

# 2024

## EXAM FOR FOREIGN STUDENTS FOR HIGHER EDUCATION IN TÜRKİYE (TR-YÖS/2) GUIDE

- Once you have completed your application procedures according to the rules stated in the Guide, please pay the exam fee. Please make sure that you check the information pertaining to your application at the related OSYM website: <https://tryos.osym.gov.tr>. Upon completing the application procedure, please print out the resulting form and keep it carefully since it may be needed at the later stages of the exam.
- Entering your application information into the OSYM system does not guarantee that you can apply for the exam. If you do not pay the exam fee in due time, your application will not be completed, and the application information you entered in the system will not be taken into consideration.
- Candidates who will take the exam are required to be present in front of the exam building at least 1 hour before the exam time.

The publication and implementation of this guide, which was prepared to determine the principles of the Exam for Foreign Students for Higher Education in Türkiye (TR-YÖS), was approved at the Higher Education General Board Meeting on August 12, 2024. Information on the new decisions taken by OSYM regarding the exams and the changes deemed necessary will be announced to the public on the OSYM website. For this reason, it is highly advised for those concerned to frequently check the OSYM website. In accordance with the 5th paragraph of the 7th article of the Law No. 6114, relevant explanations and announcements about the exam are made on the website of the Centre for Assessment, Selection and Placement Centre (OSYM). Announcements on the website are in the form of notifications to the candidates. Candidates applying for the exam are deemed to have accepted the regulations in the Guide and the relevant legislation.

**Exam Date and Time** : October 27, 2024  
**Application Period** : August 16 - September 15, 2024  
**Exam Fee**

*For candidates taking the exam in Türkiye, Turkish Republic of Northern Cyprus, Germany, the United States of America, Albania, Azerbaijan, Belgium, Bosnia and Herzegovina, Bulgaria, France, the Netherlands, Iraq, Colombia, Swiss, Montenegro, Qatar, Libya, Malesia, Egypt, Romania, Russia and Saudi Arabia: 2.500 Turkish Liras (TRY)*

*For candidates taking the exam in Algeria, Indonesia, Morocco, India, Kazakhstan, Kyrgyzstan, Kosova North Macedonia, Mongolia, Moldova, Uzbekistan, Pakistan, Tajikistan, Tataristan, Tunisia and Jordan: 1.150 Turkish Liras (TRY)*

*For candidates taking the exam in Afghanistan, Bangladesh, Djibuti, Chad, Ethiopia, Côte d'Ivoire (Ivory Coast), Gabon, Ghana, Guinea, Cameroon, Kenya, The Democratic Republic of the Congo, Mali, Mauritania, Niger, Nigeria, Senegal, Somalia, Somaliland, Srilanka, Tanzania and Uganda: 800 Turkish Liras (TRY)*

**The exam fee must be paid by credit card/debit card at OSYM website using the “PAYMENTS” menu under “e-TRANSACTIONS”. The last day for exam fee payment is September 15, 2024. (Since payments will be made by Credit Card, the payments made in USD and EURO by candidates applying from abroad will be equal to the amount in Turkish Lira calculated for the relevant country based on the exchange rate of the Central Bank of the Republic of Türkiye)**

**Application and exam fee payment procedures end at 23:59 Turkish time.**

**ATTENTION:** Apart from the fees in the guide; other fees to be collected from the candidates, including service fee, password reset fee, and objections to results/items etc. are determined by the OSYM Board of Directors and announced to the public on the OSYM website. A candidate who pays the fee, but does not apply, or whose application is considered invalid/rejected, or cancelled, or who does not or cannot take the exam, or who is denied the opportunity to sit the exam or is expelled from the exam hall, or who fails the exam, or who is disqualified for any reason, or who pays for any procedure which does not require payment or makes multiple payments for the same procedure, cannot claim the right to a refund of the fees paid. The responsibility for correct/incorrect payment of fees belongs to the candidate. Only the application service fee is charged to the applicants whose applications are made at the application centres, and no additional fee is charged for the password given. In accordance with the decision of the OSYM Board of Directors dated January 14, 2019, the application service fee and the exam fee are not collected from the spouses and children of martyrs and veterans.

### **OUR ADDRESS**

**The Centre for Assessment, Selection and Placement (ÖSYM), Üniversiteler Mahallesi, İhsan Doğramacı Bulvarı  
No: 4D 06800 Bilkent-ANKARA**

**OSYM Website**  
**<http://www.osym.gov.tr>**

Applicants must send all correspondence related to the TR-YÖS exam to  
**OSYM Sınav Hizmetleri Daire Başkanlığı (SHDB) 06800 Bilkent- ANKARA**

TR-YÖS Candidate Portal (Application, information check, change etc.)  
**<https://tryos.osym.gov.tr>**

Website for Score Reports:  
**<https://sonuc.osym.gov.tr>**  
Call Centre Phone :  
**444 OSYM - 444 67 96**

OSYM Exam Coordination Offices:  
**The address and contact information of OSYM Exam  
Coordination Offices are available on the OSYM Website at <http://www.osym.gov.tr>.**

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SAMPLE GENERAL PETITION

# 1. GENERAL INFORMATION, BASIC PRINCIPLES AND RULES

- 1.1. Exam for Foreign Students for Higher Education in Türkiye (TR-YÖS), which is administered by the Centre for Assessment, Selection and Placement (OSYM), has been designed for foreign students wishing to study in Higher Education Institutions in Türkiye. Depending on the results of this exam, they can apply to Turkish Institutions of Higher Education.

As from the 2024-2025 education term, public universities will take into account the results of the TR-YÖS Exam, the grade point average of the secondary education specified by the university senate, national exams of countries, and the results of international exams when admitting students from abroad. On the other hand, foundation universities will take into account the result of the exam administered by the foundation university itself to admit student from abroad in addition to the criteria related to the exams and scores specified by the university senate.

- 1.2. The exam will be delivered by OSYM on **October 27, 2024**.

- 1.3. The exam will start in the exam halls at 11:15 Türkiye local time, except those mentioned below. Candidates will be required to complete the exam in 100 minutes. Candidates will not be admitted to the exam buildings after **11:00**.

The exam will start in the exam halls at **09:15**, based on the local time of each country, in the United States of America, Colombia Côte d'Ivoire (Ivory Coast), Ghana, Guinea, Mali, Mauritania and Senegal. Candidates will not be admitted to the exam buildings after **09:00**.

The exam will start in the exam halls at **15:15**, based on the local time of each country, in Malaysia and Mongolia. Candidates will not be admitted to the exam buildings after **15:00**.

- 1.4. Individuals meeting the below-mentioned requirements can apply for the exam.

Applicants - on condition that they are either in the last year of their secondary education or have completed it - who:

- a) hold the nationality of a country other than Türkiye (Stateless people and refugees may also apply),
- b) originally had Turkish nationality by birth, but have given up their nationality upon the approval of the Turkish Ministry of Domestic Affairs, and those who certify that they have been issued a blue card upon their request, which is given to those who have lost their Turkish citizenship upon their request (*Article 7 of the Turkish Citizenship Law No. 5901, states that "(1) A child born in or out of Türkiye from a Turkish citizen mother or father in a marriage union is a Turkish citizen."* Therefore, it is recommended that candidates who will apply for admission quotas from abroad study the Turkish Citizenship Law.),
- c) are former foreigners who acquired Turkish citizenship/ dual nationals in this situation,
- ç) hold TRNC citizenship and studied at high schools in other countries.
- d) hold Turkish citizenship and have completed their secondary education in secondary education schools abroad excluding the TRNC (*including those who completed it in Turkish schools opened by the Ministry of National Education in a foreign country other than the TRNC*), provided that they certify that they had been in the relevant country in the years coinciding with their secondary education period.

Since it is a requirement to have received secondary school education by residing in the relevant country during secondary school education, those who graduated from the Open Education High School Abroad program affiliated to the Ministry of National Education by documenting that they had been in the relevant country in the years corresponding to their high school

education will be able to apply for the student admission from abroad, and they will also be able to take the TR-YÖS Exam.

- 1.5. The exam will be held in Turkish, German, English, French, Russian and Arabic.
- 1.6. TRNC citizens and those who have renounced Turkish citizenship/Blue Card holders, and foreign nationals who enrolled in secondary education schools in Türkiye in the 2022-2023 academic year (excluding embassy schools, international private education institutions in the MOBIS system, and foreign nationals attending secondary education schools in Türkiye as part of projects carried out by the Turkish Ministry of National Education), will be admitted to the higher education institutions in Türkiye only based on the results of the Higher Education Institutions Exam (YKS).
- 1.7. Methods and principles to be used in student admission to higher education institutions, such as countries' own national exams, international exams, and exams administered by specific universities, as well as their lowest scores, will be specified **on the web pages of the relevant higher education institutions**. Candidates, who are in their last year of high school or have graduated, who want to receive an associate degree and undergraduate education in Türkiye with their own means within the framework of the quota for student admission from abroad, and who have the application requirements, and results from exams required by individual universities and approved by the Council of Higher Education, will be evaluated by the university if they apply directly to the university with these documents and other documents requested by the university.
- 1.8. TR-YÖS is valid for 2 years, beginning from the exam date.
- 1.9. All correspondence between OSYM and applicants must be in Turkish or English, and in Latin characters. OSYM is not responsible for late deliveries or postal losses of correspondence.
- 1.10. OSYM is not responsible for any housing or maintenance problems of students, nor is it responsible for securing a scholarship or a residence permit.
- 1.11. A candidate who pays the fee, but does not apply, or whose application is considered invalid/rejected or cancelled, or who does not or cannot take the exam, or who is denied the right to sit the exam or is expelled from the exam hall, or who fails the exam, or who is disqualified for any reason, or who pays for any procedure that does not require payment or makes multiple payments for the same procedure, cannot claim the right to a refund of the fees paid. The responsibility for correct/incorrect payment of fees belongs to the candidate.
- 1.12. Candidates are responsible for the accuracy of information as to whether they meet the necessary requirements or not. For applicants who provide inaccurate information, the scores they obtain will be deemed invalid.
- 1.13. Candidates are responsible for the accuracy of all the information they declare. Since the information given by the applicant will be taken as a basis for the application of the exam and the evaluation of the results, the applicant will be responsible for any consequences that may arise due to deficiencies or mistakes in the information written on the Application Forms. Candidates who make false/misleading statements in the Application Form will be disqualified. In the applications made at the Application Centres, the APPROVAL page is printed and given to the candidate to check before the application is completed. Therefore, the responsibility for any mistakes/inaccuracies in the information filled out in the application form by the application centre's officer belongs to the candidate. If it is determined that a candidate's statement does not comply with the truth, this candidate will forfeit all their rights from this exam, no matter how much time has passed since the exam.
- 1.14. In order for the exam results to be considered valid, the candidates must comply with all the rules in this guide, and the exams of the candidates who do not comply with the exam rules will be cancelled. Even after the exam, candidates who are found not to comply with these rules will

have their rights arising from the exam results cancelled. Taking the exam and being successful in it does not give the candidates a right that is not included in the law, statute, regulation, and other legislation.

## 2. APPLICATION

Candidates wishing to apply for the exam can obtain the 2024-TR-YÖS/2 Guide from OSYM's website within the application period. The Guide will only be available on the Internet. Applications that are received outside the application period, or sent by post, or delivered by hand will not be accepted.

**The exam application will be made as follows:**

**The Turkish Republic Identification Card holders with photos:**

- *Candidates who do not have any records in the OSYM Candidate Transactions System and have obtained a Turkish Republic Identification Card with a photo from the Population Directorates of the Ministry of Interior Affairs can register in the OSYM Candidate Transactions System through the "e-Government" application with their e-Government passwords. In this case, candidates can individually submit their applications via the internet through OSYM's website at <https://tryos.osym.gov.tr> during the application period and complete their applications by paying the exam fee within the specified timeframe.*
- *Candidates who have both registered in the OSYM Candidate Transactions System and obtained a Turkish Republic Identification Card with a photo from the Population Directorates of the Ministry of Interior Affairs, and whose photo (\*) in the OSYM Candidate Transactions System is either valid or invalid, can also submit their applications individually via the internet through OSYM's website at <https://tryos.osym.gov.tr> during the application period and complete their applications by paying the exam fee within the specified timeframe. In this case, the photos of candidates in the OSYM Candidate Transactions System will be automatically updated with the photos on their Turkish Republic Identification Cards during the exam application process.*

**For candidates who do not have a Turkish Republic Identification Card or whose Turkish Republic Identification Card does not have a photo:**

- *Candidates who do not have a Turkish Republic Identification Card or whose Turkish Republic Identification Card does not have a photo but have a valid photo (\*) in the OSYM Candidate Transactions System can submit their applications individually via the internet through OSYM's website at <https://tryos.osym.gov.tr> during the application period and complete their applications by paying the exam fee within the specified timeframe.*
- *Candidates who do not have a Turkish Republic Identification Card and do not have a valid photo in the OSYM Candidate Transactions System must take a photo through the TR-YOS mobile application and additionally upload photos of the front and back of their identification document to the system during the exam application period. This process can only be done during the application period. The photo will only be used for TR-YOS applications. Candidates can complete their applications by paying the exam fee within the specified timeframe.*

Candidates who are going to apply for the exam and do not have a registration in the OSYM Candidate Transactions System, as well as candidates who have a registration but have forgotten/lost their candidate access password in the OSYM Candidate Transactions System and are unable to retrieve it through the "Forgot My Password" section on the OSYM website, will follow the application process outlined below. Please note that applications will not be accepted by mail.

- 1) Candidates will log into the system via the following OSYM website: <https://tryos.osym.gov.tr>. Candidates who do not have a login password will fill in the information fields on the "Register" screen. After entering their identity and contact information into the system and verifying their email address, candidates will receive passwords via email, which they will use to access the system with their TR-YOS Numbers. Since the password will be needed for later transactions, candidates must ensure not to forget it, not to share it with anyone, and to keep it securely. Candidates who are not residing abroad can also obtain their passwords from domestic application centers for the application process.
- 2) The TR-YOS Number cannot be used for any other exam conducted by OSYM. Acquiring a TR-YOS Number is a separate process from the exam application. Candidates who have obtained their TR-YOS Numbers and have addresses outside of Türkiye will proceed with their exam applications in accordance with the on-screen instructions.
- 3) Candidates who have obtained their TR-YOS Number and password for system login will access the "2024-TR-YÖS/2" section under the "Exams in the Application Process" menu on OSYM's website at <https://tryos.osym.gov.tr>.
- 4) After logging into the OSYM system with their TR-YOS Number and password, candidates will enter their application information into the system. If they do not have a valid photo, they will use the TR-YOS mobile application to take their own photo. Additionally, candidates (except those with a Turkish Republic Identification Number) will also take photos of the front and back of their identification document and upload them to the system. Afterward, they will log in again at <https://tryos.osym.gov.tr> to complete their applications.
- 5) Candidates who have saved their application information in the system will pay the exam fee with a credit card/debit card through the "PAYMENTS" section in e-TRANSACTIONS on OSYM's website at [www.osym.gov.tr](http://www.osym.gov.tr). Payment can be made during the application period the end of the application period until 23:59 Turkish time.

Candidates who do not pay the exam fee will have their application registration information deleted, and Exam Entrance Document will not be issued for these candidates.

- 6) Candidates should carefully retain a printout of their application registration details obtained from the printer during the application period, as it may be required for other stages of the exam.

*Candidates who have not yet obtained a Turkish Republic Identification Card or whose Turkish Republic Identification Card does not have a photo can apply for the exam during the application period if they obtain a photographic Turkish Republic Identification Card from the Population Directorates. In this case, they can update their photos in the OSYM Candidate Transactions System with the photos on their Turkish Republic Identification Card by themselves during the exam application period.*

\* **Valid photograph:** *A photograph on the Turkish Identity Card or a photograph taken at an application centre in the last 50 months and approved by OSYM is a valid photograph.*

Candidates who are in prison will make their applications through the application centres established for them in the prisons. These candidates will be provided with the necessary information and documents related to the exam by the application centres established in prisons.

## **INDIVIDUAL ONLINE APPLICATIONS**

Candidates who have the right to apply for the exam individually via the internet will log in to the

system from the website of OSYM <https://tryos.osym.gov.tr>, complete their application in due time and pay the exam fee by performing the procedures in accordance with the explanations here. Individual online applications will end at 23:59 on the last day of the application. In order for the application information to be registered in the system, please make sure that you have seen the “OSYM has been notified of your application” notice on the screen and that you have paid the exam fee. Upon completing the application process, please print out the resulting form and keep it carefully since it may be needed at the later stages of the exam.

### *Filling out the application screen*

#### **1. TURKISH IDENTITY/ FOREIGN RESIDENT IDENTITY/ TR-YÖS NUMBER**

- Citizens of the Republic of Türkiye must write their Turkish Identity Number in this section. For candidates with dual nationality, one of which is the Republic of Türkiye, who have obtained an Identity Number, and candidates who are Turkish citizens by birth but have lost their Turkish citizenship by obtaining permission to leave, they must enter their Turkish Identity Number in this section provided that they have the Document on the Use of Reserved Rights with Law No. 5203 and the Turkish Citizenship Law No. 5901 (Blue Card holders).
- Candidates who are TRNC nationals, foreign nationals, or non-nationals and who do not have a Turkish Identity Number (TR) must fill out this section with their Foreign Resident Number (FR), issued by the Central Population Management System (MERNIS) of the General Directorate of Population and Citizenship Affairs and consisting of 11 numbers, starting with "9". The personal information of these candidates will be reflected in the OSYM records from MERNIS.  
Candidates in Türkiye who do not have an FR number must fill out and confirm the form on the OSYM website to obtain an FR number in order to receive a “**Document Code**”. With a printout of this form and a valid identification document, they must go to an OSYM Coordination Office and obtain an FR number in return for a fee. Candidates who have previously obtained an FR number using this method must enter their FR number in the section requiring a Turkish Identity Number (TR).
- Candidates who obtained a TR-YÖS Number must fill out this section with their TR-YÖS number.

#### **2. FIRST NAME**

#### **3. FAMILY NAME (SURNAME)**

#### **4. FATHER’S FIRST NAME**

#### **5. MOTHER’S FIRST NAME**

#### **6. DATE OF BIRTH**

#### **7. SEX**

#### **8. PLACE OF BIRTH**

#### **9. REGISTERED LOCATION (PROVINCE/TOWN)**

#### **10. NATIONALITY**

- Candidates holding Turkish nationality, and candidates holding dual nationalities, one of which is Turkish nationality, must select “**RoT (Republic of Türkiye)**”.
- Those who renounced their Turkish citizenship with permission and their legal heirs (Blue Card holders / Holders of the Document on the Use of Reserved Rights) must select “**Blue Card Holder**”.
- Nationals of the Turkish Republic of Northern Cyprus (TRNC) must select “**TRNC**”. TRNC candidates holding dual nationalities must select “**RoT**” provided that one of their nationalities is Turkish. Candidates holding dual nationalities must select “**TRNC**” provided that one of their nationalities is TRNC. TRNC nationals must also type their TRNC Identity Number in the relevant section.
- Foreign nationals, non-nationals, and refugees must select the “**Foreign Nationals**” option



- Those who are within the scope of Law No. 2527 on The Work Permit for Foreigners of Turkish Origin to freely practice their profession and arts in Türkiye, and to work in public, private institutions, and other workplaces must select the option “**Those Within the Scope of Law No. 2527**”.

Candidates with more than one nationality will be able to select more than one option in this section of the Application Form, but they must send the relevant proof documents to OSYM in order for other nationality information to be updated in the system through a petition. Nationality information for candidates holding Turkish nationality, Blue Cards, and TRNC, and/or foreign nationals holding identity cards whose number starts with “9” is selected automatically. It cannot be changed by the candidate or application centre officer. Candidates must submit their requests for changes in their nationality information directly to OSYM.

#### **NAME OF COUNTRY OF NATIONALITY**

Candidates must write the name of the country of nationality in this section.

#### **11. PASSPORT NUMBER**

Candidates who own a passport must write their passport number in this section. Candidates who do not have a passport can leave this section blank.

#### **NATIONAL IDENTITY NUMBER**

Candidates must type their national identity number in this section. If they do not have a national identity number, they can leave this section blank.

#### **12. MAILING ADDRESS**

Candidates residing abroad, including in the TRNC, must write all their address information, including the country name, in the ADDRESS section, and leave the sections PROVINCE ADDRESS and DISTRICT ADDRESS blank.

#### **NAME OF COUNTRY OF RESIDENCE**

Candidates must type the name of the country of their residence.

#### **13. COUNTRY PHONE CODE AND NUMBER**

In this section, applicants must write a phone number and the number of the mobile phone, preceded by the appropriate country code and area (city) code, where they can be most easily reached. If the applicant does not have a telephone, that of a relative or an acquaintance can be given instead.

#### **14. E-MAIL ADDRESS**

The applicant must write his/her e-mail address in this section.

Information provided in sections 12, 13 and 14 must be up-to-date and accurate.

#### **15. EXAM BOOKLET FOREIGN LANGUAGE OPTION**

The questions in the question booklet will be in Turkish, and translations of the questions will be available in German, English, French, Russian, and Arabic languages.

Candidates who wish to change their language selection can do so through OSYM's website at <https://tryos.osym.gov.tr> during the application period (it can also be done during the late application period).

#### **16. EXAM CENTRE PREFERENCE**

Below are the exam centers and their codes. There are five preference fields for exam centers. Candidates should list their preferred centers in order of preference. At least one of the exam center preferences must be a center located in Türkiye.

Candidates will pay the exam fee for the exam center listed as their first preference. Once the fee is paid, the first-preference exam center cannot be changed.

Candidates who have completed their application by paying the exam fee and wish to change their exam center preferences (excluding the first-preference) can make these changes on ÖSYM's website (<https://tryos.osym.gov.tr>) within the application period (including late application days).

Candidates who have not completed their application can make changes to all their exam center preferences on ÖSYM's website (<https://tryos.osym.gov.tr>) until they complete the payment of the exam fee.

If the number of candidates applying to an exam center is less than 15, ÖSYM will decide whether the exam will be held at that center after receiving the applications. Candidates who chose an exam center that is canceled due to having fewer than 15 candidates will be assigned to the highest-ranked remaining exam center from their preferences.

Candidates cannot change their exam center preferences after the application period ends. Therefore, candidates should choose the exam center that is most suitable for them. Petitions sent for corrections/changes to this information will not be processed.

ÖSYM may, if necessary, open additional exam centers or cancel some of the listed centers based on the number of candidates. Candidates who prefer centers that are full or canceled may be assigned to other available centers. In such cases, ÖSYM reserves the right to determine the exam center for the candidates. If necessary, ÖSYM may also assign the candidate to a different exam center than the exam centers they have preferred. Once the exam center is assigned, no further changes will be made.

#### EXAM CENTRES AND CODES:

Kodu	Adı
010	TÜRKİYE - ADANA
067	TÜRKİYE - ANKARA-YENİMAHALLE*
070	TÜRKİYE - ANTALYA
220	TÜRKİYE - EDİRNE
223	TÜRKİYE - EDİRNE-İPSALA
270	TÜRKİYE - GAZİANTEP
310	TÜRKİYE - HATAY
341	TÜRKİYE - İSTANBUL-1 (KADIKÖY-MALTEPE-ATAŞEHİR)
343	TÜRKİYE - İSTANBUL-3 (BEYOĞLU-ŞİŞLİ-BEŞİKTAŞ-KAĞITHANE-SARIYER)
352	TÜRKİYE - İZMİR-1 (KARŞIYAKA-BORNOVA-ÇİĞLİ)
460	TÜRKİYE - KAHRAMANMARAŞ
380	TÜRKİYE - KAYSERİ
790	TÜRKİYE - KİLİS
420	TÜRKİYE - KONYA
470	TÜRKİYE - MARDİN
330	TÜRKİYE - MERSİN
630	TÜRKİYE - ŞANLIURFA
610	TÜRKİYE - TRABZON
650	TÜRKİYE - VAN
900	KKTC - LEFKOŞA / TRNC - NICOSIA
912	AFGANİSTAN İSLAM CUMHURİYETİ - KABİL / ISLAMIC REPUBLIC OF AFGHANISTAN - KABUL
913	AFGANİSTAN İSLAM CUMHURİYETİ - MEZAR-I ŞERİF / ISLAMIC REPUBLIC OF AFGHANISTAN - MAZAR-I SHARIF
936	ALMANYA FEDERAL CUMHURİYETİ - BERLİN / FEDERAL REPUBLIC OF GERMANY -BERLİN
911	ALMANYA FEDERAL CUMHURİYETİ - KÖLN / FEDERAL REPUBLIC OF GERMANY - COLOGNE
965	ALMANYA FEDERAL CUMHURİYETİ - MÜNİH / FEDERAL REPUBLIC OF GERMANY - MUNICH
980	AMERİKA BİRLEŞİK DEVLETLERİ - NEW YORK / UNITED STATES OF AMERICA - NEW YORK
914	ARNAVUTLUK CUMHURİYETİ - TİRAN / REPUBLIC OF ALBANIA - TYRANT
915	AZERBAYCAN CUMHURİYETİ - BAKÜ / REPUBLIC OF AZERBAIJAN - BAKU
899	AZERBAYCAN CUMHURİYETİ - GENÇE / REPUBLIC OF AZERBAIJAN - GANJA
942	AZERBAYCAN CUMHURİYETİ - NAHÇIVAN / REPUBLIC OF AZERBAIJAN - NAKHCHIVAN
916	BANGLADEŞ HALK CUMHURİYETİ - DAKKA / PEOPLE'S REPUBLIC OF BANGLADESH - DHAKA
943	BOSNA HERSEK - SARAYBOSNA / BOSNIA AND HERZEGOVINA - SARAJEVO

981	BULGARİSTAN CUMHURİYETİ - SOFYA / REPUBLIC OF BULGARIA - SOFIA
905	CEZAYİR DEMOKRATİK HALK CUMHURİYETİ - CEZAYİR / PEOPLE'S DEMOCRATIC REPUBLIC OF ALGERIA - ALGIERS
982	CİBUTİ CUMHURİYETİ - CİBUTİ / REPUBLIC OF DJIBOUTI - DJIBOUTI
907	ÇAD CUMHURİYETİ - ENCEMİNE / REPUBLIC OF CHAD - ENCEMINE
918	ENDONEZYA CUMHURİYETİ - CAKARTA / REPUBLIC OF INDONESIA - JAKARTA
902	ETİYOPYA FEDERAL DEMOKRATİK CUMHURİYETİ - ADDİS ABABA / FEDERAL DEMOCRATIC REPUBLIC OF ETHIOPIA - ADDIS ABABA
937	FAS KRALLIĞI - RABAT / KINGDOM OF MOROCCO - RABAT
969	FRANSA CUMHURİYETİ - PARİS / FRENCH REPUBLIC - PARIS
983	GABON CUMHURİYETİ - LİBREVİL / GABONESE REPUBLIC - LIBREVILLE
898	GANA CUMHURİYETİ - AKRA / THE REPUBLIC OF GHANA - ACCRA
984	GİNE CUMHURİYETİ - KONAKRİ / REPUBLIC OF GUINEA - CONAKRY
985	HİNDİSTAN CUMHURİYETİ - YENİ DELHİ / REPUBLIC OF INDIA - NEW DELHI
986	HOLLANDA KRALLIĞI - AMSTERDAM / KINGDOM OF THE NETHERLANDS - AMSTERDAM
944	IRAK CUMHURİYETİ - BAĞDAT / REPUBLIC OF IRAQ - BAGHDAD
987	IRAK CUMHURİYETİ - ERBİL / REPUBLIC OF IRAQ - ERBİL
988	KAMERUN CUMHURİYETİ - YAOUNDE / REPUBLIC OF CAMEROON - YAOUNDE
920	KAZAKİSTAN CUMHURİYETİ - ALMATI / REPUBLIC OF KAZAKHSTAN - ALMATI
906	KAZAKİSTAN CUMHURİYETİ - TÜRKİSTAN / REPUBLIC OF KAZAKHSTAN - TURKISTAN
921	KENYA CUMHURİYETİ - NAİROBİ / REPUBLIC OF KENYA - NAIROBI
910	KIRGIZ CUMHURİYETİ - BİŞKEK / KYRGYZ REPUBLIC - BISHKEK
893	KOLOMBİYA CUMHURİYETİ - BOGOTA / REPUBLIC OF COLOMBIA – BOGOTÁ
989	KONGO DEMOKRATİK CUMHURİYETİ - KİNŞASA / DEMOCRATIC REPUBLIC OF THE CONGO - KINSHASA
990	KOTDİVUAR CUMHURİYETİ (FİLDİŞİ SAHİLİ) - YAMUSUKRO / REPUBLIC OF CÔTE D'IVOIRE - YAMOOUSSOUKRO
924	KUZEY MAKEDONYA CUMHURİYETİ - ÜSKÜP / REPUBLIC OF NORTH MACEDONIA - SKOPJE
908	LİBYA DEVLETİ - TRABLUS / STATE OF LIBYA - TRIPOLI
998	MALEZYA - KUALA LUMPUR / MALAYSIA - KUALA LUMPUR
972	MALİ CUMHURİYETİ - BAMAKO / REPUBLIC OF MALI- BAMAKO
917	MISIR ARAP CUMHURİYETİ - KAHİRE / ARAB REPUBLIC OF EGYPT - CAIRO
926	MOĞOLİSTAN - ULANBATUR / MONGOLIA - ULAANBAATAR
955	MOLDOVA CUMHURİYETİ - KİŞİNEV / REPUBLIC OF MOLDOVA - CHISINAU
973	MORİTANYA İSLAM CUMHURİYETİ - NUAŞOT / ISLAMIC REPUBLIC OF MAURITANIA - NOUAKCHOTT
909	NİJER CUMHURİYETİ - NİAMEY / REPUBLIC OF NIGER- NIAMEY
927	NİJERYA FEDERAL CUMHURİYETİ - ABUJA / FEDERAL REPUBLIC OF NIGERIA - ABUJA
935	ÖZBEKİSTAN CUMHURİYETİ - TAŞKENT / REPUBLIC OF UZBEKISTAN - TASHKENT
928	PAKİSTAN İSLAM CUMHURİYETİ - İSLAMABAD / ISLAMIC REPUBLIC OF PAKISTAN - ISLAMABAD
975	PAKİSTAN İSLAM CUMHURİYETİ - LAHOR / ISLAMIC REPUBLIC OF PAKISTAN - LAHOR
995	ROMANYA - BÜKREŞ / ROMANIA - BUCHAREST
976	RUSYA FEDERASYONU - MOSKOVA / RUSSIAN FEDERATION - MOSCOW
931	SENEGAL CUMHURİYETİ - DAKAR / REPUBLIC OF SENEGAL - DAKAR
977	SOMALİ FEDERAL CUMHURİYETİ - MOGADİŞU / FEDERAL REPUBLIC OF SOMALIA - MOGADISHU
978	SOMALİLİND CUMHURİYETİ-HARGEİSA/REPUBLIC OF SOMALILAND-HARGESIA
999	SRI LANKA DEMOKRATİK SOSYALİST CUMHURİYETİ-KOLOMBO/ DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA-COLOMBO
904	SUUDİ ARABİSTAN KRALLIĞI - CİDDE / KINGDOM OF SAUDI ARABIA - JEDDAH
979	SUUDİ ARABİSTAN KRALLIĞI - RİYAD / KINGDOM OF SAUDI ARABIA - RIYADH
933	TACİKİSTAN CUMHURİYETİ - DUŞANBE / REPUBLIC OF TAJIKISTAN - DUSHANBE
996	TANZANYA BİRLEŞİK CUMHURİYETİ - DARÜSSELAM / UNITED REPUBLIC OF TANZANIA – DAR ES SALAAM
903	TUNUS CUMHURİYETİ - TUNUS / REPUBLIC OF TUNISIA - TUNIS
897	UGANDA CUMHURİYETİ - KAMPALA / THE REPUBLIC OF UGANDA - KAMPALA
919	ÜRDÜN HAŞİMİ KRALLIĞI - AMMAN / HASHEMITE KINGDOM OF JORDAN - AMMAN
896	BELÇİKA KRALLIĞI -GENT / KINGDOM OF BELGIUM - GHENT
895	İSVİÇRE KONFEDERASYONU BERN / SWISS CONFEDERATION - BERN
894	KARADAĞ - PODGORITSA / MONTENEGRO - PODGORICA
970	KATAR DEVLETİ - DOHA / STATE OF QATAR - DOHA
938	KOSOVA CUMHURİYETİ – PRİŞTİNE / REPUBLIC OF KOSOVO - PRISHTINA
958	TATARİSTAN – KAZAN / TATARİSTAN - KAZAN

\* 2024-TR-YÖS2'de "067 ANKARA-YENİMAHALLE"

\* 2024-TR-YÖS1'de "062 ANKARA-ÇANKAYA"

**17. HAVE READ THE PRIVACY NOTICE REGARDING PERSONAL DATA PROTECTION**

**18. I HAVE READ AND AGREE TO THE TERMS STATED IN THE GUIDE**

**19. MARTYR/VETERAN RELATIONSHIP INFORMATION**

This section must be selected by spouses and children of martyrs and veterans under the scope of the laws numbered 3713, 1005, 2629, 2453, 675, 2330, 5434 (Articles 45 and 64), 5510 (Article 47) and 5233. As per the decision of the OSYM Board of Directors dated 14.01.2019, no application service fee or exam fee will be charged to the spouses and children of martyrs and veterans. Please select this option if you are eligible; otherwise, you must leave this section blank. Only candidates with such information verified by the Social Security Institution's (SSI) records can benefit from this exemption.

Selecting this option does not guarantee a fee exemption for eligible candidates. Candidates who select this option must also do the following:

1. Candidates who have not registered in the OSYM system must go to an application centre within the application period and enter this information into the system with the application centre officer. Firstly, in the "Candidate Activities" section, "Martyr/Veteran Relationship Information" must be selected, and the candidate's Turkish Identity Number must be typed on the screen that appears. Relevant information pertaining to the eligible candidates will be transferred from the Social Security Institution. The validity period of the fee exemption will also be indicated on the screen. Once the validity period of the fee exemption expires, this procedure must be repeated. These procedures must be completed before applying for the exam.
2. Once the above-mentioned procedures are completed, the candidate's application for the exam will be made. On the application screen, the same SSI information will be displayed under the heading "Martyr/Veteran Relationship Information". "Martyr/Veteran Relationship Information" will be displayed on the screen within the validity period specified.
3. On the application screen, the "MARTYR/VETERAN RELATIONSHIP" option must be selected.
4. Candidates registered in the OSYM system who wish to save their Martyr/Veteran relationship information in the OSYM system must do the following before going to the application centre: they must log in to the OSYM system using their Turkish Identity Number and password and click the button "Update my Martyr/Veteran Relationship Information from the SSI" on the page "My Martyr/Veteran Relationship Information" under the menu "My Profile".
5. Candidates making an individual online application for the exam can also click the button "Update my Martyr/Veteran Relationship Information from the SSI" on the page "My Martyr/Veteran Relationship Information".
6. Candidates who do not have a password for access to the OSYM system can have their Martyr/Veteran Relationship Information saved in the system by referring to the application centres.
7. Candidates with no Martyr/Veteran Relationship Information registered in the OSYM system but who have selected the "MARTYR/VETERAN RELATIONSHIP" option on the application form will be prevented from selecting this option on the application screen.

Candidates whose validity period for benefiting from the fee exemption has expired can click the button "Update my Martyr/Veteran Relationship Information from the SSI" on the page "My Martyr/Veteran Relationship Information" to make the necessary update in the system. OSYM reserves the right and authority to re-determine the validity period for the fee exemption. Candidates who have no Martyr/Veteran relationship are required to pay the exam fee. Otherwise, their application for the exam will be cancelled.

## 19. SESSION INFORMATION

## 20. REQUEST FOR INTERNET ACCESS PASSWORD

## 21. SIGNATURE

### *Paying the Exam Fee*

**After registering their application information in the system, the candidates must complete their applications by paying the exam fee in due time.** Candidates must pay the exam fee with a credit/debit card from the "PAYMENTS" section on the e-TRANSACTIONS page on the OSYM website **within the application period and on the first business day after the application period ends.** Exam fee payment procedures will end at 23:59 Türkiye local time. Personal checks, money orders, traveller's checks, postal orders, bank notes or any other forms of money transfer are not acceptable.

Candidates who have completed their applications by applying and paying the exam fee within the specified period should confirm that their applications have been completed on the <https://tryos.osym.gov.tr> website before the payment period for the exam fee is completed. They should also carefully retain a printout of their application details from the printer as it may be required for other stages of the application.

Since payments will be made by Credit Card, the payments made in USD and EURO by candidates applying from abroad will be equal to the amount in Turkish Lira calculated for the relevant country based on the exchange rate of the Central Bank of the Republic of Türkiye.

A candidate who pays the fee, but does not apply, or whose application is considered invalid/rejectedd or cancelled, or who does not or cannot take the exam, or who is denied the right to sit the exam or is expelled from the exam hall, or who fails the exam, or who is disqualified for any reason, or who pays for any procedure that does not require payment or makes multiple payments for the same procedure, cannot claim the right to a refund of the fees paid.

For late applications, candidates must pay the exam fee with an increase with a credit/debit card from the "PAYMENTS" section on the e-TRANSACTIONS page on the OSYM website, until 23.59 Türkiye local time on the days for late applications. Applications of the candidates who do not pay the exam fee during the late application period despite applying for the exam on the days for late application will be cancelled. Candidates who have completed their applications by applying and paying the exam fee during the late application period should confirm that their applications have been completed on the <https://tryos.osym.gov.tr> website before the payment period for the exam fee is completed. They should also carefully retain a printout of their application details from the printer as it may be required for other stages of the application.

**ATTENTION:** Candidates whose application information is recorded in the system must complete their applications by paying the exam fee within the prescribed period. Since the applications of the candidates who do not pay the exam fee in due time will not be completed even if their application information is saved in the system, and thus their application information in the system will be deleted, the application registration information will be cancelled, the exam building/hall assignments will not be made, and the Exam Entrance Document will not be issued for these candidates.

It is obligatory to indicate the "TR/FR/TR-YÖS Number" in any correspondence to be made with OSYM after applying for the exam. Petitions without a TR/FR/TR-YÖS Number will not be taken into consideration.

## 3. EXAM

### 3.1 DOCUMENTS CANDIDATES MUST BRING TO THE EXAM HALL

#### **2024-TR-YÖS/2 EXAM ENTRANCE DOCUMENT:**

An Exam Entrance Document will be issued by OSYM for each candidate who completes the exam application by paying the exam fee. Candidates will obtain the Exam Entrance Document by entering the TR/FR/TR-YÖS Number and the candidate password on the OSYM website.

Candidates are required to have their Exam Entrance and Identity Documents with them when taking the exam. The exam entrance document indicates information regarding the exam centre, exam building, and exam hall in addition to the photograph of the candidate. A candidate cannot be allowed to take the exam in an exam hall other than the one specified on the exam entrance document. A candidate who takes the exam in an exam hall other than the one specified on the exam entrance document will be disqualified. Exam Entrance Document will not be sent to the candidates' addresses. Candidates are advised to go see their exam building before the exam day in order to confirm the address of the exam building.

Candidates who have lost their Exam Entrance Document will be able to obtain it again online. Candidates must have colour or black and white printouts of the Exam Entrance Documents obtained from the internet with them during the exam. It is a must to have a photograph of the candidate on the document. Candidates should make sure that their photographs are visible on the document while printing it out. Except for the information specified by OSYM on the front of the document, if there is any writing, picture, or sign etc. on the front and back of the document, the candidate will be disqualified.

**ATTENTION:** An Exam Entrance Document is not issued for candidates who do not pay the exam fee in due time, even if they have registered their application information in the system.

**FORMER TURKISH IDENTITY CARD WITH PHOTOGRAPH OR TURKISH IDENTITY CARD WITH PHOTOGRAPH OR ORIGINAL VALID PASSPORT:**

In order for the candidate to be able to take the exam, they are required to have the original copy of their photo ID card, photo Turkish Identification Card, or an unexpired photo passport with them in addition to the Exam Entrance Document. Other than a photo ID card, photo Turkish Identification Card, or an unexpired photo passport;

- Those who have left Turkish citizenship with permission, as well as the original copy of the photo Pink/Blue Card belonging to their legal heirs, or the "Temporary Identity Document" provided during the acquisition process of the Blue Card and valid until the new identity card is received,
- The original TRNC Identity Card with a photo and identification number of Turkish Republic of Northern Cyprus citizens who do not have passports,
- The original photo identification card of the candidate's own country,
- The Temporary Identity Document with a photo, signature, seal, barcode, and QR code, issued by the General Directorate of Population and Citizenship Affairs of the Ministry of Interior Affairs during the process of obtaining a Turkish Identity Card, valid until the new identity cards are received,
- The original valid International Protection Status Holder Identity Document with a photo issued by the Ministry of Interior Affairs Directorate General of Migration Management,
- The original valid International Protection Applicant Identity Document with a photo issued by the Ministry of Interior Affairs Directorate General of Migration Management,
- The original Temporary Protection Identity Document with a photo issued by the Ministry of Interior Affairs Directorate General of Migration Management,

- The original Residence Permit Document with a photo, issued by the Ministry of Interior Affairs, on which the residence permit type is specified as “humanitarian” or “long-term”

will be accepted. **It is mandatory for the documents to have the candidate's photograph. Candidates without a photograph on their valid identity document will not be admitted to the exam.**

**However;**

- Driver’s licence and,
- Other documents, including but not limited to professional identification documents, and student ID cards, **will not be accepted.**

Former Turkish Identity Cards must have a cold stamp, an up-to-date photograph that will make the candidate easily recognisable by examiners and a Turkish identification number (Please bear in mind that on the day of the exam, if the examiners have difficulty recognizing you from your photo, they may deny you access to the exam). A passport must be valid. Former Turkish Identity Cards without a cold stamp, an up-to-date photograph that will make the candidate easily recognizable by examiners, and a Turkish identification number (identification number must not be typed by a typewriter or by hand, or added later.) and expired passports will not be accepted.

**Even if a candidate without these documents has taken the exam in an exam hall with the decision of the Exam Coordinators, examiners or OSYM representatives, he/she will be disqualified. A current photograph of the candidate must be present in the identity document. Candidates who do not have a photograph on their identity document will be disqualified.**

Candidates are not allowed to bring anything else other than these documents to the exam buildings. Candidates should bear in mind that OSYM will not provide safes, lockers, etc. for personal belongings in the exam buildings. OSYM will provide at least one wall clock, stationery (pencils, erasers, sharpeners) and napkins to be used by the candidates in each exam hall. Candidates will be allowed to bring water in a transparent plastic bottle to the exam.

### **3.2. ITEMS CANDIDATES ARE NOT ALLOWED TO BRING TO THE EXAM BUILDINGS**

Since OSYM will not provide safes, lockers etc. for personal belongings in the exam buildings, candidates are not allowed to bring any of the following items to the buildings:

- *Bags, wallets, mobile phones, all kinds of watches, devices providing wireless communication such as bluetooth; headphones, necklaces, earrings, rings (excluding wedding rings), bracelets, brooches and other jewellery; key chains, all kinds of vehicle keys, items containing plastic and metal (excluding beaded/non-beaded pins used for headscarves, paper/coins, simple keys without keychains, transportation cards, belts with simple buckles, simple wire buckles and simple piercings), all kinds of electronics /mechanical devices and tools such as pagers, radios, cameras, all kinds of plastic and glassware including sunglasses (except numbered glasses), cards such as bank/credit cards,*
- *Devices with all kinds of computer features such as pocket computers, watches, electronic devices with dictionary functions, calculators,*
- *All kinds of piercing and cutting tools, firearms and similar equipment,*
- *Items such as pen/pencils, erasers, sharpeners, all kinds of scrap paper, notebooks, books, lecture notes, dictionaries, magazines, newspaper, compass, protractor, ruler, calculator,*

- *Food and other consumption items including all kinds of beverages (except water in a transparent plastic bottle),*
- *Medicines in box/bottle*

At the entrance to the exam buildings, the candidates and examiners will be searched manually and/or with detectors by the security officers, and the candidates who come to the exam with the above-mentioned items will not be admitted to the exam buildings. Candidates found to be carrying such items in exam buildings before, during, or after the exam will be disqualified. OSYM has the right and authority to use signal jammers in buildings if it considers necessary. OSYM may monitor exam buildings/halls through cameras. In addition to the examiner reports, camera recordings can also be used as evidence when necessary.

**Candidates with health problems who do not request a reader/marker or marker and can enter the exam building/hall without assistance, provided that they are carefully checked by the security guards at the entrance of the exam building by hand and/or detector, can enter their exam buildings/halls specified in their Exam Entrance Document. They are allowed to bring the following items even if they are not listed in their Exam Entrance Document: medicines (limited in number/amount), compression bandages, crutches, splints, walkers, canes, neck braces, corsets, sitting rings, plasters, bandages, knee pads, eye drops, inhaler/pump/spray.**

Suspects, defendants and convicts on supervised release who are controlled through electronic devices will not be allowed to enter into the exam buildings with the electronic devices they carry. The task of detaching and preserving the devices before the exam is carried out by the official who supervises those on supervised release.

### 3.3. EXAM ADMINISTRATION

Candidates will be admitted to the exam halls following an identification check. **Candidates must be present at the exam buildings at least 1 hour before the start of the exam**, in order for the identification and security checks to be completed and the candidates to be admitted to the exam halls in time. The face of the candidate who will take the exam must be open in a way that allows identification.

**ATTENTION:** The procedures for admitting the candidates to the exam buildings will be completed 15 minutes before the exam time. Candidates will not be admitted to the exam buildings after this time, and to the exam halls after the answering period of the exam starts.

**DİKKAT:** *Sınav günü sınav saatinden 15 dakika önce adayların sınav binalarına alınma işlemleri tamamlanacaktır. Adaylar bu süreden sonra sınav binalarına, sınavın cevaplama süresi başladıktan sonra sınav salonlarına alınmayacaklardır.*

Candidates will be admitted to the exam halls after the examiners check their Exam Entrance Documents and identity documents that are accepted to take the exam. In the exam hall, they must sit in the seat assigned to them by checking the seat number. After being seated, candidates must put the Exam Entrance Document and the Identity Document on their desk. Proctors in the exam halls will check the identities of the candidates and collect the Exam Entrance Documents. Following the identification checks, the chief proctor will read out the exam rules to the candidates, and hand out the answer sheets with the TR/FR/TR-YÖS Number (*Each candidate must use his/her own answer sheet, which includes his/her own photograph and his/her identity information. A candidate who uses the answer sheet belonging to another candidate will be disqualified.*) in addition to the stationery boxes containing two pencils, a rubber, a pencil sharpener, and napkins.

Exam booklets will be distributed after the candidates fill in the required spaces on the answer sheets. After quickly checking the print of the pages in the exam booklets, the candidates must fill out the following sections: TR/FR/TR-YÖS Number, first name, family name (surname), exam hall number, and exam seat number on the front cover of the exam booklet. They also must write and code the



exam booklet number on the section “Exam Booklet Number” in the answer sheet. It will be confirmed by the candidate in the relevant sections of both the exam booklet and the answer sheet that this procedure has been completed correctly and thoroughly. The candidate himself/herself, not the examiners, is responsible for the correct and complete coding of the question booklet number on the answer sheet. Next, the proctors will paste the QR code label of the exam booklet on the candidate’s exam booklet to the section in the candidate roll call list where the name of the candidate is written.

Candidates are obliged to check the exam booklets and answer sheets given to them and make sure that they have exam documents suitable for their own situation and the information in their Exam Entrance Documents; otherwise, they must inform the chief proctor. Candidates who accept the exam booklet and answer sheet without making the necessary checks and continue the exam with those exam documents bear all responsibility for the problems that may arise from the inconveniences of the exam documents.

After the exam documents are distributed to them, the candidates are **not allowed to leave the exam hall in the first 75 minutes and the last 15 minutes of the exam period. Candidates will not be allowed to leave the exam hall** even for a short time (including going to the bathroom) during the exam. Candidates in this situation will definitely not be allowed. Candidates who leave the exam hall for any reason will not be admitted to the exam hall again and will be kept in the exam building until the first 75 minutes have elapsed. Candidates who leave the exam building before the above-mentioned periods are over will be disqualified. Candidates who have finished the exam in a period other than above-mentioned ones can leave the exam hall after they hand in the exam booklet and answer sheet to the proctors.

Candidates are not allowed to do the following during the exam:

- *talk, cheat, or help others cheat,*
- *ask questions to proctors in the exam hall,*
- *use scrap paper or write the questions and answers of the exam on another piece of paper,*
- *write the questions and answers of the exam on the back of the answer sheet,*
- *exchange stuff like pencils and erasers with each other,*
- *start reading the questions before the answering time of the exam starts,*
- *continue to read the questions and mark them on the answer sheet even though the exam period is over,*
- *exhibit behaviours that disrupt the exam safety.*

Candidates who are found to violate these rules will be disqualified.

Complying with the exam rules is the primary duty of the candidate. Candidates who violate the rules will not be allowed to continue the exam. However, if the examiners deem it necessary to not distract the other candidates and cause them to waste time, they may not warn those who violate the exam rules. Whether warned or not, the identities of and violations committed by the candidates who act against the rules will be clearly written by the examiners in the exam report, and they will be disqualified.

Candidates can only use the blank spaces on the pages of the exam booklet for drafting. It is strictly forbidden for the candidates to write the questions and/or the answers they gave to these questions on a separate piece of paper and take this paper out of the exam hall. At the end of the exam, the exam booklets will be collected and examined one by one at OSYM. Even one missing page from the exam booklet or not submitting the Exam Entrance Document will result in the disqualification of these candidates. Exam buildings/halls may be monitored by security cameras installed by OSYM. Camera recordings can be used as evidence when necessary.

In addition to the reports of the examiners, camera recordings can also be used when necessary as evidence in determining whether the exam rules have been violated. Candidates who are found to have violated the rules as a result of the examination of the camera records will be disqualified even if they are not stated in the examiner reports. OSYM Representatives will be able to inspect the exam halls during the exam, and if they deem it necessary, they will be able to make identity checks.

### 3.4. EXAM BOOKLET AND ANSWER SHEET

The test consists of a single booklet, and the candidates must mark their answers in the relevant field on the answer sheet. Each exam booklet will be specially bagged at the printing house. Exam booklets will be distributed randomly to the candidates by the proctors in the exam hall.

Each exam booklet has a unique “EXAM BOOKLET NUMBER”. The questions in the exam booklets will be exactly the same, but the order of the questions or the options, including the correct answers, may vary across exam booklets. Therefore, the answer keys for each exam booklet will be unique.

Each candidate will use an exam booklet designed specifically based on their application information and the unique answer sheet prepared for him/her in the exam. The answer sheet will include information on the candidate’s first name, family name (surname), Turkish Identity Number in addition to the candidate’s photograph. Before the exam begins, candidates must check whether the given answer sheet belongs to them, and whether the information in the exam documents given to them matches the information in their Exam Entrance Documents. The candidates are responsible for checking the accuracy of the information. After making the necessary checks, the candidate who detects incompatibility in his/her exam documents must apply to the chief proctor and obtain the exam documents arranged according to the information in his/her Exam Entrance Document. Candidates who accept and use the exam documents not prepared for them without making the necessary checks and are found to have provided information that does not belong to them on the answer sheet will be disqualified.

Next, all candidates must write and code the exam booklet number printed on the exam booklet given to them in the relevant field on the answer sheet, and confirm that they have written and coded the number correctly in the relevant sections on the exam booklet and answer sheet. **It is not possible for optical readers to read and evaluate answer sheets that contain no or inaccurate exam booklet number. It is the candidate's responsibility to complete these procedures thoroughly and accurately.** All candidates will receive answer sheets with a 9-point font size.

All questions in the exam booklet are multiple choice. Each question has five options. Only one of these five options is the correct answer. The answer must be marked in the relevant field on the answer sheet. Marks only on the exam booklet will not be taken into consideration. Answers that are not marked (coded) in the bubbles in the answer sheet will not be processed.

The bubble that shows the option to be marked by the candidate as the correct answer must be shaded and filled carefully without moving beyond the circle. If more than one answer is marked for a question, the answer given to that question will be considered **incorrect**.

**The optical reader, which evaluates the answer sheet, may also read the poorly erased mark. Therefore, in order for the answer to a question to be changed, the incorrectly placed mark must be erased cleanly. Particularly, when a mark for a given answer is erased on the answer sheet, and if no other answer will be marked in its place, the mark must be erased as cleanly as possible.**

**ATTENTION: Please remember that you must erase cleanly and carefully a mark on the answer sheet if you want to change your answer.**

**ATTENTION:** OSYM owns the copyright to the questions used in the exam. The questions cannot be given to any person or institution, and published in print or on the internet, except for those decided to be published by the OSYM Board of Directors. It is forbidden to copy, photograph, reproduce, use, or publish exam questions by any means, in whole or in part, for any purpose, without the written permission of OSYM. Legal actions will be taken against violations as per Law No. 5846 on Intellectual and Artistic Works. Candidates who take the exam are deemed to have accepted this situation.

### 3.5. DOCUMENTS TO BE SUBMITTED BY CANDIDATES IN THE EXAM

Proctors in the exam hall will collect the exam booklets and answer sheets used by the candidates in the exam. Especially if the proctors in the big exam halls forget to collect the exam booklet and answer sheet of a candidate, the candidate must immediately give the necessary warning and ensure that the exam booklet and answer sheet are collected by the proctors. Candidates who have completed the exam must hand in their exam booklet and answer sheet to the proctors in the exam hall, and they must never leave them on their desks. In the event that the proctors tell them to leave the exam booklets and answer sheets on the table / desk once the exam is completed, the candidates must not leave the exam hall until the exam booklets and answer sheets are collected by the proctors. The candidates themselves are responsible for the exam documents that are left on the desks in the exam halls, and thus do not reach OSYM. The Exam Entrance Document will be collected by the examiners before the exam starts.

The package of exam documents belonging to each exam hall is opened one by one by the OSYM staff, all the documents that come out of the package are counted one by one; a report is written if there is any missing document. It is the candidate's responsibility to deliver the Exam Entrance Document, exam booklet and answer sheet to the proctors in the exam hall. If a candidate does not submit his/her Exam Entrance Document, exam booklet and answer sheet, they will be disqualified. Candidates can watch the proctors in the exam hall pack their exam documents if they wish to do so.

### 3.6. EXAM RULES AND REGULATIONS

All candidates must comply with the following rules and regulations. Any violation will result in disqualification.

- *Taking the exam in the assigned exam hall/seat,*
- *Submitting their Exam Entrance Documents to the proctors before the exam time begins,*
- *Not cheating or not helping any other candidate cheat,*
- *Marking the answer sheet with answers before the end of the exam time,*
- *Writing and coding correctly TR/FR/TR-YÖS Number and Exam Booklet Number on the answer sheet,*
- *Filling out the exam booklet and answer key accurately and thoroughly,*
- *Opening the exam booklet to read the exam questions after the answering time begins,*
- *Not reading the exam questions and not marking the answer sheet once the exam time is completed,*
- *Submitting the exam booklet (not missing any pages) and answer sheet to the proctors at the end of the exam,*
- *Complying with the exam rules and the warnings of the examiners*
- *And complying with all other exam rules*

Candidates who are admitted to the exam by examiners by mistake, even though their documents are incomplete or invalid, and will not be taken out of the exam hall so as not to disrupt the exam, but they will be disqualified after a careful examination of the exam reports and camera recordings. The absence of any record in the exam reports does not prevent the candidate from being disqualified due to illegal behaviour detected as a result of the examination of the camera records. In cases of fault or negligence by the examiners, camera recordings are taken as a basis. Further legal action is taken against examiners involved in fault or negligence or as per the relevant legislation.

Examiners in exam buildings and halls are not responsible for giving any reports to candidates, their relatives or other third parties. Legal action is taken against candidates within the scope of Law No. 6114 and relevant legislation. Penal provisions in Law No. 6114 are as follows:

#### **Penal provisions**

ARTICLE 10 – (1) Concerning the exams administered by OSYM, starting from the item creation stage for the exam questions, all appointed persons shall be considered public officials in terms of the duties they perform in accordance with the provisions of this Law,

regardless of whether they are employed in another public institution or private institution.

(2) A person who illegally obtains or possesses confidential information pursuant to the provisions of this Law shall be sentenced to imprisonment from one year to four years, unless the act constitutes another offence/crime requiring a heavier penalty. The person who discloses this information shall be punished with imprisonment from two to five years and a judicial fine of up to five thousand days.

(3) Concerning the exams administered by OSYM; a person who a) cheats or helps others cheat using a device transmitting sound or image, b) takes the exam for another candidate or who contributes to another person taking the exam instead of himself/herself, c) cheats individually or collectively, or provides assistance for cheating shall be punished with imprisonment from one year to four years, unless the act does not constitute another offence/crime requiring a heavier penalty..

(4) A person who changes the exam results in favour of or against a candidate shall be sentenced to imprisonment from three to eight years, unless the act constitutes another offence/crime that requires a heavier penalty.

(5) A candidate who is found to have cheated or attempted to cheat in an exam, or in a session of a multi-session exam shall be disqualified. Such a candidate, or a person who takes the exam on behalf of someone else cannot apply as a candidate for any exam or placement administered by OSYM for a period of two years from the date of the exam. If a candidate who has been disqualified has been appointed to a public office or has acquired another right based on his/her success in this exam or in an exam held by OSYM before the disqualification decision is made, he/she shall immediately be dismissed by the authorities of the relevant institution and the right granted to him shall be revoked. The provisions in this paragraph shall also apply to the candidates who commit the acts in the second, third and fourth paragraphs.

(6) If the offences/crimes defined in this article are committed within the framework of the activities of an organization, the penalties to be imposed shall be increased by half. In the event that these offences/crimes are committed within the framework of the activity of a legal person, security measures specific to them shall be imposed on the legal person.

(7) A candidate who is disqualified due to obtaining the exam questions through a confidentiality violation, and thus banned from applying to OSYM exams and placements, can have his/her ban period shortened or completely removed on the condition that he/she gives information about who gave him/her the exam questions and how.

(8) OSYM Board of Directors is authorised to issue an investigation permission regarding the persons deemed to be public servants according to the provisions of this Law who are alleged to have committed offences/crimes; and the Higher Education General Board is authorised to issue investigation permission regarding the chairman and members of the OSYM Board of Directors.

(9) An administrative fine of 5,000 Turkish Lira is imposed on those who share or reveal the identity information of the appointed persons defined in the first paragraph of Article 9, trialling questions or exam questions exactly or partially in the course of the exam, or publish the exam questions using devices transmitting any kind of signals, sounds and images. In case of repetition of the act, the penalty is applied with a one-fold increment each time. An administrative fine does not remove the obligations arising from the Law on Intellectual and Artistic Works dated 5/12/1951 and numbered 5846 and the implementation of the penal provisions in Article 10 of this Law. The decision on administrative fines is made by the Board of Directors. The competent court for lawsuits to be filed against administrative fines is the administrative courts in the vicinity where OSYM Headquarters is located. Administrative fines imposed in accordance with this Law shall be paid within one month following the notification.

Taking the exam and being successful does not give a right that is not included in the law, statute, regulation and other legislation. Candidates who are reported to have violated the exam rules in the reports written by the exam officials, and who are found to have cheated individually, in pairs or collectively based on the results of the statistical and psychometric analyses will be disqualified and their exam results will be deemed invalid. Legal action will be taken against people who are involved in the offences of cheating or helping others cheat as per Law No. 611. Candidates must prevent others from cheating through their own exam booklets and use their answer sheets in a way that prevents others from looking at them in order to avoid being taken to court based on the results of the computerised statistical and psychometric analyses. Candidates must strictly comply with the rules and regulations of the exam to avoid disqualification.

Candidates who cheat, attempt to cheat, or help others cheat in any way will be disqualified. Moreover, camera recordings will be used as evidence against the cheaters and will result in disqualification. Proctors do not have to warn the candidates if they cheat or attempt to cheat; the responsibility rests entirely with the candidates.

#### **4. EVALUATION OF THE EXAM RESULTS**

The exam consists of the Numerical Aptitude Test and the Basic Mathematics Test. The Numerical Aptitude Test consists of 40 questions, and the Basic Mathematics Test consists of 40 questions. The responses given to the tests will be evaluated separately for each test. A candidate's standard score for each test will be calculated. Standard scores will be calculated as described below:

The number of correct and incorrect answers given by each candidate in the tests is counted. The candidate's raw scores for each test are obtained by subtracting  $1/4$  of the number of incorrect answers from the number of correct answers.

The mean score and standard deviation of each test are calculated using the raw scores from the relevant test.

The raw scores are converted to standard scores, of which the mean is 50 and the standard deviation is 10. The means and standard deviations will be used to calculate the standard scores for all candidates, where the mean is 50 and the standard deviation is 10.

The obtained standard scores are weighted using a coefficient of 0.45 for the Numerical Aptitude Test, and a coefficient of 0.55 for the Basic Mathematics Test to calculate the candidates' weighted scores. Candidates must have a raw score of 0.5 or more in one of the tests in order for their weighted scores to be calculated. Scores are not be calculated for candidates who do not meet this condition.

The candidates' TR-YÖS Score will be calculated by converting the weighted scores into scores where the smallest is 100 and the highest is 500.

After the exam, the questions that are decided to be cancelled by OSYM or the judicial authorities will be excluded from the evaluation and scores will be re-calculated by taking the score value of the remaining questions. In the case of questions whose correct answer needs to be changed by the OSYM after the exam, scoring will be managed based on the updated answer key.

## 5. ANNOUNCEMENT OF THE REXAM RESULTS

The candidates can learn their exam results at the OSYM website <https://sonuc.osym.gov.tr> using their TR/FR/TR-YÖS Number and password. Score reports will not be sent to candidates.

## 6. CANDIDATES WITH DISABILITIES/SPECIAL HEALTH CONDITIONS

Before taking the exam, candidates with disabilities/special health conditions need to obtain the following documents from a university hospital or state hospital and deliver them to OSYM within the application period:

- 1) *Certified copy of Health Board Report Indicating Disability / Health Board Report / Special Needs Report for Children (COZGER)*
- 2) *Petitions stating their health/disability status*
- 3) *A copy of the application form*

**Reports not issued by a university or public hospital are not accepted.**

**ATTENTION: These documents shall not be delivered to the application centres, but to OSYM within the application period by the candidate in person.**

After the reports reach OSYM, they will be saved in the OSYM system. Candidates who do not deliver a certified copy of the Health Board Report Indicating Disability/Health Board Report, together with the other documents mentioned above, to OSYM within the application period, will not be allowed to take the exam at the Disabled Exam Halls and will be subject to the rules and regulations that apply to the other candidates applying for the exam.

Candidates must carefully examine the explanations regarding filling out the Information Form, fill out the form, and deliver the above-required documents to OSYM within the application period. OSYM reserves the right to request a new report when necessary.

Candidates whose health board reports are accepted by our Centre will take the exam in the "**Disabled Exam Halls**" in accordance with their disability/health status. Candidates whose reports are not approved will be subject to the rules and regulations that apply to the other candidates applying for the exam.

If candidates with disabilities need special equipment that they will use in the exam, such needs and the equipment they will use should be described in detail in their petitions. Candidates will be able to use this equipment in the exam if it is approved by OSYM. The instruments, equipment and devices that these candidates can bring to the exam will also be specified in the Exam Entrance Documents, containing the expression "Disabled Exam Hall".

Candidates who **develop conditions** that prevent them from taking their exams in the exam halls other than the disabled exam halls **after the application procedures** are complete must document the changes in their health status with the health board reports issued by a university or state hospital. The reports must be submitted to the OSYM Department for Candidates Disability (EADB) **by 17.00 on Wednesday**, during the week in which the exam will be held, attached as an annex to the General Petition. These candidates, if their reports are approved, will take the exam in the "Disabled Exam Halls". The reports of candidates developing **health/disability** conditions that require them to take the exam in the "Disabled Exam Halls" will be evaluated by OSYM if they reach OSYM after Wednesday.

**Candidates developing such health conditions, if they do not request a reader/marker or marker and can take the exam without any assistance, are allowed to bring the following items to the exam halls specified in their Exam Entrance Documents even if these items are not specified in their Exam Entrance Documents: medicines (limited in number/amount), compression bandage, crutches, splints, walkers, canes, neck braces, corsets, sitting rings, plasters, bandages, knee pads, eye drops, inhaler/pump/spray.**

The reports (additional reports) of candidates regarding the same disability who had the disability/health problem during the application and submitted the health board report to OSYM within the application period will not be taken into consideration after their assignment to the exam building/halls is completed.

These rules regarding the candidates with disabilities/health problems apply to those candidates who make an online individual application.

## **EXAM RULES FOR CANDIDATES WITH DISABILITIES/SPECIAL HEALTH CONDITIONS**

### **CANDIDATES WITH VISUAL IMPAIRMENT**

Candidates with a visual impairment who receive reader assistance are exempt from questions that involve visual data such as figures, graphics, tables, and images and complex linguistic expressions. Readers and markers are assigned to these candidates, and they are allowed to take the exam in one-person exam halls. Additional time is given based on the number of exam questions and exam time. **These candidates are not allowed to read the exam booklet themselves. Candidates who are found to have read the exam booklet themselves despite receiving reader assistance will be disqualified.**

Candidates who can read the questions themselves (without requesting reader assistance) may be given additional time on the condition that their Health Board Report Indicating Disability states that their disability rating for Visual System, Eye Diseases, Visual Impairment, etc. is 25% or higher, and that their Special Needs Report for Children (COZGER) states that their special needs rating is "Requires Special Need ÖGV/RSN" / Special Needs Code is "1" or higher. Except for candidates in this situation, visually impaired candidates who are able to read the exam booklet themselves (who do not request reader assistance in the exam) will not be given additional time in the exam.

Candidates with visual impairments who are able to read the exam booklet on their own are provided with an exam booklet written in 9 or 14 pt. font and marker assistance upon request (An example is given below). Although the text size of the question booklet is 14 pt., since the answer sheet size is standard (all candidates are given only 9 pt. font size answer sheets), candidates are advised to take this situation into consideration. Candidates requesting marker assistance take the exam in single-

person exam halls; otherwise, they will take the exam in regular exam halls.

Candidates receiving marker assistance must read the questions themselves (markers cannot read the questions to the candidate), and such candidates are not allowed to mark (code) their answers in the answer sheet. Candidates violating these rules will be disqualified.

**Sample, Arial, 14 pt. font:**

Candidates who apply for the exam with disability status are required to submit a certified copy of their health board reports to OSYM within the application period.

**Sample, Arial, 9 pt. font:**

Candidates who apply for the exam with disability status are required to submit a certified copy of their health board reports to OSYM within the application period.

### **CANDIDATES WITH HEARING LOSS**

In the reports of the candidates with hearing impairments, it is obligatory to specify the type of hearing impairment (sensorineural, conductive or mixed), hearing thresholds for each ear separately (in dB), and whether they have speech impairments (and the degree, if any). These candidates must also include a signed and certified copy of the hearing test in their report.

Candidates with hearing loss who use hearing aids/bionic ear (cochlear implants) must definitely state this situation in their Health Board Reports Indicating Disability/Health Board Reports and Health Status/Disability Information Forms. This information is reflected in the Exam Entrance Documents of the candidates. Candidates with a hearing aid/bionic ear (cochlear implant) specified on their Exam Entrance Documents will be admitted to the exam halls with these devices, but the devices will be left by the candidates at the locations indicated by the examiners in the hall before the exam starts, to be taken by the candidate after the exam is completed.

Candidates with a hearing aid/bionic ear (cochlear implant) specified on their Exam Entrance Documents, who want these devices on them during the exam, if they mark the relevant field in the Information Form, can use their devices in the exam halls, where OSYM takes the necessary measures to cut off all wired and wireless communication.

Candidates are not allowed to bring their hearing aids/bionic ears (cochlear implants) unless such devices are specified in their Exam Entrance Documents.

Additional time is given to the candidates with hearing loss who submit the Health Board Report Indicating Disability / COZGER and other required documents to OSYM.

### **CANDIDATES WITH PHYSICAL DISABILITIES**

Candidates with physical disabilities who need marker assistance in the exam are given marker assistance. Candidates with physical disabilities, if they have CP (Cerebral palsy, etc.) and their Health Board Report indicates that they cannot control body movements because the motor system mechanism in their bodies is not sufficiently developed, can be given reader/marker assistance upon

their request. Candidates who cannot mark (code) on the answer sheet, can be given marker assistance upon their request. Candidates who receive marking assistance in the exam are not allowed to mark (code) on the answer sheet. Candidates who are found to have marked (coded) the answer sheet themselves despite receiving marker assistance will be disqualified. Candidates who receive marker assistance in the exam must read the questions themselves (Markers cannot read the questions to the candidates). Candidates with disabilities found to have received reading assistance from the marker despite having requested only marker assistance will be disqualified.

### **CANDIDATES WITH OTHER DISABILITIES**

- *Chronic Disease*
- *Language and Speech Disorder*
- *Mental (MR)*
- *Unclassified*

Diabetes patients are allowed to be admitted to the disabled exam halls with an insulin pump, glucometer, supplementary food, etc. Candidates who use medication due to persistent health problems are allowed to bring their medication with them. Candidates who use medications, etc. due to persistent health problems must state this situation in their petitions. Such requests from the candidates will be evaluated by OSYM.

**Candidates with the following conditions specified in their COZGER/Health Board Report Indicating Disability/Health Board Report can receive reader and/or marker assistance upon their request:**

- *mental MR (mental retardation) and*
- *pervasive developmental disorder (autism spectrum disorders (ASD), Asperger syndrome, RETT syndrome, disintegrative disorder, etc.), specific learning disability (dyslexia, attention deficit, hyperactivity, etc.)*

Candidates who receive reader assistance are allowed to read the questions themselves during the exam if they wish. Those who do not request reader and/or marker assistance can take the exam in one-person exam halls if they wish. Such candidates with **COZGER/Health Board Report Indicating Disability** can be given additional time upon request.

Candidates with mental and emotional health problems (such as panic attacks, depression, schizophrenia, atypical psychosis) in the unclassified group can be given marker assistance upon request. Those who do not request marker assistance can also take the exam in one-person exam halls if they wish.

### **CANDIDATES WITH TEMPORARY DISABILITIES AND CONDITIONS**

Candidates with temporary health problems or special conditions such as pregnancy are allowed to meet their needs such as medicine, additional food, bathroom and the medical materials they need for health reasons. These candidates are not given additional exam time, but can receive marking assistance upon request.

For candidates with temporary disabilities, the report end date specified in the health board reports can be entered as a maximum of 1 year. After the report end date, the health condition information of the candidates in this situation is removed from the system. Candidates whose health condition has



changed before the end of the report should notify OSYM with a petition. They may be asked to re-submit their reports when necessary.

**Candidates developing health conditions who do not request a reader/marker or marker and can enter the exam building/hall without assistance, provided that they are carefully checked by the security guards at the entrance of the exam building by hand and/or detector, are allowed to bring the following items to the exam buildings/halls even if they are not listed in their Exam Entrance Document: medicines (limited in number/amount), compression bandages, crutches, splints, walkers, canes, neck braces, corsets, sitting rings, plasters, bandages, knee pads, eye drops, inhaler/pump/spray.**

**ATTENTION: Candidates who cannot mark (code) on the answer sheet will be given marker assistance upon request. Candidates who receive marker assistance in the exam are not allowed to mark (code) on the answer sheet. Candidates who mark (code) on the answer sheet in the exam, despite requesting marker assistance will be disqualified.**

Candidates receiving marking assistance must answer the exam questions on their own (markers are not allowed to read the questions to the candidates). Candidates found to have received reading assistance from the marker despite requesting marker only will be disqualified.

#### **RULES FOR CANDIDATES WHO WILL TAKE THE EXAM WITH MEDICATION, A SPECIAL INSTRUMENT, AND EQUIPMENT DUE TO HEALTH/DIABILITY**

Candidates who are required to take the exam with medications, instruments, equipment and devices due to their health/disability will be allowed to do so in order to ensure exam comfort and enable them to perform their exams in more comfortable conditions. Candidates who need to have equipment that could jeopardise the exam security can use their devices in the exam halls, where OSYM takes the necessary measures to cut off all wired and wireless communication on the condition that they specify it in the Form. Exam halls and building entrances in exam buildings with such equipment will be video recorded using special cameras. Candidates who deny entering such exam buildings will be assigned to regular exam buildings, where they are not allowed to use such equipment during the exam. In this context, as a result of the requests stated on the form and the evaluations made by OSYM, the building/hall assignments of the candidates who will use the following instruments, equipment and devices in the exam will be made as per the following rules:

- 1- Candidates who will use an electronic magnifying glass / table lamp / Ileostomy Bag-Adapter / Braille Typewriter will take the exam in the exam halls, where OSYM will cut off all wired-wireless communication is cut off.
- 2- Candidates using pacemakers / paper bags / dark-tinted glasses will take the exam in the disabled exam halls.
- 3- Candidates using an insulin needle, pen, glucometer sensor, injector, syringe, glucometer will take the exam in the disabled exam halls after these instruments and devices are checked by the Deputy Exam Building Authority.
- 4- Candidates who need to have fruit juice and/or additional food (packaged) with them during the exam will take the exam in the disabled exam halls after their food packages are checked by the Deputy Exam Building Authority and will be able to have their food/drinks on their desks during the exam.
- 5- Candidates using an insulin pump will take the exam in the disabled exam halls after the insulin pump is checked by the Deputy Exam Building Authority.

- 6- Candidates with prosthesis / orthosis on them will take the exam in the disabled exam halls after the equipment is checked by the Deputy Exam Building Authority.
- 7- Candidates with a resistor/catheter on them will take the exam in the disabled exam halls after the equipment is checked by the Deputy Exam Building Authority.
- 8- Candidates who use a probe / towel / napkin / cloth / patient diaper will take the exam in the disabled exam halls.
- 9- Candidates who will bring medicine in a box / bottle to the exam will take it in the disabled exam halls
- 10- Candidates using Hearing Aids and Bionic Ears, if the earphones and devices can be separated from their bodies, will take the exam in the disabled exam halls with these devices. The devices will be left by the candidates at the locations indicated by the proctors in the exam hall before the exam starts, to be taken by the candidate after the exam is completed. Candidates with a hearing aid/bionic ear (cochlear implant) specified on their Exam Entrance Documents, who want these devices on them during the exam, will take the exam in exam halls where OSYM takes the necessary measures to cut off all wired and wireless communication. Candidates using wheelchairs (including battery powered ones) will take the exam in the disabled exam halls.
- 11- Candidates using non-electronic magnifying glasses will take the exam in the disabled exam halls.
- 12- Candidates using prismatic glasses / telescopic glasses will take the exam in the disabled exam halls. Candidates with an apparatus attached to the equipment will take the exam in exam halls where OSYM takes the necessary measures to cut off all wired and wireless communication.
- 13- Candidates using the abacus will take the exam in the disabled exam halls after the equipment is checked by the Deputy Exam Building Authority.
- 14- Candidates who use the Cube Stone / Embossed Writing Tablet and Pen / Whiteboard and Pen will take the exam in the disabled exam halls.
- 15- Candidates who use magnifying glasses will take the exam in the disabled exam halls after the equipment is checked by the Deputy Exam Building Authority. Candidates with an apparatus attached to their glasses will take the exam in exam halls where OSYM takes the necessary measures to cut off all wired and wireless communication.

### **GENERAL RULES AND REGULATIONS**

**RULE 1:** Candidates with disabilities who use any electronic device/equipment due to their disability will take the exam in exam halls where OSYM takes the necessary measures to cut off all wired and wireless communication.

**RULE 2:** Candidates who will take the exam with non-electronic devices and devices mounted on the body will take the exam in the disabled exam halls.

**RULE 3:** When a candidate takes the exam with any instrument/equipment in the disabled exam hall, the Deputy Exam Building Authority will admit the candidate to the exam building after checking the instrument/equipment one by one.

**RULE 4:** Candidates assigned to exam buildings where OSYM takes the necessary measures to cut off all wired and wireless communication will bring their own instruments/devices they will need. Before the exam, the examiners will check these instruments and devices. The candidates will be able to use these instruments and devices in the exam on the condition that the examiners

approve their use, confirming that there is no risk that will harm the security of the exam. Candidates who violate security will be denied access to the exam halls.

**RULE 5:** Candidates with disabilities/health problems must submit their petitions, specifying the features and properties of the equipment they want to use in the exam, to OSYM within the application period. OSYM will examine the features and properties of the equipment and, if necessary, can request additional information about it. OSYM then will decide whether to admit the candidate to the exam with the equipment in question. Candidates will not be admitted to the exam with equipment not approved by OSYM to be used in the exam.

## 7. CORRESPONDENCE WITH OSYM

Candidates must use the **General Petition** at the end of the guide in their correspondence with OSYM. For a petition to be taken into consideration, it must include the candidate's first name, family name (surname), address, signature, and document reference number which can be obtained from OSYM website at <https://tryos.osym.gov.tr>. Candidates must send the original petition to OSYM. Petitions sent to OSYM via fax will not be taken into consideration.

Candidates who want their exam results reviewed must apply to OSYM using the General Petition within 10 days (starting one day after the results are announced) after the results are announced electronically by OSYM. Objections to exam questions must be made in the same way within 3 working days from the exam date (*starting one day after the exam date*). Any objection to be made does not prevent the 10-day litigation period to file a lawsuit.

The score review fee must be paid to OSYM's bank account at the Republic of Türkiye Halkbank Ankara Institutional Branch with the IBAN No. TR40 0001 2009 4520 0044 0002 07, and the receipt must be attached to the petition (Please note that exam fee must not be deposited to this account.). The petition must be sent to OSYM Exam Services Department at 06800 Bilkent/Ankara. In the calculation of the duration, the date of entry into the OSYM General Documents will be taken as a basis. Objections made after the deadline and petitions not including information such as the candidate's TR/FR/TR-YÖS Number, address, document reference number etc. and not having a bank receipt attached will not be taken into consideration. Fees for various requests are specified in the announcement "Submission of Petitions and Fees" published on the OSYM website.

In accordance with Law No. 6114, the exam booklets used in the exams are destroyed 6 months after the announcement of the exam results, and the answer sheets after 1 year. If the images of exam booklets, answer sheets and other exam documents are transferred to a secure electronic environment, they can be destroyed without waiting for these periods. The documents transferred to the electronic environment in this way are regarded as the originals of the exam documents and can be used for all kinds of procedures and activities. The original or copy of any exam documents in OSYM cannot be shown or given to any person or institution, including the candidate, unless otherwise decided by the judicial organs. However, in line with the announcement "Submission of Petitions and Fees", candidates can examine the image of the exam booklets and answer sheets they used in the exam at OSYM (Ankara) for each session separately in return for a fee before the end of the destruction period as per Paragraph 4 of Article 7 of Law No. 6114.

Ankara Courts and Enforcement Offices are authorized to resolve disputes related to the exam.

## 8. CANDIDATES WHO HAVE CHANGES IN IDENTITY/CONTACT/OTHER INFORMATION

Candidates, after the application period for the exam is complete, will not notify OSYM with a petition that they want to change their identity information (except for the changes in the "nationality" section of the identity information), exam information or contact information. Candidates who want to make changes in such information will make the changes they want through the OSYM system in line with the explanations available on the OSYM website <https://tryos.osym.gov.tr>. All changes

that can be made by the candidate on the website <https://tryos.osym.gov.tr> can only be made between the dates to be set by OSYM.

**Candidates with Changes in Their Identity Information:** Candidates whose identity information has changed after applying for the exam must first make this change in the Central Population Management System (MERNİS) of the General Directorate of Population and Citizenship Affairs. These changes can only be made by the candidate at the <https://tryos.osym.gov.tr> address of OSYM after they are made at MERNİS. If this change is made on the update page of the exam, it will be reflected in the activities and procedures related to this exam. Changes made on the My Profile page are not reflected in the relevant exam.

The exam results of the candidates who have changed their registered identity information in the OSYM system are not rearranged according to the changed identity information.

**Candidates with Changes in the “NATIONALITY” Section in Their Identity Information:** Candidates who want to make changes regarding their nationality after applying for the exam, who have nationality information in MERNİS, will have this change made in MERNİS first. These changes can only be made by the candidate at the <https://tryos.osym.gov.tr> address of OSYM after they are made at MERNİS. Candidates who do not have nationality information in MERNİS will apply to OSYM by attaching the relevant official document to the General Petition. Candidates who have changed their nationality information must write (code) TR/FR/TR-YÖS Number in the Exam Entrance Documents on their answer sheets.

**Photograph Change:** Candidates wishing to change their photograph taken at an application centre and saved in the OSYM system, but **do not have a Turkish Identity Card with Photograph** must apply to OSYM within the application period (*OSYM document record is taken as a basis for the duration calculation. Petitions received by OSYM after the deadline are not taken into consideration.*):

- 1) General Petition,
- 2) One passport size photo taken within the last 3 months (TR/FR/TR-YÖS Number must be written on the back of the photograph.),
- 3) Document stating the reason for the request to change the photograph (if any)

If the candidate's request is approved by OSYM, the photograph change will be made at the OSYM Exam Coordination Offices between the dates notified by OSYM to the candidate by SMS.

Candidates who have not yet obtained the Turkish Identity Card with Photograph will be able to update their photographs in the system with their photographs on their Turkish Identity Card through the system without going to the OSYM Exam Coordination Offices if they obtain a Turkish Identity Card with Photograph from the Population Directorates.

The identity card photographs of candidates who hold a Turkish Identity Card with Photograph used in the application cannot be changed by OSYM. The photographs of such candidates in the system can be updated if they update their photographs on their Turkish Identity Card.

**Candidates with Changes in Their Contact Information:** Candidates wishing to change/revise their contact information will be able to do so at <https://tryos.osym.gov.tr>.

**Candidates with Changes in Other Information:** Candidates wishing to change/revise their information regarding the exam will be able to do so at <https://tryos.osym.gov.tr>. If this change is made on the update page of the exam, it will be reflected in the activities and procedures related to this exam. Changes made on the My Profile page are not reflected in the relevant exam.

All changes that can be made by the candidate on the OSYM website <https://tryos.osym.gov.tr> can only be between the dates to be set by OSYM.

Changes made by the candidate on OSYM website <https://tryos.osym.gov.tr> will be reflected in the activities and procedures related to this exam. Changes made on the My Profile page are not reflected in the relevant exam.

Population registration samples and the residence and address documents obtained by candidates through their e-Government passwords on the e-Government Gateway will be approved following a verification at <https://www.turkiye.gov.tr/nufus-ve-vatandaslik-isleri-genel-mudurlugu>”.

## 9. INTERNET ACCESS PASSWORD

Candidates who apply at an application centre are given a temporary password free of charge. The password is kept in the system as irreversible and encrypted. It is not possible for anyone other than the given candidate to know, see or obtain the password. Responsibility for all activities carried out using the password belongs entirely to the candidate. The candidates can carry out activities such as obtaining their Exam Entrance Document and score reports. The password must be carefully protected by the candidate and never be shared with anyone else. Candidates who have lost or forgotten their internet access password can acquire it free of charge from the OSYM website. For this, they must enter the "Forgot Password" section from the specified internet address, and answer the questions asked here correctly (*The answers given to the questions must be the same as the information given when changing the password in the system before*). Candidates who cannot re-acquire their internet access password in this way because they cannot answer the questions correctly, have to personally apply to the OSYM Exam Coordination Offices or the Application Centres authorized by OSYM with their valid identity documents for the exam and acquire their new password in return for a fee. No one other than the candidate can acquire a password on behalf of the candidate.

## 10. PAYMENT OF THE EXAM FEE

The exam fee will be paid by credit card/debit card at OSYM website using the “PAYMENTS” menu under “e-TRANSACTIONS”. Exam fees cannot be paid at banks.

Exam fee payment procedures end at 23:59 Türkiye local time. The application information of the candidates who do not pay the exam fee in due time will be cancelled/deleted.

Exam fee payment procedures end at 23:59 Türkiye local time on September 15, 2024.

Since payments will be made by Credit Card, the payments made in USD and EURO by candidates applying from abroad will be equal to the amount in Turkish Lira calculated for the relevant country based on the exchange rate of the Central Bank of the Republic of Türkiye.

## ÖLÇME, SEÇME VE YERLEŞTİRME MERKEZİ BAŞKANLIĞI KİŞİSEL VERİLERİN KORUNMASI VE İŞLENMESİ HAKKINDA AYDINLATMA METNİ

Ölçme, Seçme ve Yerleştirme Merkezi Başkanlığı (ÖSYM) kişisel verilerinizin hukuka uygun olarak toplanması, saklanması ve paylaşılmasını sağlamak ve gizliliğinizi korumak amacıyla mümkün olan en üst seviyede güvenlik tedbirlerini almaktadır. Amacımız 6698 sayılı Kişisel Verilerin Korunması Kanunu'nun (6698 sayılı Kanun) 10. maddesi gereğince kişisel verilerinizin alınmasının şekilleri ve hukuki nedenleri, işleme amaçları ve haklarınız konularında sizi en şeffaf şekilde bilgilendirmektir.

### a) Veri Sorumlusu

6698 sayılı Kanun uyarınca kişisel verileriniz veri sorumlusu olarak ÖSYM tarafından aşağıda açıklanan kapsamda toplanacak ve işlenebilecektir.

## **b) Kişisel Verilerin Hangi Amaçla İşleneceği**

Kişisel verileriniz 6114 sayılı Ölçme, Seçme ve Yerleştirme Merkezi Hizmetleri Hakkında Kanun (6114 sayılı Kanun), 4 sayılı Bakanlıklara Bağlı, İlgili, İlişkili Kurum ve Kuruluşlar ile Diğer Kurum ve Kuruluşların Teşkilatı Hakkında Cumhurbaşkanlığı Kararnamesi (4 sayılı Cumhurbaşkanlığı Kararnamesi) ve ilgili diğer mevzuat gereğince ÖSYM'nin yürütmekle görevli olduğu kamu hizmetlerinin etkin ve verimli bir şekilde sürdürülebilmesi amacıyla iş ve işlemlerimizde kullanılmak üzere faaliyetlerimizin yerine getirilmesi, geliştirilmesi, her türlü bildirimlerde bulunulması, istatistiki bilgilerin toplanması amaçlarıyla 6698 sayılı Kanun'un 5. ve 6. maddelerinde belirtilen kişisel veri işleme şartları ve amaçları dâhilinde işlenecektir.

## **c) İşlenen Kişisel Verilerin Kimlere ve Hangi Amaçla Aktarılabileceği**

Toplanan kişisel verileriniz 6114 sayılı Kanun'un 6. maddesinin onuncu fıkrası ile 6698 sayılı Kanun'un 8. maddesinde belirtilen şartlar çerçevesinde aktarılabilecektir.

## **ç) Kişisel Veri Toplamının Yöntemi ve Hukuki Sebebi**

6114 sayılı Kanun, 4 sayılı Cumhurbaşkanlığı Kararnamesi ve ilgili diğer mevzuatta yer alan görevlerin yerine getirilmesi için kişisel verileriniz sözlü, yazılı ve elektronik ortamlarda toplanabilecek ve saklanabilecektir.

## **d) Kişisel Veri Sahibinin 6698 sayılı Kanun'un 11. Maddesinde Sayılan Hakları**

Toplanan tüm bilgiler hakkında 6698 sayılı KVKK'nın 11. maddesi uyarınca;

- a) Kişisel veri işlenip işlenmediğini öğrenme,
- b) Kişisel veri işlenmişse buna ilişkin bilgi talep etme,
- c) Kişisel verilerin işlenme amacını ve bunların amacına uygun kullanılıp kullanılmadığını öğrenme,
- ç) Yurt içinde veya yurt dışında kişisel verilerin aktarıldığı üçüncü kişileri bilme,
- d) Kişisel verilerin eksik veya yanlış işlenmiş olması hâlinde bunların düzeltilmesini isteme,
- e) 6698 sayılı Kanun'un 7. maddesinde öngörülen şartlar çerçevesinde kişisel verilerin silinmesini veya yok edilmesini isteme,
- f) (d) ve (e) bentleri uyarınca yapılan işlemlerin kişisel verilerin aktarıldığı üçüncü kişilere bildirilmesini isteme,
- g) İşlenen verilerin münhasıran otomatik sistemler vasıtasıyla analiz edilmesi suretiyle kişinin kendisi aleyhine bir sonucun ortaya çıkmasına itiraz etme,
- ğ) Kişisel verilerin kanuna aykırı olarak işlenmesi sebebiyle zarara uğraması hâlinde zararın giderilmesini talep etme,

haklarına sahiptir.

Yukarıda belirtilen haklarınızı kullanmak için; "ÖSYM Başkanlığı, Üniversiteler Mahallesi İhsan Doğramacı Bulvarı No:4D Bilkent, Çankaya/ANKARA" adresine, kimliğinizi tespit edici gerekli bilgiler ile talep ettiğiniz haklarınıza yönelik açıklamaları içeren yazılı ve imzalı dilekçe ile veya 10 Mart 2018 tarihli ve 30356 sayılı Resmi Gazete'de yayımlanan Veri Sorumlusuna Başvuru Usul ve Esasları Hakkında Tebliğ'de yer alan diğer başvuru usulleriyle Ölçme, Seçme ve Yerleştirme Merkezine şahsen başvurabilirsiniz.

## ÜLKELER

Ülke Adı	Name of country
AFGANİSTAN	AFGHANISTAN
ALMANYA	GERMANY
AMERİKA BİRLEŞİK DEVLETLERİ	UNITED STATES OF AMERICA
ANDORRA	ANDORRA
ANGOLA	ANGOLA
ANTİGUA VE BARBUDA	ANTIGUA AND BARBUDA
ARJANTİN	ARGENTINA
ARNAVUTLUK	ALBANIA
AVUSTRALYA	AUSTRALIA
AVUSTURYA	AUSTRIA
AZERBAYCAN	AZERBAIJAN
BAHAMALAR	BAHAMAS
BAHREYN	BAHRAIN
BANGLADEŞ	BANGLADESH
BARBADOS	BARBADOS
BELARUS	BELARUS
BELÇİKA	BELGIUM
BELİZE	BELIZE
BENİN	BENIN
BİRLEŞİK ARAP EMİRLİKLERİ	UNITED ARAB EMIRATES
BİRLEŞİK KRALLIK	UNITED KINGDOM
BOLİVYA	BOLIVIA
BOSNA-HERSEK	BOSNIA AND HERZEGOVINA
BOTSVANA	BOTSWANA
BREZİLYA	BRAZIL
BRUNEY DARUSSELAM	BRUNEI DARUSSALAM
BULGARİSTAN	BULGARIA
BURKİNA FASO	BURKINA FASO
BURUNDİ	BURUNDI
BUTAN	BHUTAN
CABO VERDE	CABO VERDE
CEZAYİR	ALGERIA
CİBUTİ	DJIBOUTI
ÇAD	CHAD
ÇEK CUMHURİYETİ	CZECH REPUBLIC
ÇİN HALK CUMHURİYETİ	PEOPLE'S REPUBLIC OF CHINA
ÇİN CUMHURİYETİ (TAYVAN)	CHINA TAIWAN
DANİMARKA	DENMARK
DOĞU TİMOR	TIMOR-LESTE
DOMİNİK CUMHURİYETİ	DOMINICAN REPUBLIC
DOMİNİKA	DOMINICA
EKVATOR	ECUADOR
EKVATOR GİNESİ	EQUATORIAL GUINEA
EL SALVADOR	EL SALVADOR
ENDONEZYA	INDONESIA
ERITRE	ERITREA
ERMENİSTAN	ARMENIA
ESTONYA	ESTONIA
ESVATİNİ	ESWATINI
ETİYOPYA	ETHIOPIA
FAS	MOROCCO

## ÜLKELER

Ülke Adı	Name of country
FİJİ	FIJI
FİLİPİNLER	PHILIPPINES
FİLİSTİN	PALESTINE
FİNLANDİYA	FINLAND
FRANSA	FRANCE
GABON	GABON
GAMBİYA	GAMBIA
GANA	GHANA
GİNE	GUINEA
GİNE-BİSAU	GUINEA-BISSAU
GRENADA	GRENADA
GUATEMALA	GUATEMALA
GUYANA	GUYANA
GÜNEY AFRİKA	SOUTH AFRICA
GÜNEY SUDAN CUMHURİYETİ	REPUBLIC OF SOUTH SUDAN
GÜRCİSTAN	GEORGIA
HAİTİ	HAITI
HIRVATİSTAN	CROATIA
HİNDİSTAN	INDIA
HOLLANDA	NETHERLANDS
HONDURAS	HONDURAS
IRAK	IRAQ
İRAN	IRAN
İRLANDA	IRELAND
İSPANYA	SPAIN
İSRAİL	ISRAEL
İSVEÇ	SWEDEN
İSVİÇRE	SWISS CONFEDERATION
İTALYA	ITALY
İZLANDA	ICELAND
JAMAYKA	JAMAICA
JAPONYA	JAPAN
KAMBOÇYA	CAMBODIA
KAMERUN	CAMEROON
KANADA	CANADA
KARADAĞ	MONTENEGRO
KATAR	QATAR
KAZAKİSTAN	KAZAKHSTAN
KENYA	KENYA
KIRGIZİSTAN	KYRGYZSTAN
KİRİBATİ	KIRIBATI
KOLOMBİYA	COLOMBIA
KOMORLAR	COMOROS
KONGO	CONGO
KONGO DEMOKRATİK CUMHURİYETİ	DEMOCRATIC REPUBLIC OF CONGO
KORE CUMHURİYETİ	REPUBLIC OF KOREA
KORE DEMOKRATİK HALK CUMHURİYETİ	DEMOCRATIC PEOPLE'S REPUBLIC OF KOREA
KOSOVA	KOSOVO
KOSTA RİKA	COSTA RICA
KOTDİVUAR	COTE D'IVORIE
KUVEYT	KUWAIT



## ÜLKELER

Ülke Adı	Name of country
KUZEY KIBRIS TÜRK CUMHURİYETİ	TURKISH REPUBLIC OF NORTHERN CYPRUS
KUZEY MAKEDONYA	NORTH MACEDONIA
KÜBA	CUBA
LAOS DEM CUM.	LAOS DEM REP.
LESOTHO	LESOTHO
LETONYA	LATVIA
LİBERYA	LIBERIA
LİBYA	LIBYA
LİHTENŞTAYN	LIECHTENSTEIN
LİTVANYA	LITHUANIA
LÜBNAN	LEBANON
LÜKSEMBURG	LUXEMBOURG
MACARİSTAN	HUNGARY
MADAGASKAR	MADAGASCAR
MALAVİ	MALAWI
MALDİVLER	MALDIVES
MALEZYA	MALAYSIA
MALİ	MALI
MALTA	MALTA
MARŞAL ADALARI	MARSHALL ISLANDS
MEKSİKA	MEXICO
MISIR	EGYPT
MİKRONEZYA	MICRONESIA
MOĞOLİSTAN	MONGOLIA
MOLDOVA	MOLDOVA
MONAKO	MONACO
MORİTANYA	MAURITANIA
MORİTYUS	MAURITIUS
MOZAMBİK	MOZAMBIQUE
MYANMAR	MYANMAR
NAMİBYA	NAMIBIA
NAURU	NAURU
NEPAL	NEPAL
NİJER	NIGER
NİJERYA	NIGERIA
NİKARAGUA	NICARAGUA
NORVEÇ	NORWAY
ORTA AFRİKA CUM.	CENTRAL AFRICAN REP.
ÖZBEKİSTAN	UZBEKISTAN
PAKİSTAN	PAKISTAN
PALAU	PALAU
PANAMA	PANAMA
PAPUA YENİ GİNE	PAPUA NEW GUINEA
PARAGUAY	PARAGUAY
PERU	PERU
POLONYA	POLAND
PORTEKİZ	PORTUGAL
ROMANYA	ROMANIA
RUANDA	RWANDA
RUSYA FEDERASYONU	RUSSIAN FEDERATION
SAINT KİTTS VE NEVİS	SAINT KITTS AND NEVIS

## ÜLKELER

Ülke Adı	Name of country
SAİNT LUCİA	SAINT LUCIA
SAİNT VİNCENT VE GRENADİNLER	SAINT VINCENT AND THE GRENADINES
SAMOA	SAMOA
SAN MARİNO	SAN MARINO
SAO TOME VE PRİNSİPE	SAO TOME AND PRINCIPE
SENEGAL	SENEGAL
SEYŞELLER	SEYCHELLES
SİRBİSTAN	SERBIA
SİERRA LEONE	SIERRA LEONE
SİNGAPUR	SINGAPORE
SLOVAK CUMHURİYETİ	SLOVAK REPUBLIC
SLOVENYA	SLOVENIA
SOLOMON ADALARI	SOLOMON ISLANDS
SOMALİ	SOMALIA
SRİ LANKA	SRI LANKA
SUDAN	SUDAN
SURİNAM	SURINAME
SURİYE	SYRIA
SUUDİ ARABİSTAN	SAUDI ARABIA
ŞİLİ	CHILE
TACİKİSTAN	TAJIKISTAN
TANZANYA	TANZANIA
TAYLAND	THAILAND
TOGO	TOGO
TONGA	TONGA
TRİNİDAD VE TOBAGO	TRINIDAD AND TOBAGO
TUNUS	TUNISIA
TUVALU	TUVALU
TÜRKİYE CUMHURİYETİ	REPUBLIC OF TURKIYE
TÜRKMENİSTAN	TURKMENISTAN
UGANDA	UGANDA
UKRAYNA	UKRAINE
UMMAN	OMAN
URUGUAY	URUGUAY
ÜRDÜN	JORDAN
VANUATU	VANUATU
VATİKAN	VATICAN
VENEZUELA	VENEZUELA
VİETNAM	VIETNAM
YEMEN	YEMEN
YENİ ZELANDA	NEW ZELAND
YUNANİSTAN	GREECE
ZAMBİYA	ZAMBIA
ZİMBABVE	ZIMBABWE
DİĞER	OTHER

