

**202... /202.... ACADEMIC YEAR INTERNATIONAL STUDENT APPLICATION FORM**

...../...../202..

<b>STUDENT'S NAME / SURNAME</b>	
<b>PASSPORT NUMBER</b>	
<b>DATE OF BIRTH / PLACE OF BIRTH</b>	
<b>FATHER'S NAME</b>	
<b>MOTHER'S NAME</b>	
<b>NATIONALITY</b>	
<b>DEPARTMENT</b>	
<b>DEPARTMENT'S ANNUAL EDUCATION FEE</b>	
<b>CONTACT INFORMATION STUDENT - PHONE NUMBERS</b>	
<b>CONTACT INFORMATION STUDENT - E-MAIL ADDRESS</b>	
<b>RESIDENTIAL ADDRESS</b>	
<b>CONTACT INFORMATION AND PERSON TO BE INFORMED IN CASE OF EMERGENCY</b>	<b>NAME AND SURNAME:</b> <b>RELATION:</b> <b>PHONE NUMBER:</b>

It is mandatory for the student who will be newly enrolled in the 2024-2025 academic year to notify İstanbul Nişantaşı University if any contact information changes. If the student does not notify the new contact information (phone number, residence address, e-mail address) to the university, he/she accepts and undertakes that he/she cannot login to the OBIS system and other systems of the university.

SIGNATURE

## EDUCATION ENROLLMENT AND PAYMENT AGREEMENT

### The Parties

#### 1) SUBJECT

The subject of the contract is to regulate the conditions related to the education to be given to the student by the University and the service fee to be paid to the university by the student and/or parent in return for this education.

#### 2) DURATION OF THE CONTRACT

This contract is valid for the duration of the student's education in the institution. For each academic year, the student is obliged to "renew the registration" in accordance with the principles determined by the university between the dates to be announced by the University.

#### 3) GENERAL PROVISIONS ON TUITION FEES

1. The realization of enrollment in the University depends on the signing of the contract after the payment of the tuition fee.
2. **Education fee is charged annually from the students enrolled in the university;**
  - a. The student enrolled in the University accepts, declares and undertakes that he/she is obliged to pay the entire tuition fee for the year in which he/she enrolled, if he/she requests to have the registration deleted after the signing of this contract.  
*In the event that the student who has completed the registration process with a power of attorney is denied a visa application to Turkey, or in the event of a negative situation in the processes related to education and residence permits, the student is obliged to freeze the registration of the relevant year. The tuition fee of the student who is not in the process of freezing the registration cannot be transferred to the next year or the following years under any circumstances. The university has no responsibility for the consequences arising from the procedures that are the responsibility of the student such as visas, education, residence permits.*
  - b. If the student who will renew the registration does not complete the registration renewal procedures within the registration renewal period determined by the university, he/she cannot benefit from the education service until the conditions are fulfilled.
  - c. If the student who renews the registration requests to be registered in writing, his/her registration is deleted and the Board of Trustees scholarship is canceled, if any. The payment made by the student is not refunded.
  - d. Even if the student has left voluntarily or his/her registration has been deleted in accordance with the provisions of the relevant legislation, he/she is obliged to pay the entire annual education fee together with the delay fee determined by the Board of Trustees for the academic year in which he/she is registered.
  - e. Students who register or renew new registration at the beginning of the module year; those who want to leave after a while must fulfill their financial commitments for that year, including previous years.
  - f. The student who has registered cannot be registered in a department other than the department he/she has registered in the In the event that the student registers even though he/she has not graduated from high school, he/she irrevocably accepts, declares and undertakes that the payment made for the registration will not be refunded. The student who completes the registration process undertakes to delete his/her registration if he/she does not bring his/her missing documents with him/her with his/her originals until the date determined by the Higher Education Institution and forwarded to him/her.
  - g. The healthy conduct of the academic year depends on the commitment that the documents presented by foreign students are whole and complete. After the foreign students have made a commitment that the documents are complete, as a result of the detection of documents prepared with an incomplete legal behavior in any way in the research carried out by our university, legal sanctions will be imposed on these students and after the concrete determination of the investigation to be made, except for the complaints to be made by our school, provided that it remains at the disposal of the university, both the deregistration of the relevant students and the department in which they receive education, the department in which they are enrolled, all receivables arising from registration to graduation, and the fees of all departments will be collected.
3. year he/she enrolled, and cannot change the department. It accepts and undertakes that the payment it has made will be interrupted after the necessary calculations are made if it wishes to be deleted and re-registered.
4. In cases where the student does not attend school for any reason, the entire annual education fee is collected. In this case, the student and/or the parent cannot claim any rights in any way, and the debt cannot be canceled in any way.
5. The student who has enrolled in a master's degree is obliged to submit the recognition of the undergraduate program he/she graduated from.
6. In case of registration freezes, the whole of the education fee written in this contract shall be collected provided that the request for registration freeze is accepted by the relevant faculty. The fee charged for the year in which the listing was frozen is non-refundable. If he/she wishes to be deregistered later, no refund will be made regardless of the application date and the remaining debt, if any, will be collected.

SIGNATURE

7. The duration of education in the preparatory class is one academic year. In the event that the student is exempted from the preparatory class and moves to the department, the tuition fee will be accrued according to the pricing rules determined for the department. If the student completes the TÖMER education or benefits from the TÖMER education, the necessary remuneration is made in accordance with the education period he/she has received and collected from the one-year payment he/she has made.
  8. **The student shall be subject to the tuition fee to be determined by the University each year during the program in which he/she will study. Students who renew their financial registration until 31 March every year will pay the tuition fee of the previous year. Students who will renew their financial registration after this date renew their registration at a fee to be determined by the university.**
  9. The student who cannot complete the normal education period on time pays a fee per credit for each lesson he/she will take.
  10. The conditions for continuing all discounts are listed below.
    - a. Preparatory Education must have fulfilled the conditions of attendance obligation in the legislation during the associate and undergraduate education.
    - b. The student should never be disciplined or commit any disgraceful crime.
    - c. The student must participate in at least 3 (three) of the social responsibility projects organized by the University.
    - d. The annual general weighted grade point average (GPA) of the student should be 2.5/4. This condition applies to all education and education years. (The average year for those who receive Preparatory education should be 70/100.)
    - e. If the above conditions are lost, the student loses his/her right to discount and is obliged to pay the normal fee of the program he/she is continuing from the date of this determination.
  11. The parent or notary or consular representative of each student enrolled in the university and the student whose name is written in the contract shall be deemed to have accepted all the provisions of this contract and all the regulations and directives of the university.
  12. In the event that the student debt is not paid to the University or the conditions written in the credit deposit account protocol (KMHP) made with the relevant bank are not complied with, the university is free to invalidate the exam results, delete the records, lock the system, etc. sanctions and in this case, the student and/or the parent do not have the right to object.
- 4) **PAYMENT SCHEDULE:** The student and/or his/her guardian irrevocably accept, declare and undertake that they have been informed about the above-mentioned contract conditions during the interviews held on....., that the student will pay the annual education fee to the university, that they are jointly and severally responsible for the payment of the education fee, and that they are obliged to pay 2% monthly interest in case of default.
- 5) **NOTIFICATION ADDRESS:**  
In all kinds of notifications to be made by the parties against each other, the addresses specified in this contract (*residence addresses, telephone, e-mail addresses*) are accepted as legal residence and notification addresses. The student and/or his/her guardian undertake that the notifications and notifications to be made to the e-mail and phone addresses notified by the University will have the consequences of legal notifications and notifications. It accepts, declares and undertakes that it is responsible for any disruptions and delays that may arise due to incorrect or incomplete information.  
The notifications to be made to the addresses specified in the contract have valid notification terms and consequences. In case of change of address and contact information, the parties agree and undertake that the notification to be made to the old address and phone shall be valid unless the change is notified in writing.
- 6) **SETTLEMENT OF DISPUTES:**  
In cases where there is no provision in this contract, the relevant education regulations of İstanbul Nişantaşı University shall be applied and İstanbul (Çağlayan) Courts and Enforcement Offices are authorized in the lawsuits and enforcement proceedings arising from all kinds of disputes arising from the implementation of this contract.
- 7) **PROTECTION OF PERSONAL DATA:**  
In accordance with the Law on the Protection of Personal Data No. 6698, personal data of all students/parents will be processed within the framework of the personal data processing conditions and purposes specified in Articles 5 and 6 of the Law, within the framework of the performance of the necessary studies by the relevant University units in order to benefit from the services offered by the University, and the legal and commercial security of the persons who have a business relationship with the University.

This contract has been signed and entered into force by and between the parties on...../.../..... in one copy.

STUDENT NAME/SURNAME :

SIGNATURE :