



**TURKISH-GERMAN UNIVERSITY / INSTITUTE FOR SOCIAL SCIENCES
BUSINESS MANAGEMENT MASTER'S THESIS PROGRAM
EVENING PROGRAM
2020-2021 ACADEMIC YEAR
STUDENT ADMISSION REQUIREMENTS AND QUOTA**

ADDRESS : Turkish-German University
Institute for Social Sciences
Şahinkaya Cad. No: 86
34820 Beykoz / İSTANBUL
Tel: 0216 333 30 00

I – Application Period: for Foreign Applicants: 1 July - 17 July 2020

for Turkish Applicants: 1 August – 17 September 2020

II – Interviews and Registration Deadlines:

| | |
|-----------------------------------|--|
| Interviews | for Foreign Applicants: 10 August 2020, 12:00, online for Turkish Applicants: 25 September 2020, 10:30 TGU Campus, Istanbul |
| Publication of the results | for Foreign Applicants: 12 August 2020 for Turkish Applicants: 28 September 2020 |
| Registration | See Academic Calendar 2020-2021 http://oidb.tau.edu.tr/tr/lisansustu |
| Beginning of the term | See Academic Calendar 2020-2021 http://oidb.tau.edu.tr/tr/lisansustu |

III - Quotas:

- Applicants with a Turkish bachelor's degree and Turkish citizenship must fulfill the application requirements for *Turkish applicants*.
- Applicants holding a non-Turkish bachelor's degree – no matter which citizenship they have – and all foreign applicants must fulfill the application requirements for *foreign applicants*.

| Turkish Student Quota | Foreign Student Quota | Foreign Language (YDS) | ALES | ALES Point Type |
|------------------------------|------------------------------|--|-------------|------------------------|
| 15 | 5 | YDS/ e-YDS/YÖKDİL: 70 (or an equivalent test result) | 70 | EA/SAY |



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| | | Turkish-German University School of Foreign Languages English Exam Result: 70 | | |
| * If there are not enough applications, the right to use the available quotas for the other application group is reserved. **Language of Instruction is English. | | | | |

IV – Admission Requirements:

Candidates must adhere to the marked conditions for the type of quota they are applying for.

| | Turkish Applicants | Foreign Applicants |
|---|---------------------------|---------------------------|
| Bachelor's Degree The successful completion of a bachelor program in Turkey or abroad is required. | ✓ | ✓ |
| Academic Personnel and Postgraduate Education Entrance Examination (ALES) Turkish applicants are required to have scored at least 70 points in one of the SAY or EA point types in the Turkish Entrance Examination (ALES). The ALES exam result is valid for 5 years. Foreign applicants do not have to provide an ALES score. Applicants who have completed a PhD / Competence in Arts / Expertise in Medicine / Expertise in Dentistry / Expertise in Veterinary Medicine / Expertise in Pharmacy are not required to provide an ALES score, and the ALES score of these applicants will be taken as 70 points. | ✓ | - |



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| <p>The results of the Graduate Record Examination (GRE) or Graduate Management Admission Test (GMAT) examinations are accepted instead of the ALES exam.</p> <p>The GRE and GMAT exams are valid for 5 years.</p> <p>For the equivalent exam scores of GRE and GMAT with ALES, the ALES-GRE and GMAT equivalence table released by the Turkish-German University Senate (09.05.2018; No:24; Decision No: 2018/24) is used. (see: http://tau-admin.3fcampus.com/uploads/cms/sbe.tau/5332_2.pdf)</p> | | |
| <p>Foreign Language Requirements</p> <p>The language of instruction is English. Applicants have to provide English language scores or English language proficiency certificates. Applicants must have scored at least 70 points from one of the YDS, e-YDS or YÖKDİL exams or must have scored an equivalent score to 70 points in one of the accepted international English language exams.</p> <p>For an overview of accepted equal exams and scores by the Turkish Higher Education Authority please see.: https://dokuman.osym.gov.tr/pdfdokuman/2016/GENEL/EsdegerlikTablosu25022016.pdf</p> <p>YÖKDİL, YDS and e-YDS exam scores are valid for 5 years.</p> <p>For the validity of the other examinations, the validity period specified by the examiner is taken into consideration. If a validity date is not indicated on the result document, the validity period of the exam score is considered as 5 years.</p> <p>Applicants, who spend at least three years in an English-speaking country and have completed their secondary or higher education in institutions of this country, where English is defined as the</p> | ✓ | ✓ |



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| instruction language, are exempted from the foreign language score requirement. For applicants who do not fulfill these requirements an English language proficiency exam will be organized by the Foreign Language School of the Turkish-German University. In order to apply to the program, it is required to have at least 70 points from this exam. | | |
| Grade Point Average (GPA) The application does not require a specific Grade Point Average (GPA). | ✓ | ✓ |
| Qualification for the Master's Degree: Subject – Specific Requirements To start the program applicants must have a degree from one of the following majors: Economics, Business Administration, Finance, Business Engineering, Industrial Engineering, Statistics, Econometrics, Management Information Systems, Business Informatics, Mathematics, Computer Engineering or similar majors. | ✓ | ✓ |

V - Program Specifics:

The Business Management Master's Thesis Program is an **evening education program** and is subject to **tuition fees**.

VI – Assessment Criteria:

Applications are evaluated according to the following weighting. To qualify for the registration to the program, applicants are required to obtain at least 70 %. For the GRE and GMAT exam scores the equivalent ALES score is used.

| | Turkish Applicants | Foreign Applicants |
|------------------------|---------------------------|---------------------------|
| ALES score* | %50 | - |
| GPA | %20 | %50 |
| Interview score | %30 | %50 |



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* For the equivalent exam scores of GRE and GMAT with ALES, the ALES-GRE and GMAT equivalence table released by the Turkish-German University Senate (09.05.2018; No:24; Decision No: 2018/24) is used.

VII – Application Documents:

Applications will **only** be submitted electronically between the specified dates via the link <http://obs.tau.edu.tr/oibs/enstitubasvuru>. Applicants are expected to upload the information and documents required for the application into the system within the deadlines indicated above.

Applications made by post, e-mail or in person will not be accepted.

The below mentioned list of application documents must be uploaded into the application system **completely** in **pdf** format. If there are any problems with the application process, these can be reported to the Social Sciences Institute by sending an email to sbe@tau.edu.tr.

| | Turkish Applicants | Foreign Applicants |
|---|---------------------------|---------------------------|
| a.) Application form: http://sbe.tau.edu.tr/tr/formlar | ✓ | ✓ |
| b) Identity card: Copy of Identity card | ✓ | - |
| c) Passport: Copy of passport | - | ✓ |
| ç) Photo: Two photos taken in the last six month | ✓ | ✓ |
| d) Copy of Bachelor's Degree Diploma | ✓ | ✓ |
| e) Transcript of Records (ToR): For foreign applicants the ToR must be either in German or in English language. | ✓ | ✓ |
| f) Language Proficiency: Copy of YÖKDİL, YDS, e-YDS or equivalent exam results. | ✓ | ✓ |
| g) Copy of ALES or equivalent examination result | ✓ | - |
| h) Recognition of Foreign University Foreign applicants including Mavi Kart holders and Turkish citizens with a foreign bachelor degree must provide an recognition certificate which is prepared by the Turkish Higher Education Council (YÖK). This document can be obtained from the Equivalence Office (Denklik Okul Tanıma Ofisi) of the Turkish Higher Education Council (YÖK). The information on whether the foreign university is recognized by the Council of Higher Education (YÖK) will be provided after the signed application is submitted to YÖK by hand or by post. For the application form: https://denklik.yok.gov.tr/Documents/Okul_Tanima%20Dilekce%20%C3%96rneği_28.02.2018.pdf | - | ✓ |



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|---|--|--|
| <p>Correspondence Address: Council of Higher Education (CoHE) 06539 Bilkent/Ankara</p> <p>Turkish students, whose registrations are taken with the recognition certificate, are required to submit the equivalence certificates from the Higher Education Council to our University until they graduate from the graduate program in which they are registered.</p> <p>The equivalence certificate can also be obtained via e-Devlet. Turkish citizens living abroad must apply to the embassies and consulates in order to obtain the e-Devlet password. T.C. Citizens, Mavi Kart holders and foreigners with foreign identification numbers are given e-government password in Foreign Representatives</p> | | |
|---|--|--|

VIII – Required Documents for Registration:

1. The original graduate diploma or the graduation certificate approved by the graduated university must be submitted. Candidates who have graduated from foreign universities must submit their diploma or graduation certificates in Turkish translation by a sworn translator and notarized by the notary or by the consulate.
2. The notarized or by the graduated university approved transcript of records including all courses taken during the study. Candidates graduated from foreign universities must submit their transcripts in Turkish translations made by sworn translators and notarized by the notary or by the consulate including the GPA.
3. Candidates who apply from the Turkish applicant quota must submit the ALES score internet printout or original result document of an equivalent exam.
4. YÖKDİL, YDS or e-YDS score internet printout or original result document of an equivalent exam.
5. Foreign applicants including Mavi Kart holders and Turkish citizens with a foreign bachelor degree must submit a recognition certificate prepared by the Turkish Higher Education Council (YÖK) or taken from E-Devlet (<https://www.turkiye.gov.tr/>).
6. Showing the identity card during registration is sufficient.
7. For foreign citizens -if existing- a copy of residence permission and foreign citizen identity card number.
8. Copy of the related pages of the passport for foreign citizens showing validity period and identity information. (With existing residence permit no student visa is required)
9. Turkish citizens should submit a document indicating that they are not affiliated with the military service.
10. Turkish citizens who are a research assistant at our university or at other universities should submit an official document received from their institution.

NOTE: The registration of applicants making false statements and with deficiencies or falsifications in their documents are not possible. Even if the registration has been done, the registration is canceled.



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IX – Tuition Fee:

The Business Management Master's Thesis Program is an **evening education** program and is subject to **tuition fees**.

In the academic year 2019-2020 a fee of 50 TL per credit point was taken. For the fees of the academic year 2020-2021, please visit the website: <http://oidb.tau.edu.tr/tr/katki-payi-veogrenim-ucreti>.

The registration is only possible with the original or certified copies of ALL the required documents.