



**UNDERGRADUATE AND GRADUATE STUDENT EXCHANGE AGREEMENT**  
**between**  
**İSTANBUL UNIVERSITY**  
**and**  
**KYRGYZ-TURKISH MANAS UNIVERSITY**

**1. PURPOSE**

Pursuant to the memorandum of understanding signed between İstanbul University and Kyrgyz-Turkish Manas University, this agreement aims to establish a student exchange program to support the academic and cultural development of both institutions.

**2. COORDINATION**

Each university shall appoint a coordinator responsible for the development and implementation of the student exchange program.

**3. ELIGIBILITY AND STUDENT SELECTION**

Undergraduate and graduate students shall be eligible to benefit from the exchange. Incoming students shall be evaluated according to the application requirements set by İstanbul University.

Partner institutions are obliged to submit the applications of incoming students to the Bilateral and Multilateral Relations Coordination Office at least four months prior to the intended exchange period. The parties reserve the right to reject applications that do not meet the specified criteria.

Exchange students shall apply through their home university's international office within the application periods announced at the beginning of each academic year.

Requirements for Incoming Students:

- a) Must have completed at least one full year at their home university.
- b) Must have a minimum GPA of 3.00 out of 4.00, 75 out of 100 (equivalent to 76.6), or at least a letter grade of BB. Transcripts must not include grades of FF (0.0) on the 4.0 scale or grades below 50 on the 100-point scale.
- c) If the language of instruction at the home university is the same as that of the host university, no language certificate is required. If the language of instruction is Turkish, a TÖMER B2 or equivalent certificate must be submitted. If at least 30%



of the courses at the host university are taught in the same language as those at the home university, no certificate is required.

- d) Must meet all specific admission requirements set by the host university, including language proficiency.

#### **4. DURATION OF EXCHANGE**

Students shall register as full-time students at the host university for a minimum of one academic semester and a maximum of one academic year. At Istanbul University, one academic year includes the Fall semester (September–January) and Spring semester (February–June). At Kyrgyz-Turkish Manas University, the academic year includes the Fall semester (September–December) and Spring semester (January–May).

#### **5. NUMBER OF EXCHANGE STUDENTS**

Each university may send up to four students per academic year (including graduate students) under this agreement.

While minor variations in the number of exchange students in a given semester or year may be permitted, the total number of exchanged students must be balanced over the duration of the agreement. Two students participating for one semester each shall be considered equivalent to one student participating for two semesters.

#### **6. TUITION FEES**

Exchange students shall be exempt from paying tuition fees at the host university.

#### **7. OTHER EXPENSES**

Each party may, to the extent possible, provide student housing. In the absence of such housing, the host university shall not be held responsible. If provided, accommodation shall be offered to exchange students at the same standard rates as to local students. Housing is not provided for spouses.

All travel, health insurance, non-covered medical expenses, food, living expenses, books, and other educational materials shall be the responsibility of the participating students.

Obtaining and maintaining a valid visa shall be the student's responsibility. The host university shall provide guidance regarding the documentation required for legal entry and residence in the host country.

#### **8. ACADEMIC STANDING**

Exchange students may apply to any academic program offered by the host university; however, the host university reserves the right to exclude students from programs with limited enrollment.



All exchange students shall remain enrolled as full-time students at their home university and shall not be officially enrolled as full-time students at the host university. Academic credit for coursework completed at the host university shall be awarded by the home university. The transfer of credits from the host to the home institution is the sole responsibility of the home university.

#### 9. EVALUATION

At the end of the exchange period, the host university shall issue an official transcript (or equivalent document) providing sufficient academic information regarding the student's performance and shall transmit it to the home institution.

#### 10. RIGHTS AND RESPONSIBILITIES

Exchange students shall enjoy the same rights and privileges as local students at the host university. Participating students shall be subject to the rules and regulations of the host university. The host university reserves the right to terminate the participation of any student who violates its rules or regulations.

#### 11. AMENDMENTS

This agreement may be amended only in writing and with the signatures of both parties. However, students who begin their exchange prior to the date of termination shall be allowed to complete their studies as planned.

#### 12. DURATION OF THE AGREEMENT

This agreement shall remain in force for a period of five (5) years from the date of signing. Unless either party notifies the other of its intention not to renew the agreement in writing (by institutional email) at least six (6) months prior to its expiration, the agreement shall be deemed to have expired.

On

Prof. Dr. Osman Bülent ZÜLFİKAR

Rector

Date: 16/3/2026

On behalf of KTMU:

Prof. Dr. Alpaslan CEYLAN

Rector

Date: \_\_\_\_\_

