



**Application Form for  
External Undergraduate  
Transfer**

**TO THE REGISTRAR'S OFFICE OF  
BAHÇEŞEHİR UNIVERSITY**

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**Student's;**

Turkish ID No	
Name Surname	
Graduated High School	
Enrolled University	
Enrolled Faculty/Department	
Registered Year	
Completed Class (Except for Preparatory School)	
Type of Entry Score/Entry Score	
Grade Point Average	
Phone (GSM/ HOME)	
E-Mail Address	
Correspondence Address	

**Information on Program to be Transferred;**

Faculty/Department	
Class	2nd Class O                      3rd Class O
Score of the Program	
Score Type of the Program	

I hereby accept and declare that all information and documents I provided hereunder are true. If I become entitled to registration, I accept that my registration will be cancelled in case any issue contrary to the application requirements is found out.

**Documents Required for Application:**

- 1- Application Form for Undergraduate Transfer
- 2- Transcript: Official document or its certified copy that will be obtained by the student from his/her previous institution, indicating all courses completed and the points received from those courses.
- 3- Course descriptions
- 4- Approved certificate on disciplinary status (No separate document is required if it is stated in the student certificate or transcript.)
- 5- Student certificate.
- 6- Achieving in the language proficiency exam to be held by Bahçeşehir University or certification of a score received from an internationally recognized foreign language exams at a level determined by the University (**TOEFL- (PBT-537) (IBT-74) or IELTS-6**)
- 7- Both-sided copy of identity card for Turkish and Northern Cyprus nationals. Photographs and identification details and copy of processed pages of the passport of foreign students.
- 8- Student Selection and Placement Exam Result or certified copy of the result of equivalent exams.
- 9- Certified copy of High School Diploma
- 10- Certificate of equivalence (recognition) (For foreign students)
- 11- Certification of the reason for discharge in case of applications to be made from the Turkish Armed Forces and Policy Academic and affiliated Higher Education Institutions.
- 12- An official letter evidencing the status of students who apply for undergraduate transfer on the grounds that his/her father's or mother's overseas public duty ends or his father or mother returns to Turkey for good if he/she is a worker.

**Signature:** .....