

## How to get Health Insurance



You need to have an active health insurance for residence permit. For this, you can apply to any health insurance company within Turkey.

You may contact the International Student Advising Office for the contact information of the health insurance companies that work with our university.

**NOTE:** Private Health Insurance companies require you to have a tax number. Make sure to obtain one before you apply.

## How to get student certificate

- 1 Go to the [sis.bilgi.edu.tr](https://sis.bilgi.edu.tr) and log in with your university email and password.
- 2 You can **make a request** at the bottom of the page.
- 3 After completing the application you will receive the student certificate via **email** (.....@bilgi.edu.net) **in one working day.**



Contact Us  
**International Student Advising Office**

International Student Advising Office  
Global Talent Management Center Building,  
**santral**istanbul Campus,  
Monday-Friday | 9 AM-5 PM

[advising@bilgi.edu.tr](mailto:advising@bilgi.edu.tr)

[bit.do/advisingbilgi](https://bit.do/advisingbilgi)

[/bilgiadvising](https://www.facebook.com/bilgiadvising)

[@bilgiadvising](https://www.instagram.com/bilgiadvising)

# Welcome to BiLGİ

We are delighted that you have chosen to study here at Istanbul Bilgi University and we would like to give you a warm welcome.



**International Student Advising Office** provides assistance and support to all international students while you are preparing to study at Istanbul Bilgi University and throughout your stay with us.



444 0 428 | [www.bilgi.edu.tr](https://www.bilgi.edu.tr)





## How to get student transportation card

- ✓ 1 photograph
- ✓ Photocopy of passport
- ✓ Passport
- ✓ Student Certificate (Turkish Version)
- ✓ 10 TL
- ✓ YÖK number (on your student certificate)

Card can be taken from any İETT office.

## How to register your phone

- 1 Buy a Turkish SIM Card from Vodafone, Türk Telekom or Turkcell.
- 2 Register your phone by taking your passport and paying the fee at the Beyoğlu Tax Office.
- 3 Submit the tax payment to the phone provider you purchased the SIM from.



## How to get Residence Permit



You have to apply online after you arrive to Turkey at: [e-ikamet.goc.tr](http://e-ikamet.goc.tr)

Go to this link for a step-by-step guide on application: [bit.do/residence-permit](http://bit.do/residence-permit)

Migration Office Hotline: 157



## Documents needed for Residence Permit

- ✓ Passport
- ✓ Four Passport size photos
- ✓ Photocopy of passport pages (Photo page, validity pages, and last entrance page)
- ✓ Photocopy of old residence permit card (if you have one)
- ✓ Student Certificate (in Turkish)
- ✓ Card fee receipt (Can be paid online or at Hisar Vergi Dairesi)
- ✓ A printout of online application form (must be colored)
- ✓ Health Insurance Policy
- ✓ E-visa printout (for students who have e-visa)
- ✓ In cases where the student is under the age of 18 and is arriving without a visa:
  - ✓ Deed of consent (Muvafakatname)
  - ✓ Birth certificate

