

INITIAL REGISTRATION PROCESS WORKFLOW (TRNC)

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Workflow Steps	Responsible	Related Documents
Start The student takes the student placement and scholarship ranking exam prepared by the University.	NEU Public Relations and Promotion, Student Affairs Branch Directorates, NEU Administration	Regulations on Accessible Education Services, Education, Teaching and Examination Practices, Regulations on Student Registration and Admission Procedures, Academic Calendar
The student's preferences and exam results are checked. He/she is placed according to the score he/she receives.	NEU Public Relations and Promotion, Student Affairs Branch Directorates, NEU Administration	Regulations on Accessible Education Services, Education, Teaching and Examination Practices, and Student Registration and Admission Procedures
Collecting information from students who have earned the right to register (undergraduate-associate degree)	NEU Public Relations and Promotion, Student Affairs Branch Directorates, NEU Administration	Regulations on Accessible Education Services, Education, Teaching and Examination Practices, and Student Registration and Admission Procedures
Students who are eligible to register can register online. For final registration, they come to the International office, submit their documents (high school diploma, ID copy, photo, exam result document, residence) and complete their payment to gain the right to become a student.	Student Affairs Branch Directorates	Regulations on Accessible Education Services, Education, Teaching and Examination Practices, Scholarship Regulations
The student logs in to the student information system with the password provided by the International office. After being informed by the advisor, the student completes the course selection and begins the term.	Student Affairs, Branch Directorates, Dean's Office/Directorate	Student Registration and Admission Procedures Regulation
The student's active student status information is reported to YÖKSİS and YÖKAS by the International office.	Student Affairs, Branch Directorates, Faculty	Student Registration and Admission Procedures Regulation
completed	Student Affairs, Branch Directorates, YÖK, YÖKAS	

Revision Information

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Hazırlayan Yönetişim ve Liderlik Komisyonu	Kontrol Eden Kalite ve Akreditasyon Koordinatörlüğü	Onaylayan Akademik İşler Rektör Yardımcısı
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