for the foreign student provided that the change of faculty or department in the same university or a change of university in the same province is notified within 20 days to İstanbul migration administration .

I have come to your university by cutting relations /transferring from a university in a different province, what should I do?

Students should lodge an application for the first time in case of registering in our university from a different province.