



**Dear Candidates;**

Kayseri University Graduate School Institute 2022-2023 Academic Year Fall Semester application and registration procedures for Foreign Students Master with Thesis and Doctoral Programs will be announced on the Graduate School Institute website under the title of "**INTERNATIONAL STUDENTS APPLICATION REQUIREMENTS AND PROCEDURES**". Each candidate may only apply to one Graduate Programme.

In order for your application and registration processes to be timely, accurate and complete, please complete the application requirements and dates and check our Graduate School Institute's page (<https://enstitu.kayseri.edu.tr/>) carefully.

We wish you a successful and healthy academic year.

**GRADUATE SCHOOL INSTITUTE DIRECTORATE**

**T.R.  
KAYSERI UNIVERSITY  
GRADUATE SCHOOL INSTITUTE**

**2022/2023 ACADEMIC YEAR  
FALL TERM FOREIGN STUDENTS' QUOTA AND GENERAL REQUIREMENTS**

DEPARTMENTS	MASTER WITH THESIS PROG.	DOCTORAL PROG.	SPECIAL CONDITIONS AND SUCCESS CRITERIA
<b>HUMAN RESOURCES MANAGEMENT</b>	<b>1</b>	-	<ul style="list-style-type: none"> <li>➤ To the Master's Program; those who are graduates of Business, Labor Economics, Political Science and Public Management Bachelor's degree in Management, Human Resources Management and Business Administration may apply.</li> </ul>
DEPARTMENTS	MASTER WITH THESIS PROG.	DOCTORAL PROG.	SPECIAL CONDITIONS AND SUCCESS CRITERIA
<b>MANAGEMENT</b>	<b>4</b>	<b>2</b>	<ul style="list-style-type: none"> <li>➤ To the Master's Program with Thesis; those who are graduates of Faculty of Economics and Administrative Sciences, Faculty of Political Sciences, Faculty of Business, Faculty of Economics, Faculty of Commercial Sciences, Commerce and Tourism Faculty of Education, Faculty/ School of Applied Sciences, Finance, Banking, Graduates from Insurance and Finance Colleges and/or departments can apply.</li> <li>➤ To the Ph.D. Program; those who are graduates of Business, Accounting and Finance, Human Resources, Management and Organization Graduates of Master's Programs with Thesis on can apply.</li> </ul>
DEPARTMENTS	MASTER WITH THESIS PROG.	DOCTORAL PROG.	SPECIAL CONDITIONS AND SUCCESS CRITERIA
<b>ACCOUNTING AND FINANCE MANAGEMENT</b>	<b>4</b>	-	<ul style="list-style-type: none"> <li>➤ To the Master's Program; Graduates of Related fields in Business, Economics, Finance, Accounting and Finance can apply.</li> </ul>
DEPARTMENTS	MASTER WITH THESIS PROG.	DOCTORAL PROG.	SPECIAL CONDITIONS AND SUCCESS CRITERIA
<b>HEALTH ADMINISTRATION</b>	<b>4</b>	<b>2</b>	<ul style="list-style-type: none"> <li>➤ Those who graduated from the Master's Program with Thesis in Health Management Bachelor's Degree can apply.</li> <li>➤ Those who have a Master's Degree in Health Management can apply to the Doctoral Program.</li> </ul>

DEPARTMENTS	MASTER WITH THESIS PROG.	DOCTORAL PROG.	SPECIAL CONDITIONS AND SUCCESS CRITERIA
<b>INTERNATIONAL TRADE AND LOGISTICS</b>	<b>5</b>	<b>5</b>	<ul style="list-style-type: none"> <li>➤ To the Master's Program; International Trade and/or Logistics and related department graduates of undergraduate programs can apply.</li> <li>➤ To the Ph.D. Program; International Trade and/or Logistics and related department graduates of undergraduate programs can apply.</li> </ul>

## APPLICATION REQUIREMENTS AND IMPORTANT REMINDERS

- ❖ Tuition fees for the 2022/2023 academic year of the accepted students to the Graduate Programs are; will be determined and announced before the application deadlines.
- ❖ In order for foreign candidates to be admitted to graduate programs, they must have a diploma or undergraduate degree from a higher education institution in Turkey or a diploma from an institution accepted as equivalent by the Council of Higher Education.
- ❖ Foreign students who will apply to the doctoral program can be accepted by the Council of Higher Education having a score of at least 55 or an equivalent score from the international foreign language exams accepted as equivalent by the Student Selection and Placement Centre (ÖSYM) in the central foreign language exams except their native language.
- ❖ The grade point average of the candidates applying with a bachelor's degree is at least 2.00 in the 4-point system, and the grade point average of the candidates applying with a master's degree is at least 2.50 in a 4-point system. In the conversion calculation of the candidates' graduation grade, Grade Conversion Tables of Higher Education Council (YÖK) are taken as the basis.
- ❖ Grade point average calculated in the system of 4 or 100 in the transcripts of the candidates who graduated from a university abroad must be present. This calculation is not made by our University.
- ❖ Foreign students who graduated from an undergraduate or graduate program abroad must have a Turkish proficiency certificate (C1 Certificate). After the admission and registration process, those who do not have a Turkish proficiency certificate will start preparatory class and Turkish language lessons which will not exceed one year. After receiving a certificate of competence, they can start their graduate education.
- ❖ Each candidate can apply to a maximum of one (1) Department.
- ❖ Application and final registration cannot be made by mail and cargo. Candidates who do not make their final registration on the specified dates cannot claim any rights.
- ❖ Applications made with documents that have falsified or missing documents or documents that do not meet the criteria of the Department, those who make false statements, those who do not translate their documents into Turkish and/or those who do not get approval by Notary Public or Turkish Foreign Representatives will be excluded from consideration at any stage.

## DOCUMENTS REQUIRED IN APPLICATION PROCESS AND FINAL REGISTRATION

- Application Petition,
- Payment Receipt (*Regarding Application and Evaluation Fee*),
- 1 Passport Photo (*must have been taken within the last six months*),
- Turkish C1 Proficiency Certificate (*if they get the Turkish C-1 certificate as a result of a language preparation course, they will be able to start the course period*),
- Foreign students who will apply to the doctoral program, except their native language, are required to get at least 55 points or equivalent to that score from central foreign language exams accepted as equivalent by ÖSYM and international foreign language exams.
- Passport Copy Approved (*Notarized or approved by Turkish foreign representatives*),
- Diploma Approved (*translated into Turkish and certified by Notary or Turkish foreign representatives*),
- Transcript (*translated into Turkish and certified by Notary Public or Turkish foreign representatives*),
- Equivalency or Recognition Certificate (*Otherwise, it will be requested from the Higher Education Institution later*).

### Application and Final Registration;

- ❖ Applications will be made by sending an e-mail to **enstitu@kayseri.edu.tr** with the documents requested above in “pdf” format. The Department and Program applied for should be written in the e-mail header, and the requested documents should be sent in a single e-mail attachment.
- ❖ Candidates who have the right to make the final registration must apply to the Registrar's Office in person or through their official representative and submit the required documents for the final registration.

### Evaluation;

- ❖ Transcripts and CVs are taken as basis in the evaluation of the applications of foreign candidates who meet the application conditions.
- ❖ Candidates are ranked from the highest score to the lowest, taking into account the equivalent of their graduation degrees in the transcripts in the Higher Education Council grade conversion table. Students who are entitled to Final Registration are announced on the date specified in the application calendar.
- ❖ Among the candidates with equal success grade, the candidate with the first application date is preferred..

## APPLICATION CALENDAR

❖ Application Announcement	❖ 18 July 2022
❖ Application	❖ 01-12 August 2022
❖ Announcement Of The Candidates	❖ 19 August 2022
❖ Candidates Final Registration	❖ 25-26 August 2022
❖ Announcement / Application / Registration of Substitute Candidates	❖ 01-02 September 2022



### KAYSERİ UNIVERSITY Graduate School Institute Contact information



[enstitu@kayseri.edu.tr](mailto:enstitu@kayseri.edu.tr)



+90 352 432 34 20 / Tel: +90 352 432 38 38 – 30000



+90 352 504 38 37



<https://enstitu.kayseri.edu.tr/>



Kayseri Üniversitesi Lisansüstü Eğitim Enstitüsü, Mevlana Mah. 15 Temmuz Yerleşkesi No: 6, M-Blok 3. Kat 38280 Kayseri /Türkiye