

T.C.
ISTANBUL TOPKAPI UNIVERSITY
STUDENT REGISTRATION THROUGH DGS EXAM WORKFLOW DIAGRAM

The Council of Higher Education (YÖK) requests DGS quota and condition suggestions from universities.

The Rectorate requests quota and condition proposals from the academic units affiliated with

The quota and condition proposals submitted by the academic units are presented to the University Board of

The decision made by the Board of Trustees is communicated to the Council of Higher Education by the office of the Rector.

The quotas and conditions are published by ÖSYM in the Vertical Transfer Exam Guide.

The steps to be followed during the registration process and the required registration documents are announced on our

The data of the students who have been admitted to our University through YÖKSİS are transferred to the OİS system.

As a result of the student data transferred to the OİS system, pre-registrations are created.

Student data is transmitted to the Departments of Financial Affairs, Information Technology, and Candidate Relations and Promotion.

The staff at the pre-registration desk informs the students coming for registration about the payment process, provides them with the payment plan, and directs them to the Department of Financial Affairs.

The student who has made the payment and received financial approval, along with the required registration documents, goes to the Student Affairs Department. The student's documents are checked, and a personal file is created.

The student whose registration is finalized is issued an identity .card.