



**T.R**  
**KARADENİZ TECHNICAL UNIVERSITY**  
**STUDENT AFFAIRS DEPARTMENT**

**Documents Required for Residence Permit**

- Residence permit registration/application form (with wet signature)
  - Original and photocopy of passport or passport substitute document
  - Student certificate
  - 4 (four) biometric photographs (2 to be taken for extension applications)
  - Valid health insurance (GSS or private health insurance covering the residence permit application period)
  - Document showing the address information where the person will stay
- a) If staying in their own home, the original and photocopy of the title deed (for extension applications, a 'place of residence document' is sufficient.)
- b) If staying with a rental agreement, the original and photocopy of the notary-approved rental agreement
- c) If staying in accommodations such as hotels, a document indicating that the person stayed in these places
- d) If staying in student dormitories, a document indicating that the person stayed in the dormitory
- e) If staying with a sponsor, the original and photocopy of the notary-approved commitment of the person they stayed with (if the sponsor is married, also a notary-approved commitment of their spouse)
- Receipt showing that the residence permit document fee has been paid (payments can be made by going to the tax office or by using the link below for those who have an account in public banks in Turkey.) <https://dijital.gib.gov.tr/hizliOdemeler/goldaresilkametTezkeresiHarcOdeme>

**For foreigners under 18 years of age;**

**a) For those who come with a visa exemption or a visa for a different purpose: document containing parent/guardian information (birth certificate, family document db.) and consent given by the parent/guardian representative**

**b) For those who come with a visa suitable for their purpose (student visa): document containing consent and parent/guardian information will not be added.**

- National Electronic Notification System (UETS) address. [Click for the Information Brochure.](#)
- Declaration control document (2 copies and filled in) [Click for Declaration Control Document.](#)
- [Click for Student Residence Permit Missing Document Notification and Notification Document.](#)

**NOTE: The requested documents in photocopies must be brought with their originals.**