

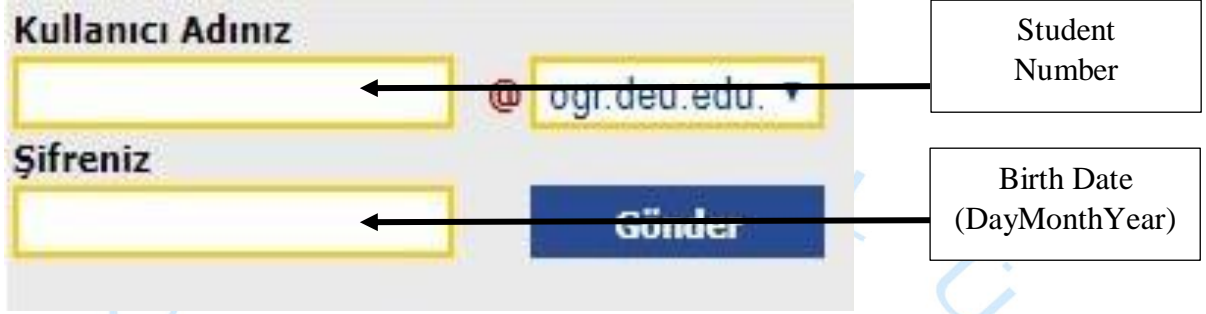


**DOKUZ EYLUL UNIVERSITY  
INTERNATIONAL STUDENT ADMISSION**

**ENROLLMENT GUIDE**

## ENROLLMENT PROCESS

- 1) Enrollments will be done on the dates specified in the announcement at specified addresses.
- 2) Candidates who are eligible to enroll are required to pre-enroll at <https://debis.deu.edu.tr> before the enrollment. Pre-enrollment will be made as of the announcement date of the placement result. The tuition fee must be paid before starting this process. The tuition fee is paid to Ziraat Bank with the student number.



The screenshot shows a login form with two input fields: "Kullanıcı Adınız" (Username) and "Şifreniz" (Password). The "Kullanıcı Adınız" field contains the text "@ogr.deu.edu.tr". To the right of the form, there are two boxes with arrows pointing to the form fields. The first box is labeled "Student Number" and has an arrow pointing to the "Kullanıcı Adınız" field. The second box is labeled "Birth Date (DayMonthYear)" and has an arrow pointing to the "Şifreniz" field. Below the "Şifreniz" field is a blue button labeled "Gönder".

**Student number is in the “Acceptance Letter (Placement Document)”.**

- 3) Steps to be followed in pre-enrollment procedures:

### **Step 1:**

Open the “Yeni Kayıt İşlemleri” page in the menu on the left.

### **Step 2:**

On the page, you must first confirm by clicking the “I read the Clarification Text” button.

☐ **Aydınlatma metnini okudum.** (I read the "Clarification Text")

**İLERLE>>**

### Step 3:

DEU İlk Kayıt Basvuru Ekranı/DEU NEW REGISTRATION SCREEN

El Ele Güvenli Geleceğe İzmir - Bilgilendirme ve Önleme Faaliyetleri için tıklayınız.

GENEL BİLGİLER GENERAL INFORMATION ADRES BİLGİLERİ ADDRESS INFORMATION KİMLİK BİLGİLERİ ID INFORMATION EĞİTİM BİLGİLERİ EDUCATION INFORMATION KAYIT ONAY REGISTRATION CONFIRMATION

#### GENEL BİLGİLER/GENERAL INFORMATION

Resetle	A+	A-	Etiketlerin Altını Ciz	Etiketleri Belirginleştir	Kontrast Ekle
Bölüm Department	:				
Adı Name	:				
Soyadı Surname	:				
Cinsiyet Gender	:	<input type="radio"/> Erkek/Male <input checked="" type="radio"/> Kız/Female			
Doğum Tarihi Date of Birth	:				
Uyruk Nationality	:				
İkinci Uyruk(Çift Uyruklu Vatandaşlar için) Second Nationality (For Dual Citizens)	:				
Doğum Yeri İl Place of Birth (Province)	:				
Doğum Yeri İlçe Place of Birth (Town)	:				
Doğum Ülkesi Birth Country	:				
Doğum Yeri Açıklama Place of Birth (Description)	:				

KAYDET & İLERLE/Save & Continue >>

Those born outside of Türkiye must select the "**Dış Ülkeler (Foreign Countries)**" option in this field. Then, the name of the country of birth is selected from the field that opens, and lastly, the place of birth (city name) is written in the relevant field in capital letters. (This information must be filled according to the passport/Blue ID)

Your nationality information is automatically included on this page. If you are not a dual citizen, you do not have to make any selections in this field. (Please do not choose the same nationality twice!) Then press the "**SAVE & CONTINUE**" button and proceed to the next step.

### Step 4:

DEU İlk Kayıt Basvuru Ekranı/DEU NEW REGISTRATION SCREEN

El Ele Güvenli Geleceğe İzmir - Bilgilendirme ve Önleme Faaliyetleri için tıklayınız.

GENEL BİLGİLER GENERAL INFORMATION ADRES BİLGİLERİ ADDRESS INFORMATION KİMLİK BİLGİLERİ ID INFORMATION EĞİTİM BİLGİLERİ EDUCATION INFORMATION KAYIT ONAY REGISTRATION CONFIRMATION

#### ADRES BİLGİLERİ/ADDRESS INFORMATION

Resetle	A+	A-	Etiketlerin Altını Ciz	Etiketleri Belirginleştir	Kontrast Ekle
Adres İl Address (Province)	:				
Adres İlçe Address (Town)	:				
Adres Address	:				
Telefon Phone	:				
Cep Telefonu (Öğrencinin) Cell Phone (Student's)	:				
E-posta (Öğrencinin) E-mail (Student's)	:				

<< GERİ GİT/Back

KAYDET & İLERLE/Save & Continue >>

If you have an address in Türkiye, select a city from the "**Address (Province)**" field. If you do not have a residence address in Türkiye yet, select the "**Dış Ülkeler (Foreign Countries)**" option. Then, write the residence address in the "**Address**" field. For the "**Phone**" and "**Cell Phone**" fields, enter the telephone numbers of Türkiye, if available, otherwise enter "0". E-mail information comes automatically. If you want to change the e-mail address, you can. Then press the "**SAVE & CONTINUE**" button and proceed to the next step.

## Step 5:

DEÜ İlk Kayıt Başvuru Ekranı/DEU NEW REGISTRATION SCREEN

El Ele Güvenli Geleceğe İzmir - Bilgilendirme ve Önleme Faaliyetleri için tıklayınız.

GENEL BİLGİLER  
GENERAL INFORMATION

ADRES BİLGİLERİ  
ADDRESS INFORMATION

KİMLİK BİLGİLERİ  
ID INFORMATION

EĞİTİM BİLGİLERİ  
EDUCATION INFORMATION

KAYIT ONAY  
REGISTRATION CONFIRMATION

KİMLİK BİLGİLERİ/ID INFORMATION

Resetle A+ A- Etiketlerin Altını Ciz Etiketleri Belirginleştir Kontrast Ekle

Pasaport No  
Passport No

Anne Adı  
Mother Name

Baba Adı  
Father Name

Medeni Hali  
Marital Status

<< GERİ GİT/Back KAYDET & İLERLE/Save & Continue >>

In the "Passport No" field, write the number of your passport. "Mother Name" and "Father Name" information comes automatically. If there is any mistake in this information, make sure to correct it. Choose the right option according to your status from the "Marital Status" field (Married, Single, etc.). Then press the "SAVE & CONTINUE" button and proceed to the next step.

## Step 6:

At this step, press the "SAVE & CONTINUE" button and proceed to the next step.

Kullanıcı: [Redacted]

DOKUZ EYLÜL ÜNİVERSİTESİ

ANASAYFA KİŞİSEL İŞLEMLERİM ÖĞRENCİ E-POSTA FORUMLAR MESAJLAR ANKETLER SIKÇA SORULAN SORULAR

DEÜ İlk Kayıt Başvuru Ekranı/DEU NEW REGISTRATION SCREEN

GENEL BİLGİLER  
GENERAL INFORMATION

AİLE ADRES BİLGİLERİ  
FAMILY ADDRESS INFORMATION

KİMLİK BİLGİLERİ  
ID INFORMATION

EĞİTİM BİLGİLERİ  
EDUCATION INFORMATION

KAYIT ONAY  
REGISTRATION CONFIRMATION

EĞİTİM BİLGİLERİ/EDUCATION INFORMATION

<< GERİ DÖN/Back KAYDET & İLERLE/Save & Continue >>

## Step 7:

If you are sure that your information is correct, click the "SAVE & CONFIRM" button after ticking the checkbox and complete the "Pre-Enrollment" process.

Kullanıcı: [Redacted]

DOKUZ EYLÜL ÜNİVERSİTESİ DEBİS Dokuz Eylül Üniversitesi Bilgi Sistemi

ANASAYFA KİŞİSEL İŞLEMLERİM ÖĞRENCİ E-POSTA FORUMLAR MESAJLAR ANKETLER SIKÇA SORULAN SORULAR ÇIKIŞ

DEÜ İlk Kayıt Başvuru Ekranı/DEU NEW REGISTRATION SCREEN

GENEL BİLGİLER  
GENERAL INFORMATION

AİLE ADRES BİLGİLERİ  
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KAYIT ONAY/REGISTRATION CONFIRMATION

Bilgilerimin doğruluğunu taahhüt eder ve yanlışlığı halinde her türlü hukuki ve cezai sorumluluğu kabul ederim.  
I undertake the right of my information and accept any legal or criminal liability if it is in error.

☐ Evet/Yes

<< GERİ DÖN/Back KAYDET & ONAYLA/Save & Confirm

Completing the "Pre-Enrollment" process **does not mean that you are finished enrollment process**. You must go to the enrollment address at the enrollment date specified in the announcement, with the originals of the documents required for enrollment listed below, and complete the final enrollment process. Otherwise, your enrollment will not be completed.

4) Below is a list of required documents for enrollment;

1. Acceptance Letter
2. TR-YOS Result Card
3. GCE A Level Certificate *(It is valid for TRNC citizens who placed according to GCE A Level result)*
4. Original High School Diploma or Provisional Certificate of Graduation
5. Original certified Turkish translation of High School Diploma or Provisional Certificate of Graduation *(Certified by Turkish Foreign Representatives, notary public or sworn translator)(Except for Turkish High School Diploma)*
6. Original high school transcript and original Turkish translation of transcript
7. Original certified equivalence certificate of high school diploma from the Ministry of National Education, Provincial Directorates of National Education or representations in foreign countries (Diploma equivalence procedures take a very long time due to the high number of people in provincial and district Directorates of National Education. Therefore, candidates are advised to obtain their diploma equivalence certificates from the Turkish Embassy or Turkish Consulate in their country.) *(It is valid for the applicants who graduated from other foreign high schools except TRNC)*
8. Documents proving that candidate has studied the entire high school abroad for TR citizens who completed all their secondary education (high school) in a foreign country, *(transcript or report card, formal document taken from graduated high school about high school education duration, copy of all the pages of your passport or State Entry/Exit Document obtained from the Department of Combating Immigrants Smuggling and Border Gates)* and copy of TR ID Card
9. Four biometric photos *(taken in the last six months, frontal, and the candidate must be recognizable in the photograph)*
10. Original Turkish translation of passport certified by notary public or Turkish Foreign Representatives
11. Document indicating that you are in the process of legal stay in our country *(Study Visa, Residence Permit etc.) (It is valid only for foreign nationals)*
12. “Document of Renunciation of Turkish Citizenship” or the “Blue ID” those who are natural born Turkish citizens and have received permission of renouncement of nationality from the Ministry of Internal Affairs, *(Candidates who lost their Document of Renunciation of Turkish Citizenship, must bring the Certificate of Identity Register showing the date of renunciation of Turkish citizenship on the enrollment date)*
13. “Certificate of Naturalisation” from those who are foreign nationals by birth and acquired Turkish nationality and have dual citizenship *(Certificate of Identity Register copy of her/himself and her/his parents)*
14. Bank receipt of the contribution deposit/tuition fee *(For daytime education programs, those who graduated from minority high schools determined by Presidency For Turks Abroad And Related Communities (YTB) do not need to make payment to the bank.)*
15. Contract or document showing the income to provide a living in Türkiye *(Click here for the contract)(You must bring the signed printout of this document with you on the enrollment date.)*

5) The candidate who is detected not to meet one of the application conditions **will not be enrolled**.

6) Candidates must apply for enrollment in person *(candidates under the age of 18 must be accompanied by their legal representative)*. Those who want to enroll with a power of attorney have to submit certified document proving that they are in Türkiye for the duration of their legal stay. Those who are not in Türkiye for the duration of their legal stay or have not entered the country **cannot be enrolled by power of attorney. No enrollment by mail.**

7) Original documents are required for enrollment. In case of inconsistency between the document declared in the application and the original document, the candidate **will not be enrolled**.

8) There is **no enrollment** with missing documents.



- 9) Candidates who do not enroll between the specified dates **are considered to have waived their right to enroll.**
- 10) Candidates are personally responsible for the accuracy of the documents and statements required for enrollment. If it is determined that the documents or statements required for enrollment are untrue, **the enrollment of the candidate will not be made, and the candidate who reveals this situation after enrollment will be dismissed within the framework of the relevant legal legislation, regardless of the stage of education.**



