

TÜRKİYE SCHOLARSHIPS DIRECTIVE ON SCHOLARSHIP PROCEDURES

PART ONE

Objective, Scope, Legal Basis and Definitions

Objective

ARTICLE 1– (1) The objective of this Directive is to regulate the procedures and operations concerning the Turkish language education, associate degree, bachelor’s degree and postgraduate scholarships granted to international students by the Republic of Turkey within the context of Türkiye Scholarships.

Scope

ARTICLE 2– (1) This Directive covers the acquisition of Turkish language education, associate degree, bachelor’s degree and postgraduate scholarship status granted to international students by the Republic of Turkey within the context of Türkiye Scholarships, the extent of the scholarships (payments, supports, deduction of scholarship), leaves, pausing scholarship, termination of scholarship, suspension of scholarship and procedures and operations concerning visa, dormitory and residence permits.

Legal Basis

ARTICLE 3– (1) This Directive has been prepared on the basis of the paragraph (c) of article 732 and the paragraphs (f) and (g) of article 741 of the Decree No. 4 issued by Presidency of the Republic and published in the Official Gazette dated 15/7/2018 and issue no. 30479 and on the basis of the Türkiye Scholarships Regulation published in the Official Gazette dated 17/6/2014 and issue no. 29033.

Definitions

ARTICLE 4– (1) In this Directive:

- a) President: shall refer to the President for Turks Abroad and Related Communities;
- b) Presidency: shall refer to the Presidency for Turks Abroad and Related Communities;
- c) Scientific preparation: shall refer to the complementary education which lasts for maximum one calendar year in order to remedy deficiencies of the students (if need be) admitted to postgraduate and doctoral programs;
- ç) Pausing scholarship: shall refer to the circumstance where the scholarship payment is adjourned without losing scholarship status;
- d) Suspension of scholarship: shall refer to -in cases where it is necessary to investigate the student’s scholarship- the circumstance where the scholarship payment is

adjourned without losing scholarship status, the circumstance where the retrospective scholarship payments are made in case the result of the investigation is in favor of the student;

e) Termination of scholarship: shall refer to the termination of the student's scholarship status;

f) Deduction of scholarship: shall refer to making deductions in the students' monthly scholarship payments or in the supports provided to the student;

g) Scholarship agreement: shall refer to the document which specifies the students' obligations and scholarship conditions and is signed by the candidates found eligible for grant of scholarship;

ğ) Letter of invitation: shall refer to the document containing information about the Turkish language learning center, the university, the department, the dormitory in which the student is placed and containing a list of the documentation necessary for enrolment;

h) Supports: shall refer to the payments such as accommodation assistance, health insurance, transportation support, partial monthly scholarship payment and tuition fee defined into a scholarship program;

i) Foreign representative office: shall refer to the Turkish Embassies and Consulate Generals located in foreign countries;

ı) Academic year: shall refer to one academic year consisting of two semesters;

j) KYK: shall refer to the Higher Education Credit and Hostels Institution;

k) Student: shall refer to the foreign students who are found eligible to receive education in Turkey within the context of Türkiye Scholarships;

l) SGK: shall refer to the Social Security Institution;

m) Turkish language preparatory education: shall refer to the Turkish language preparatory education which is provided by the Yunus Emre Institute and Turkish language learning centers affiliated with universities and lasts for maximum one year;

n) Turkish Language Proficiency Certificate: shall refer to the Turkish language proficiency certificate in minimum C1 level as per the European Language Portfolio (ELP) language levels;

o) Türkiye Scholarships: shall refer to the general name of the scholarship programs provided to international students by the Republic of Turkey;

ö) Proficiency exam: shall refer to the exams measuring whether or not the student has acquired the foreign language proficiency or has the foreign language level and proficiency required for the program;

p) YÖK: shall refer to the Council of Higher Education; and

r) Regulation: shall refer to Türkiye Scholarships Regulation published in the Official Gazette dated 17/6/2014 and issue no. 29033.

PART TWO

Scholarship Status, Scholarship Periods, Scholarship Payments, Supports, Visa and Residence Permit Procedures

Initiation of the scholarship status and of the payments

ARTICLE 5– (1) The scholarship status shall be initiated upon the signing the scholarship agreement by the student who is found eligible to receive scholarship education in Turkey in consequence of the selection studies and the evaluations carried out by the Presidency.

(2) Turkish language preparatory education, associate degree, bachelor's degree and postgraduate scholarship payments shall be initiated when the student enrolls in the program in which he/she is placed.

(3) If the student who has acquired the scholarship status does not, within the period of time fixed, enroll in the program in which he/she is placed, his/her scholarship status shall terminate automatically. However, in case the student proves that his/her failure to enroll in the program arises from reasons other than his/her own fault, the matter shall be evaluated additionally by the Presidency.

Scholarship Periods

ARTICLE 6– (1) In addition to the Turkish language preparatory education, the scholarship periods are:

a) for the scholarships in the level of associate degree/bachelor's degree: up to the normal duration of the program in which the student is enrolled;

b) for the scholarships in postgraduate level: up to the 2-year postgraduate education period;

c) for the scholarships in doctoral level: up to the 4-year doctoral education period; and

ç) for the language course: up to the period determined in the relevant scholarship program, not exceeding the period of the Turkish language preparatory education.

(2) In cases where it is mandatory to provide additionally preparatory education in foreign language within the scope of the subparagraph (a) of the paragraph (1) contained in this article, a term may be granted for the preparatory education in foreign language, provided that this term does not exceed 1 year.

(3) In cases where it is mandatory to provide additionally scientific preparation education within the scope of the subparagraphs (b) and (c) of the paragraph (1) contained in this article, a term may be granted for the scientific preparation education, provided that this term does not exceed 1 year.

(4) An additional term of maximum one year may be granted to the students who have failed to complete their education within the periods specified under this article. This term may be extended up to 2 years for those included in the scope of the paragraph (4) of article 17 contained in this Directive. Monthly scholarships for the students who are granted

additional term shall be paid by making a deduction at the rate of 50%. The cases not arising from the student shall be evaluated additionally by the Presidency.

Scholarship payments

ARTICLE 7– (1) The payments and supports determined in the scholarship program shall be provided during the period of the scholarships by the Presidency to the students who have acquired the scholarship status and fulfill their obligations contained in article 5 of this Directive.

(2) The monthly payments determined by the Presidency every year shall be made by transfer of the relevant amounts to the accounts belonging to the students.

(3) The payments shall cover one retrospective month in which the student becomes entitled to the scholarship payment. The student, whose situation does not constitute an impediment against the scholarship payment for at least 20 days in one month, due to the cases specified in this Directive, shall be deemed to have become entitled to the scholarship payment. The condition “term” specified under this paragraph shall not be required in the scholarship payments to be made for the first month that the right to scholarship has been acquired and the month that the student has been graduated in case of the student in graduation status.

(4) As regards the students to whom the payment has been made unjustly for any reason and whose scholarships continue; a monthly deduction corresponding to 25% of the monthly scholarship to which the student becomes entitled shall be made from the scholarship payments to be made to the student thereafter and thus, the entire payment that has been made unjustly shall be set off against the scholarship payments to be made to the student thereafter. However, in cases where it is understood that, due to lack of sufficient time, it will not be possible to set off -by monthly deductions at the specified rate- the entire payment that has been made unjustly; the rate of the monthly deduction shall be determined by the Presidency at such a rate to recover the entire payment that has been made unjustly.

(5) As regards the student whose scholarship has been paused, suspended, terminated or against whom a deduction of scholarship has been made; in case it is found that the transaction carried out about this student is erroneous, the payment shall be made retrospectively as of the date that the transaction has been carried out.

Supports

ARTICLE 8– (1) The students shall be provided with transportation support by the Presidency during their first arrival and their departure after graduation. The transportation support may take place as the provision of the tickets or cash payment by the Presidency. In order for the transportation support to be provided with the graduates, it is necessary for the students to document that have been graduated and to declare that they will return to their country within six months as from the graduation date.

(2) It is a principle that the students stay in the dormitories affiliated with KYK. The payments to be made for the students staying in the dormitories affiliated with KYK shall be made by the Presidency taking as basis the accrual lists to be prepared for each student by KYK.

(3) If found necessary, accommodation assistance may be provided with the students upon the relevant approval granted by the Presidency. The accommodation assistance may be provided by payment of the accommodation fees to the relevant institution by the Presidency or by cash payment of the amount to the student as determined by the Presidency.

(4) The accommodation assistance may, as a maximum, be provided with the graduate students for a further period of 2 months as from the graduation date.

(5) The students' health insurance premiums shall be paid to the relevant institution by the Presidency and thus, this obligation shall be fulfilled by the Presidency.

(6) The students' tuition fees shall be paid to the relevant education institution by the Presidency and thus, this obligation shall be fulfilled by the Presidency.

(7) As regards the payments related to the Turkish language learning centers or other education institutions in which the students are placed for Turkish language preparatory education, these payments shall be made by the Presidency.

(8) In case any of the undertaken supports has been paid by the student, provided that this is defined in the scholarship program, the documented amount shall be reimbursed to the student in such amount not exceeding the amounts determined by the Presidency.

Documentation in the scholarship-related procedures

ARTICLE 9– (1) Within 15 days at the latest, the students shall notify to the Presidency or to the units designated by the Presidency any changes that have occurred in their situations (pausing scholarship, lateral transfer, leave, medical report, marriage, military service, change of address etc.).

(2) The information and documents obtained from the relevant institutions and organizations shall be considered to be basis of the scholarship-related procedure. In case of a discrepancy between this information and the student's declaration, it is the student's obligation to ensure that this information is up to date. In case the needed information and documents are obtained from the relevant institutions, the student shall not be asked for resubmission of the relevant documents.

Visa and residence procedures

ARTICLE 10– (1) As regards the students who have acquired scholarship status, it is necessary for these students to obtain student visa/residence permit from the Foreign Representative Offices and to prepare the documents specified in the letter of invitation.

(2) The students who have acquired scholarship status must apply to the relevant authorities along with the information and documents necessary to obtain the residence permit fitting for the purpose, within the legal terms.

(3) The students who wish to renew their residence permits or extend the duration of their residence permits have to apply to the relevant authorities prior to the expiration of the duration specified in their permits and thus, they have to obtain the new ones or have their duration extended.

PART THREE

Academic Procedures, Turkish Language Preparatory Education and Leaves

Procedures related to the requests for university and/or department/program change

ARTICLE 11– (1) It is a principle that the students complete their education in the programs in which they are placed. However, the scholarship shall exactly be continued in case of the following circumstances:

a) The students in the level of associate degree and bachelor’s degree may realize lateral transfer in accordance with the provisions of “The Regulation on the Principles for Student Transfer Between Associate Degree and Bachelor’s Degree Programs, Double Major and Minor Programs and Course Credit Transfers Between Institutions of Higher Education” published in the Official Gazette dated 24/4/2010 and issue no. 27561.

b) The students in postgraduate level, who have completed at least one semester in the postgraduate program in which they are placed, may realize lateral transfer in accordance with the provisions of “The Regulation on Postgraduate Education” published in the Official Gazette dated 20/4/2016 and issue no. 29690.

c) In case of force majeure, e.g. where the department/program is not inaugurated, academic justifications, the students may request for university and/or department/program change. The students who will request for change due to force majeure must apply to the Presidency by documenting their situations. These requests or the force majeure determined by the Presidency shall be reviewed by the Presidency, and the changes found to be acceptable shall be submitted for approval of YÖK in order that the relevant resolution is taken.

(2) The changes included in the scope of the subparagraphs (a) and (b) of the paragraph (1) in this article shall be submitted to the Presidency by the students within 1 month.

(3) The changes included in the scope of the subparagraph (c) of the paragraph (1) in this article may be realized by the end of the first semester in the relevant program, with the exception of language education.

Turkish language preparatory education

ARTICLE 12– (1) Turkish language preparatory education shall be provided to the students who do not have Turkish Language Proficiency Certificate. The students who have Turkish Language Proficiency Certificate shall directly start academic education.

(2) The following shall be admitted as Turkish Language Proficiency Certificate:

a) Turkish language proficiency certificates issued by the Yunus Emre Institute, Turkish language learning centers affiliated with universities and other institutions and organizations approved by the Presidency;

b) Certificates of graduation from bachelor’s degree or postgraduate departments/programs that provide Turkish education;

c) High school diplomas obtained from the institutions that provide education subject to the curriculum of the Ministry of National Education.

(3) It is a principle that the students complete their Turkish language preparatory education at the Turkish language learning centers in the provinces where the universities, in which the students are placed, are located.

(4) The students, who have obtained Turkish Language Proficiency Certificates after they have successfully completed Turkish language preparatory education, shall start their academic education in the next academic year. However; the students, who have successfully completed their Turkish language education in the first semester of the academic year, shall start their academic education in the second semester of the academic year, if this is found acceptable by their universities. In case the universities do not approve that these students start academic education in the second semester of the relevant academic year, these students shall continue their Turkish language education through the highest level, or upon their request, their scholarships shall be paused and they shall be deemed to be on leave for one semester which shall not be included in the scholarship period.

Leaves

ARTICLE 13– (1) In the periods that the academic education continues, the students' domestic and foreign leave and enrolment suspension procedures are subject to the legislation of the institutions where they receive education.

(2) The scholarship payments shall continue during the leaves taken in the periods that the education makes a pause and during the leaves taken for a period of time shorter than 1 month within the education period.

(3) The leaves, granted to the students within the scope of this article, are only for the following-up of the scholarship procedures. In this period, the students' obligations, arising from the legislation to which they are subject due to residence, dormitory, education etc. procedures, shall survive.

PART FOUR

Cases Causing Partly or Permanently Loss of the Right to Scholarship

Academic monitoring

ARTICLE 14– (1) The students' academic standing and attendance shall be monitored periodically. In consequence of the evaluations carried out by the Presidency, in case it is found that the students fail to meet the academic standing and attendance criteria determined within the scope of this Directive, it may be resolved that their monthly scholarship payments be made by making a deduction not exceeding 50%, that their scholarships be paused or that their scholarships be terminated.

(2) The students are obliged to show due diligence in order to complete their education uninterruptedly and successfully. In case it is found that a student does not fulfill these obligations, the scholarship of this student shall be terminated.

(3) In case it is notified that a student is discharged from university, the scholarship of this student shall be terminated.

(4) The cases, which differ from the academic standing criteria -referred to in this Directive- as required by the universities' legislation, shall be evaluated additionally by the Presidency.

Preparatory students

ARTICLE 15– (1) In case the students fail in one-year Turkish language preparatory program and/or preparatory program in foreign language, the scholarships of these students shall be paused until such time as they submit their language proficiency certificate and document that they have started academic education. This period of time, during which the scholarship is paused, shall not be deemed to be included in the scholarship period. In case the students could not attain language proficiency at the end of the second year either, the scholarships of these students shall be terminated.

(2) In case the students fail in the scientific preparation program, the scholarships of these students shall be terminated.

Associate degree students

ARTICLE 16– (1) In case the associate degree student's cumulative grade point average is less than 1,00 on the scale of 4,00 at the end of the first academic year, the scholarship of this associate degree student shall be terminated.

(2) In case of grade repetition or in case the associate degree student's cumulative grade point average is less than 2,00 on the scale of 4,00 at the end of the first academic year, the monthly scholarship payments shall be made to this associate degree student by making a deduction at the rate of 25% as from the next academic year.

Bachelor's degree students

ARTICLE 17– (1) In case the bachelor's degree student's cumulative grade point average is less than 1,00 on the scale of 4,00 at the end of the first academic year, the monthly scholarship payments shall be made to this bachelor's degree student by making a deduction at the rate of 50% as from the next academic year.

(2) In case the bachelor's degree student's cumulative grade point average is less than 1,00 on the scale of 4,00 in the academic years following the first academic year, the scholarship of this bachelor's degree student shall be terminated.

(3) In case of grade repetition or in case the bachelor's degree student's cumulative grade point average is less than 2,00 on the scale of 4,00 in the academic years following the first academic year, the monthly scholarship payments shall be made to this bachelor's degree student by making a deduction at the rate of 50% as from the next academic year. If the case, which causes the deduction of scholarship against this student, repeats in any of the subsequent years, the scholarship of this students shall be terminated. However, as regards the students who are in the final year of the normal period of study and are understood that they

may be graduated, the termination transaction shall not be carried out against these students even in the event of repetition of the case which causes the deduction of scholarship.

(4) As regards the medicine, dentistry and pharmacy programs that provide education as per the pass-fail grading system; in case of grade repetition for the second time by the students of these programs, the monthly scholarship payments shall be made to these students by making a deduction at the rate of 50%. In case of grade repetition for the third time by the students of these programs, the scholarships of these students shall be terminated.

Termination of deduction of scholarship

ARTICLE 18– (1) In case the associate degree/bachelor’s degree student documents that the case which caused the deduction of scholarship ceases to exist, the subsequent scholarship payments shall be made to these students without making a deduction.

Postgraduate students

ARTICLE 19– (1) With the exception of those who take scientific preparation courses, in the case that the postgraduate students fail to successfully complete their seminar course or their credit courses contained in the instructional plan at the end of four semesters or that the postgraduate students fail to attain the minimum cumulative grade point average within this period of time as stipulated by the university, the scholarships of these postgraduate students shall be terminated.

Doctoral students

ARTICLE 20– (1) With the exception of those who take scientific preparation courses, in the case that the doctoral students fail to successfully complete their seminar course or their credit courses contained in the instructional plan at the end of four semesters or that the doctoral students fail to attain the minimum cumulative grade point average within this period of time as stipulated by the university, the scholarships of these doctoral students shall be terminated.

(2) In case the doctoral students could not take the doctoral proficiency exam at the end of the fifth semester, the scholarships of these doctoral students shall be terminated.

(3) In case the student fails in the doctoral proficiency exam, it is mandatory for this student to retake the doctoral proficiency exam in the next semester. If the doctoral student fails also in this exam, the scholarship of this doctoral student shall be terminated.

Absenteeism

ARTICLE 21– (1) As regards the students receiving Turkish language preparatory education, whose absenteeism exceeds 20 hours on a monthly basis, the scholarship payments shall be made to these students by making a deduction at the rate of 25% during the subsequent three months. In the case of absenteeism -without excuse/permission- exceeding 100 course hours in total, the scholarships of these students shall be terminated.

(2) As regards to the students who receive preparatory education in foreign language, in case these students do not take the proficiency exam or do not continue receiving education constantly or at intervals for more than two months, the scholarships of these students shall be terminated.

(3) In case the students do not, without excuse, continue receiving education constantly or at intervals for more than two months in one semester after they have started to receive university education or in case the students do not, without a valid excuse, take all the final and makeup exams, the scholarships of these students shall be terminated.

Case of not enrolling/re-enrolment

ARTICLE 22– (1) In case the students are not, without a valid excuse, enrolled in/re-registered with the university and registered with a course with the exception of language preparatory classes, the scholarships of these students shall be terminated.

Exceedance of enrolment suspension and leave periods

ARTICLE 23– (1) As regards the student whose enrolment is suspended by the institution where student receives education, this student's scholarship for maximum one academic year in total or at intervals shall be paused, which period of time shall not be deemed to be included in the scholarship period. In case the student suspends his/her enrolment for a period of time longer than one academic year, the scholarship of this student shall be terminated.

(2) As regards the students who wish to spend a certain period of time outside Turkey on leave/as per medical report within the academic period due to force majeure such as sickness, military service etc., in case these students' report durations/leave periods exceed one month, their scholarships shall be paused. It is necessary for these students to submit the report and its Turkish translation to the Presidency and to the education institution where they receive education. In such cases, if necessary, these students should suspend their enrolment and submit to the Presidency the document indicating that their enrolment is suspended. The period of the leaves which may be granted within the scope of this article shall be maximum one year.

(3) Within the scope of the schemes pertaining to the supports/grants provided through project-based activities or national or international student mobility approved by the Presidency, the students who will continue receiving education at another higher education institution may be granted leave for maximum one semester, provided that these students make the relevant notification to the Presidency along with the acceptance letters within 15 days. However, the scholarships of the students -who will continue receiving education at a higher education institution located in a foreign country- shall be paused for a period of time up to the period of the relevant education mobility program, which period of time shall be deemed to be included in the scholarship period.

(4) The postgraduate and doctoral students -who will perform their thesis studies in a foreign country- may be granted leave up to 6 months during their education, provided that they submit their certificates/documents to the Presidency. Scholarship payments shall be made to these students during their leave. Noncompliance with the disciplinary rules established by dormitories and education institutions

ARTICLE 24– (1) As regards the students who are punished with temporary debarment from education institution, the scholarships of these students shall be paused for 1 month in case they are punished with temporary debarment for a period of time between 1 week and 1 month, and shall be paused for the duration of the punishment in case they are punished with temporary debarment for a period of time between 1 month and one semester. The situations of those -who are punished with temporary debarment for a period of time longer than one semester- shall be evaluated by the Presidency. In case students are punished with discharge from education institution, the scholarships of these students shall be terminated.

(2) The students have to comply with the legislation pertaining to the dormitories in which they stay. The situations of the students who are punished with a disciplinary punishment shall be reported to the Presidency by the dormitory managements.

(3) The Presidency shall evaluate and resolve the situations of those who are punished with a disciplinary punishment as per the legislation pertaining to the dormitories in which they are placed.

Work permits

ARTICLE 25– (1) The postgraduate and doctoral students, who have successfully completed the language preparatory and/or scientific preparation programs, may work in the fields related to their education, provided that they obtain the relevant assent of the Presidency and the work permit.

(2) In consequence of the evaluation that will be carried out by the Presidency, it may be resolved that the monthly scholarships of the students -who are approved to work- be paused or be paid by deduction during the term of the work permit. The other supports and payments for these students, which other supports and payments are defined within the scope of the scholarship program, shall survive with the exception of their health insurance premiums.

(3) As regards the students whose work permits have expired within the scholarship periods regulated by article 6, the subsequent scholarship payments shall be made to these students without any deductions.

(4) In case it is found that the students do not fulfill the obligations stated within the context of this article, the scholarships of these students shall be terminated.

Other cases

ARTICLE 26– (1) In case it is found that the students have declared inaccurate information or documents in the course of the application process or at any phase of the scholarship, the scholarships of these students shall be terminated.

(2) In case it is found that the students have acted contrary to the objectives and targets referred to in articles 5 and 6 of the Regulation, the scholarships of these students shall be terminated.

(3) In case it is found that the students pose a threat against the public order, the public security or the public health, the scholarships of these students shall be terminated.

(4) With the exception of the cases for which exception is provided, in case the students acquire Turkish citizenship at any phase of the scholarship, the scholarships of these students shall be terminated.

(5) The scholarship situations of the students against whom an administrative or a judicial investigation has been initiated shall be evaluated by the Presidency.

(6) In case the students get a scholarship from international organizations or another public institution or organization in Turkey, the scholarships of these students shall be terminated.

(7) In case the students are convicted of an offense other than negligent offenses, the scholarships of these students shall be terminated.

Consequences of pausing scholarship and termination of scholarship

ARTICLE 27– (1) Monthly scholarship payments shall not be made to the student whose scholarship is paused.

(2) Scholarships shall not be re-granted to the students whose scholarships have been terminated.

(3) In case the students' scholarships are terminated, the Presidency shall inform the Ministry of Interior, YÖK, KYK, SGK and the Turkish language learning center in order that the necessary procedures are carried out.

Cases where scholarships are suspended

ARTICLE 28– (1) The scholarship shall be suspended in cases where it is necessary to re-evaluate the transactions or procedures related to the student's scholarship.

(2) During the evaluation process, no payment shall be made to the student whose scholarship is suspended.

(3) In case the result of the evaluation is positive, the retrospective payments shall be made and the student's scholarship shall resume.

PART FIVE

Final Provisions

Cases for which there is no relevant provision

ARTICLE 29– (1) In respect of the cases for which there is no relevant provision in this Directive, the procedures shall be carried out within the framework of the provisions contained in the Regulation and in other related legislation.

Repealed directives

ARTICLE 30– (1) The Türkiye Scholarships Scholarship Procedures Directive, which entered into force by the Office’s Approval dated 2/10/2014 and no. 1152, is hereby repealed.

Effectiveness

ARTICLE 31– (1) This Directive shall become effective on the date of its approval.

Execution

ARTICLE 32– (1) The provisions of this Directive shall be executed by the President.

This Directive has been put into effect by the Office’s Approval dated 17/4/2019 and no. 41396.