

## Residence Permit Application Instructions For Non-Contracted Scholars:

- ✦ Go to the webpage: [e-ikamet.goc.gov.tr](https://e-ikamet.goc.gov.tr).
- ✦ Click the “*I lodge an application for a residence permit for the first time*”.

The screenshot shows the homepage of the e-ikamet.goc.gov.tr website. The header features the logo of the Republic of Turkey Ministry of Interior Directorate General of Migration Management and the e-ikamet residence logo. The main content area has three prominent buttons: a purple button for "I LODGE AN APPLICATION FOR RESIDENCE PERMIT FOR THE FIRST TIME", a green button for "I APPLY FOR THE EXTENSION OF THE DURATION OF RESIDENCE PERMIT", and a yellow button for "I LODGE A TRANSFER APPLICATION FOR RESIDENCE PERMIT". Below these buttons is an "IMPORTANT" section with several notices in Turkish and English. The footer includes a "Required Documents" link, a "Suggestion, Request, Complaint Form" link, and a visitor counter showing "TOPLAM ZİYARETÇİ: 0" for "11/10/2016" and onwards. The system tray at the bottom shows the date and time as "08:54 10.01.2019".

REPUBLIC OF TURKEY  
MINISTRY OF INTERIOR  
DIRECTORATE GENERAL OF  
MIGRATION MANAGEMENT

Tr Ru En Ar e-ikamet residence

I LODGE AN APPLICATION FOR RESIDENCE PERMIT FOR THE FIRST TIME

I APPLY FOR THE EXTENSION OF THE DURATION OF RESIDENCE PERMIT

I LODGE A TRANSFER APPLICATION FOR RESIDENCE PERMIT

IMPORTANT

(!) İkamet izni uzatma başvurularında ikamet izni randevu yoğunluğuna göre yeni bir sisteme geçilmiştir. 26 Temmuz 2018 tarihi itibarıyla bazı

(!) About the process that foreigners who created demand for residence permit from Istanbul Migration Management before and who

(!) Foreigners who are the citizens of Serbia and Montenegro are required to

(!) AIESEC - IAESTE, the ones who came to our country within the scope of

(!) e-residence application is published by being tested with the latest versions of the

Required Documents • Suggestion, Request, Complaint Form

TOPLAM ZİYARETÇİ: 0  
11/10/2016' dan itibaren

08:54  
10.01.2019

Click *"I would like to lodge a new application"*.

The screenshot shows the website of the Directorate General of Migration Management of the Republic of Turkey. The page is titled "First Application Processes" and prompts users to "Please Select the Type of the Application." There are three main buttons: "I WOULD LIKE TO LODGE A NEW APPLICATION", "I WANT TO CONTINUE MY APPLICATION", and "I WOULD LIKE TO SEE MY APPLICATION RESULT".

**REPUBLIC OF TURKEY**  
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**MIGRATION MANAGEMENT**

Tr Ru En Ar Home Page e-ikamet residence

number when you entered into Turkey correctly and completely from the "pre-registration form" part.

- You are required to enter your insurance information correctly and completely according to your health insurance.
- You will be notified of your residence permit application in the direction of your communication preference. You are required to fill in your contact information correctly and completely.

**First Application Processes**

Please Select the Type of the Application.

I WOULD LIKE TO LODGE A NEW APPLICATION

I WANT TO CONTINUE MY APPLICATION

I WOULD LIKE TO SEE MY APPLICATION RESULT

**IMPORTANT**

(!) Regarding actions and procedures on foreigners, Directorate General of Migration Management does not work with third natural persons and/or legal persons. However, recently, the number of false documents in residence permit applications submitted to Provincial Directorate of Migration

(!) In addition, legal action will be taken in accordance with Article 206 of Turkish Penal Code No. 5237 on foreigners who have made a false statement while applying for residence permit. In addition to this, their residence permit applications will be refused, their residence permit will be cancelled if it

08:56  
10.01.2019

- ✦ Enter and save your name information as written in your passport.
- ✦ A verification code will be sent to the chosen communication information.
- ✦ If you are giving a telephone number, it must be a Turkish operator.
- ✦ If the areas are not red, you do not have to fill them out. That is, you can skip the areas in black.
- ✦ Please fill out only the red areas.

Gelen Kutusu (1) - 3499telefon@ Directorate General of Migration

https://e-ikamet.gov.tr/lkamet/OnKayit

Apps Dalışa Yasak Bölgeler İlk Ağırlıklı Dalışımı ye INTRANET tam zamanlı link Yabancıların Tabii Oldu Akademik Takvim - İ Nefes Tutma Teknikleri Denizci Malzemeleri

### Pre-registration Form

Name	XXXXXXXX	Nationality ID Number	
His/her Last Name	XXXXXX	Nationality	XXXXXXXXXX
Date of Birth	XXXXXXXXXX	Travel document no with which entered into Turkey	XXXXXXXXXXXXXXXXXX
Türkiye'de Doğan Çocuk	Please select...	Communication Preference	XXXXXXXXXXXXXXXXXX
Father's Name	XXXXXXXXXX	E-Mail	XXXXXXXXXXXX
Mother's Name	XXXXXXXXXXXX	Cell Phone	
Gender	XXXXXXXXXXXX		

All fields marked with red are mandatory.

Enter the characters you see in the image to the space near the image.  
Click to refresh if you can not read.

NKCKPRQE

XXXXXXXXXXXX

Save

- ✦ A verification code will be sent to the chosen communication information.
- ✦ Enter the code and continue.

https://e-ikamet.goc.gov.tr/Ikamet/Dogrulama?id=F2B56A0DFB104FF085866E22AFE63A16

Dalışa Yasak Bölgeler Z İlk Ağırıklı Dalışını ya INTRANET tam zamanlı link Yabancıların Tabii Ol: Akademik Takvim - Nefes Tutma Teknikleri Denizci Malzemeleri

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Tr Ru En Ar Home Page e-ikamet residence

## Information

- In order to continue your application, please completely enter the verification code which has been sent to you.

### Application Processes

#### Activation Page

Verification Code

Please enter verification code that has been sent you completely.

Continue the Application

174

- ✦ Click the “*Application for Short Term Residence Permit*”.

https://e-ikamet.goc.gov.tr/ikamet/ikametizinTurSec/ilkBasvuru

Dalıřa Yasak Bölgeler Z İlk Ağırıklı Dalıřmı y: INTRANET tam zamanlı link Yabancıların Tabi Old Akademik Takvim – K Nefes Tutma Teknikleri Denizci Malzemeleri

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## Information

- Please select the type of your residence permit.

### First Application Processes

Please Select the Type of the Application.

 <b>APPLICATION FOR FAMILY RESIDENCE PERMIT</b>	 <b>STUDENT RESIDENCE PERMIT APPLICATION</b>
 <b>APPLICATION FOR LONG TERM RESIDENCE PERMIT</b>	 <b>APPLICATION FOR SHORT TERM RESIDENCE PERMIT</b>

- ✦ Do not type the surnames of your parents. Only their names are required.
- ✦ Upload a biometric photo. The photo should comply with ICAO Standards.

https://e-ikamet.goc.gov.tr/Ikamet/BasvuruSteps/ProcessStep

Apps Dalışa Yasak Bölgeler İlk Ağırıklı Dalışımı ya INTRANET tam zamanlı link Yabancıların Tabii Oldu Akademik Takvim - Nefes Tutma Teknikleri Denizci Malzemeleri

### Personal Information

Personal Information 1 Personal Information 2 Travel Document Information Person Applying on Behalf of the Applicant

Foreigners ID No

Name

His/her Last Name

Previous Surname

Father's Name

Mother's Name



Delete the Photograph

All fields marked with red are mandatory.

Next

- ✦ Fill all the red areas.
- ✦ Throughout the application, you are required to fill only the red areas.

https://e-ikamet.gov.gov.tr/Ikamet/BasvuruSteps/ProcessStep

Dalışa Yasak Bölgeler İlk Ağırlıklı Dalışımı ya INTRANET tam zamanlı link Yabancıların Tabi Oldu Akademik Takvim - Nefes Tutma Teknikleri Denizci Malzemeleri

<b>Gender</b>	xxxxxx	<b>The other nationality</b>	Please select...
<b>Date of Birth</b>	xxxxxxx	<b>The Nationality at Birth</b>	xxxxxxxx
<b>Marital Status</b>	xxxxxxxx	<b>Place of Birth</b>	
<b>Status of Special Needs</b>	Please select...	<b>The Country of Birthplace</b>	xxxxxxxx
<b>Nationality ID Number</b>		<b>Blood Group</b>	Please select...
<b>Nationality</b>	xxxxxxxx	<b>Registered e-mail (REM) address</b>	
<b>The mother is the citizen of Turkish Republic</b>	<input type="radio"/> Yes <input checked="" type="radio"/> No		
<b>The Father is the Citizen of Turkish Republic</b>	<input type="radio"/> Yes <input checked="" type="radio"/> No		

All fields marked with red are mandatory.

Please select one of the following.

- ✦ Fill your passport information.
- ✦ Enter the date as month/day/year.
- ✦ If you are using the website in Turkish, it should be day/month/year in Turkish format.

https://e-ikamet.gov.tr/Ikamet/BasvuruSteps/ProcessStep

Dalışa Yasak Bölgeler İlk Ağırıklı Dalışımı ya INTRANET tam zamanlı link Yabancıların Tabi Oldu Akademik Takvim - K Nefes Tutma Teknikleri Denizci Malzemeleri

• This field is relevant to the internationally valid document that you you have used for entering into the country.  
• Passport validity must be 60 days longer than the

## First Application Processes

### Travel Document Information

Personal Information 1 Personal Information 2 **Travel Document Information** Person Applying on Behalf of the Applicant

**Document Type** Ordinary Passport

**Document No** XXXXXXX

**Date of Issue** XXXXXX

**Issuing Country** XXXXX

**Validity Date** XXXXXXXXXX

**Issuing Authority** XXXXXXX

All fields marked with red are mandatory.

Back Next

It is the authority of the country that issues travel documents that you have used for entering into the country. If this field is not available on your travel document, please enter "concerned authority" statement.

- ✦ Select the option *“I lodge the application on my own behalf”*.
- ✦ Continue by clicking the *“Next”* button.

procedures for their parents/guardians or attorneys.

- If the foreigner is under 18, his/her guardian (parent) must fill in this field. If there is a restraint decision for the foreigner, the guardian by judicial appointment or his/her attorney who has a procuration must fill in this field.

### First Application Processes

Person Applying on Behalf of the Applicant

Personal Information 1 → Personal Information 2 → Travel Document Information → **Person Applying on Behalf of the Applicant** → All

I lodge the application on my own behalf.

I lodge the application on behalf of the foreigner as his/her Parent/Trustee/Guardian.

All fields marked with red are mandatory.

**Back** **Next**

- ✦ For the address part, it would be enough to type the name of your country.

https://e-ikamet.goc.gov.tr/Ikamet/BasvuruSteps/ProcessStep

Dalışa Yasak Bölgeler İlk Ağırıklı Dalışımı ya INTRANET tam zamanlı link Yabancıların Tabi Oldu Akademik Takvim - K Nefes Tutma Teknikleri Denizci Malzemeleri

## First Application Processes

### Abroad Contact Information

Personal Information 2 Travel Document Information Person Applying on Behalf of the Applicant **Abroad Contact Information**

**Country** Germany

**City** GERMANY

**Postal Code**

**Full Address** Germany

**Telephone 1**

**Telephone 2**

**E-Mail** Your personal e-mail address

All fields marked with red are mandatory.

Back Next

- ✦ The address in the contact details should be as in the photo. Do not enter another address. It is essential for your card to be sent to the ITU Registrar's Office.

ıs://e-ikamet.gov.tr/ikamet/BasvuruSteps/ProcessStep



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Tr Ru En Ar  EXIT  Home Page 

## Information

- You must enter your residential address in Turkey and communication information correctly and completely.
- The information on your address and telephone number must be updated in order to contact you or send your residence permit document to your address.
- Foreigners arriving in Turkey for yacht tours must



### Processes for Renewal Application

#### Contact Details in Turkey

Travel Document Information

Person Applying on Behalf of the Applica

Abroad Contact Information

Contact Details in Turkey

<p><b>Province</b> <input style="width: 90%;" type="text" value="İSTANBUL"/></p> <p><b>District</b> <input style="width: 90%;" type="text" value="SARIYER"/></p> <p><b>District/ Village</b> <input style="width: 90%;" type="text" value="REŞİTPAŞA MAH."/></p> <p><b>Main Road</b> <input style="width: 90%;" type="text" value="KATAR CAD."/></p> <p><b>Apartment</b> <input style="width: 90%;" type="text" value="2/1"/></p> <p><b>Independent Section</b> <input style="width: 90%;" type="text" value="1"/></p> <p style="font-size: small; color: #e91e63;">All fields marked with red are mandatory.</p>	<p><b>Telephone 1</b> <input style="width: 90%;" type="text"/></p> <p><b>Telephone 2</b> <input style="width: 90%;" type="text"/></p> <p><b>E-Mail</b> <input style="width: 90%;" type="text"/></p>
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Back

Next

- ✦ Fill in only the red area as “*Çalışmıyor*” (not working).

### Work Information

onPerson Applying on Behalf of the ApplicantAbroad Contact InformationContact Details in TurkeyWork Information

**The Situation**

The Name of the Workplace

Her/His Position

Full Address

Postal Code

Country

City

Job According to Formation

Telephone 1

Telephone 2

E-Mail

All fields marked with red are mandatory.

- ✦ Because there is no required area, hit next.

https://e-ikamet.gov.tr/ikamet/BasvuruSteps/ProcessStep

### Information on Study (The school that you have last graduated)

Application > Abroad Contact Information > Contact Details in Turkey > Work Information > **Education Information (Last Graduation)**

Educational Background	<input type="text" value="Please select..."/>	Type of School	<input type="text" value="Please select..."/>
Name of School	<input type="text"/>	Country	<input type="text" value="Please select..."/>
Beginning Date of the Study	<input type="text"/>	City	<input type="text"/>
End Date of Study	<input type="text"/>	Telephone 1	<input type="text"/>
Full Address	<input type="text"/>	Telephone 2	<input type="text"/>
Postal Code	<input type="text"/>	Explanation	<input type="text"/>

All fields marked with red are mandatory.

- ✦ Because there is no required area, hit next and continue.

https://e-ikamet.gov.tr/ikamet/BasvuruSteps/ProcessStep

### Information on Study (The school that you have last graduated)

← e-Applica Abroad Contact Information Contact Details in Turkey Work Information **Education Information (Last Graduation)** →

Educational Background	<input type="text" value="Please select..."/>	Type of School	<input type="text" value="Please select..."/>
Name of School	<input type="text"/>	Country	<input type="text" value="Please select..."/>
Beginning Date of the Study	<input type="text"/>	City	<input type="text"/>
End Date of Study	<input type="text"/>	Telephone 1	<input type="text"/>
Full Address	<input type="text"/>	Telephone 2	<input type="text"/>
Postal Code	<input type="text"/>	Explanation	<input type="text"/>

All fields marked with red are mandatory.

**Back** **Next**

- ✦ Select the relevant Income Status from the scroll down menu.
- ✦ Type your field of research to the Current Occupation box.

income, rent, salary, trading profit, saving. In case of providing a written contract for financial possibility, this information should be provided.

## First Application Processes

### Income Information

Work Information   Education Information (Last Graduation)   Education Information (Continuing)   **Income Information**

**Income Status**

**Source of Income**

**Total Monthly Income**

**Current Occupation**

All fields marked with red are mandatory.

**Back** **Next**

- ✦ Select the Type of Insurance as given in the image below even if you have a private insurance.

The persons who are within the scope of bilateral social security contract must verify their status from

## First Application Processes

### Information on Insurance

Education Information (Last Graduation) Education Information (Continuing) Income Information **Information on Insurance**

**Type of Health Insurance** SSI-General Health Insurance Insurance Company SGK Insurance Policy Number

All fields marked with red are mandatory.

Back Next

- ✦ Select all the red options.

The screenshot shows a web browser window with the URL <https://e-ikamet.goc.gov.tr/ikamet/BasvuruSteps/ProcessStep>. The browser has three tabs open, all titled "Directorate General of Migration". The page content is a form with several sections, each containing a checkbox and a text statement. The checkboxes are either checked (indicated by a small square with a checkmark) and the text is red, or unchecked (indicated by an empty square) and the text is black. The red text indicates the options to be selected according to the instruction.

I have a passport or a document substituting for passport that is longer than 60 days when I stay in and I affirm that I renew my validity date of travel documents before expiry date.

I do not have a disease that is described as a threat to public health

I have the required sheltering conditions for the general health and security standards.

General Health Insurance (Please select one of the following options)

I have health insurance covering my period of stay.

I declare that I will take out a health insurance within 3 months as of my application date.

I declare that I will not use my residence permit out of its purpose of issue.

I declare that I will not work without having work permit.

I declare that I shall pay university fee, attend my lessons and give information provincial directorate within 10 days in the circumstances of graduation or exmatriculation.

I declare that I can apply for short-term residence permit within 6 months (as of the date of graduation) after I complete my education. I declare that I am acknowledged that this application right does not give the right to stay in your country without residence permit

My legal representatives has consent including my education period in your country.

I declare that I will continue to study.

I declare that I was not deported from your country with a different name and surname or an entry ban was not imposed on me.

- ✦ Choose “*Those who are going to participate in training, research, internship, or courses via state institutes.*” for the reason of your stay.
- ✦ Select the date range according to your research and passport duration.
- ✦ Click the black “*Complete*” button.

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https://e-ikamet.goc.gov.tr/Ikamet/BasvuruSteps/ProcessStep

### Student Residence Permit Information

← (uing) → Income Information → Information on Insurance → Student Declaration Information → **Student Residence Permit Information**

**Reason for Stay** Those who are going to participate in training, research, internship, or courses via state institutes.

**Explanation of Reason for Stay**

**Requested Period** 2 Year

**Starting date that has been requested** 02/01/2019

**Possible Entry Date into Turkey**

**Expiry date that has been requested** 02/01/2021

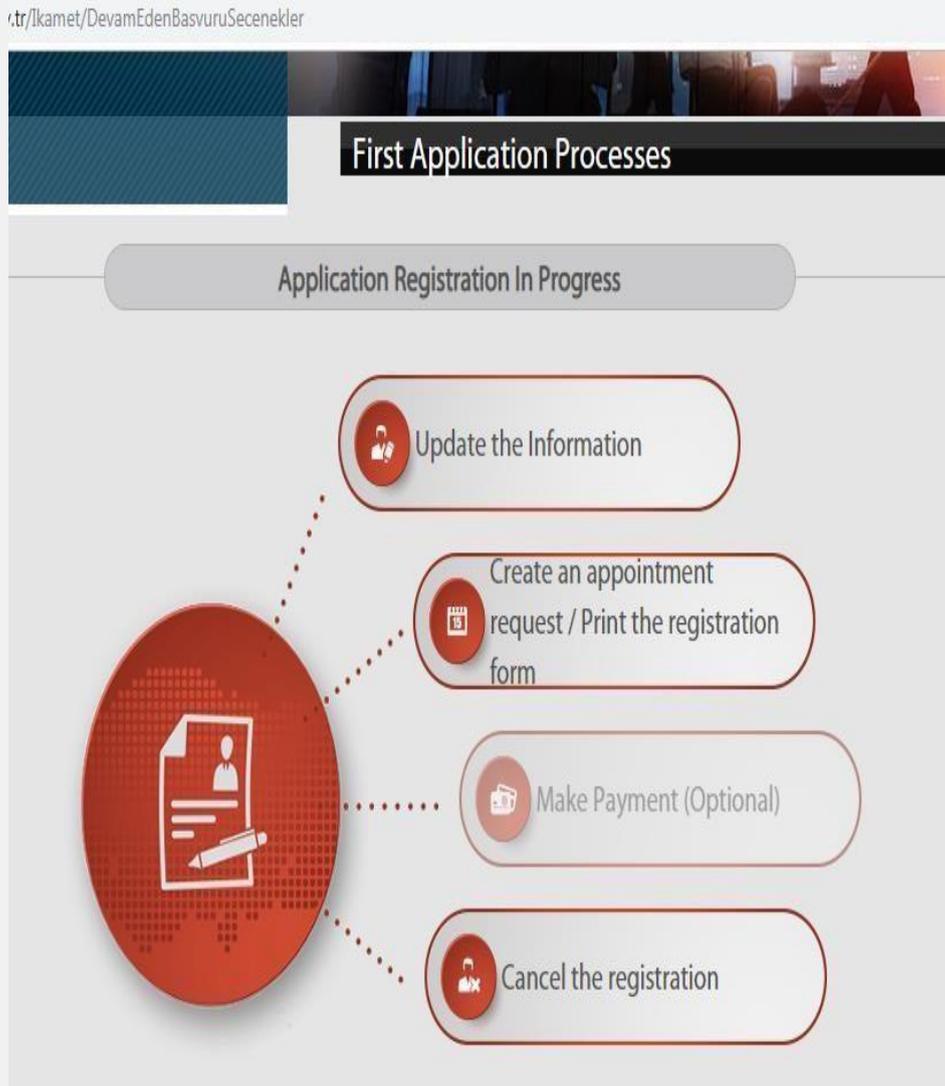
I accept/acknowledge that the information I mentioned above are accurate and if I make a false statement, legal action shall be taken on me pursuant to Article 206 of the Turkish Criminal Code, my residence permit application shall be cancelled and if I have been granted a residence permit, the residence permit shall be cancelled and deportation procedures shall be commenced.

I have Read, Understand and Accept

All fields marked with red are mandatory.

**Back** **Complete**

- ✦ Click the “*Create an appointment request/ Print the registration form*”.



- ✦ Select “*I would Like to Make an Appointment only for myself*”.
- ✦ Enter the verification code and continue.

get a group appointment.  
• For group appointments you can get an appointment

### First Application Processes

Information of Person/Persons who will make appointment.

I Would Like to Make an Appointment only for myself.  
 I Want To Get An Appointment For More Than One Person.

Enter the characters you see in the image to the space near the image.  
Click to refresh if you can not read.



- ✦ Any location can be chosen for a place of appointment.

Appointment Information

Place of Appointment

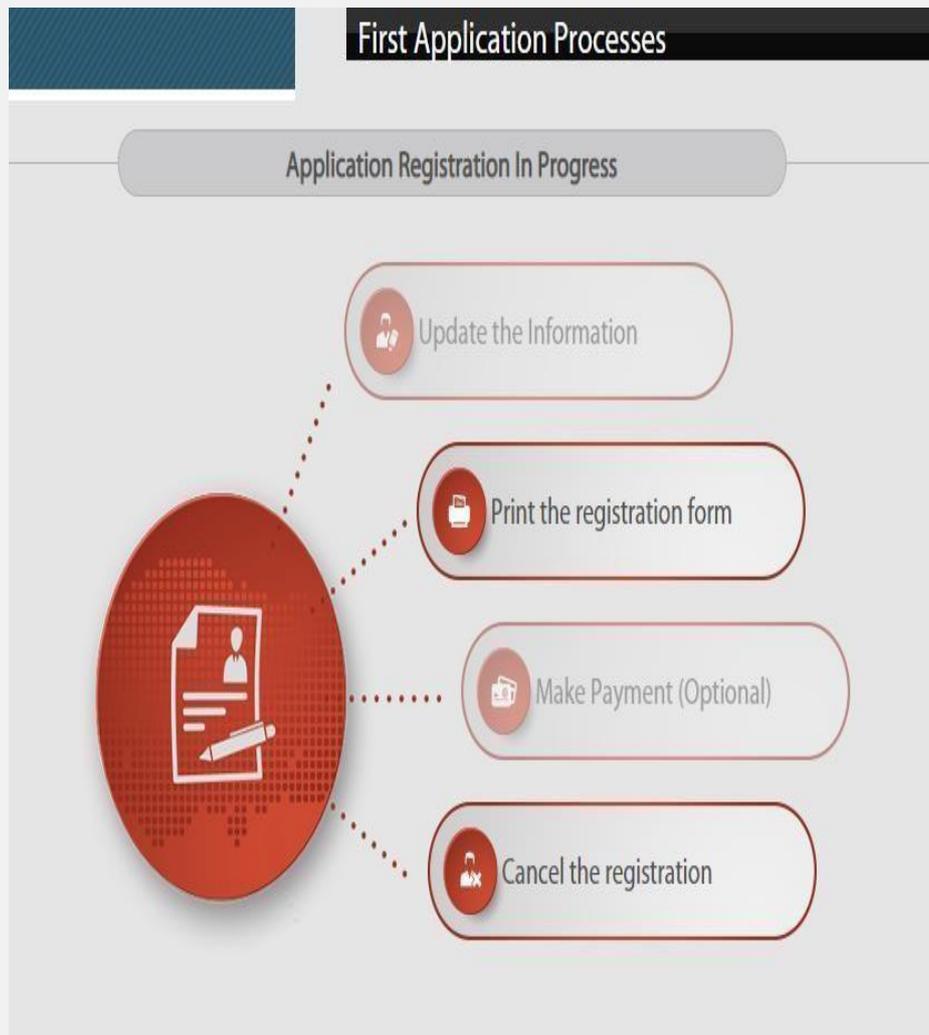
Regarding your residence

İSTANBUL PROVINCE APPOINTMENTS	
appointment dates of the application centers from which you can get an appointment in by selecting the appropriate application center for you.	
	Estimated Nearest Appointment Date
	-
	01.02.2019
Head of Kadıköy District Group	-
Head of Pendik District Group	23.01.2019
İstanbul Provincial Directorate of Migration Management	-

Enter the characters you see in the image to the space near the image.  
Click to refresh if you can not read.



- ✦ Print the application form.
- ✦ “*Make Payment*” section will be available after printing.



- Print the document (it can be black and white) and sign the signature part (6th page).

Verification for e-Residence Ap... Directorate General of Migration... Basvuru\_Formu-Application\_Fo... İkamet Tezkeresi Harcı Sorgula... Directorate General of Migratio... +

file:///C:/Users/ayseker/OneDrive%20-%20Koç%20Üniversitesi/My%20Computer/Downloads/Basvuru\_Formu-Application\_Form.pdf

Basvuru\_Formu-Application\_Form.pdf 1 / 8

**İKAMET İZİN ÖĞRENCİ KAYIT FORMU**  
Declaration for Student Residence Permit Registration Form

**İÇİŞLERİ BAKANLIĞI**  
**GÖÇ İDARESİ**  
GENEL MÜDÜRLÜĞÜ

Kayıt Tarihi (Date of Registration)	10.01.2019	Kayıt Numarası (Registration Number)	2019-73-0035881
Başvuru Türü (Type of Application)	İlk Başvuru	Randevu Yeri (Place of Appointment)	BESİKTAŞ,BEYOĞLU VE ŞİŞLİ
Başvurulan İkamet İzni Türü (Applied Residence Permit Type)		Randevu Tarihi (Date of Appointment)	Randevu Tarihi GİGM Tarafından Belirlenecektir
Kalış Nedeni (Purpose of Stay)			
Talep Edilen İzin Başlangıç Tarihi (Requested Start Date)		Talep Edilen Bitiş Tarihi (Requested End Date)	1 / 2 / 2021

**KİŞİ BİLGİLERİ** (Personal Information)

Uyruk Kimlik No Foreign ID Number		Uyruğu Nationality	
Soyadı Surname		Diğer Uyruğu Other Citizenship	
Adı Name		Doğumdaki Uyruğu Nationality in Born	
Önceki Soyadı Previous Surname		Doğum Yeri Place of Birth	
Baba Adı Father's Name		Doğum Yeri Ülkesi Born Country	
Anne Adı Mother's Name		Cinsiyeti Gender	
Yabancı Kimlik No Foreigner ID Number		Evlilik Durumu Marital Status	
Kan Grubu Blood Group		Doğum Tarihi Date of Birth	

**SEYAHAT BELGESİ BİLGİLERİ** (Travel Document Information)

Belge Türü Type of Document	Umuma Mahsus Pasaport	Belge No Number of Document	
Düzenleme Tarihi / Geçerlilik Tarihi Date of Issue / Date of Validity		Veren Ülke / Makam Granting Country / Authority	

09:47  
10.01.2019