



2024

RESIDENCE PERMIT GUIDE FOR INTERNATIONAL STUDENTS

BAYBURT UNIVERSITY INTERNATIONAL RELATIONS OFFICE

Step-by-Step Residence Permit Process

- Students who have completed their registration must apply for the residence permit document, which is mandatory throughout their education, through the official website of the Directorate General of Migration Management at <https://e-ikamet.goc.gov.tr/>.
- After submitting the application, the student must, without waiting for the appointment date, promptly submit the residence permit application along with the student registration form and the documents specified in the form to the International Relations Office of our University.
- Such applications must be made within the validity period of visa or visa exemption, if any, or other residence permits or documents replacing residence permits. Otherwise, the student cannot continue attending school.
- Documents to be Submitted to the International Relations Office:
 1. Residence permit registration/application form (signed by the student)
 2. Passport or equivalent document (original, with the "seen" annotation)
 3. Document showing student status (to be obtained from student affairs)
 4. 4 biometric photos
 5. Valid Health Insurance (General Health Insurance or private health insurance covering the residence permit request period)
 6. Document indicating the address of stay:
 - If staying at own residence, a photocopy of the title deed (for extension applications, a "residence certificate" is sufficient).
 - If staying with a rental agreement, a notarized copy of the lease agreement.
 - If staying in hotels or similar accommodations, a document indicating the stay.
 - If staying in student dormitories, a document indicating residence in the dormitory. • If staying with a sponsor, a notarized commitment from the sponsor (if the sponsor is married, an additional commitment from the spouse is also required).
- Receipt indicating the payment of the residence permit document fee.
- For foreigners under the age of 18:
 - For those arriving with visa exemption or a visa for a different purpose, a document containing parent/guardian information (birth certificate, family certificate, etc.) and a consent form provided by the parent/guardian/legal representative (for those coming with a study visa, no consent form and parent/guardian information document will be attached).
- National electronic notification system address (only for extension applications)