**How to Purchase Health Insurance Policy**

* In order to get a student residence permit, you must purchase a health insurance policy. Private health insurance can be purchased from insurance companies in Gümüşhane. There are many companies that sell this kind of insurance policy.
* International Relations Office can recommend specific companies on your arrival and help you with your insurance process.
* According to Turkish Law, if you get a health insurance in your own country, it must be accredited by their offices in Turkey or you will need another insurance for your student residence permit.
* The following statement must be included in your certification in Turkish. It states that your insurance policy is in compliance with the requirements of the mandate for obtaining a residence permit in Turkey.

*"İşbu poliçe 6/6/2014 tarih ve 9 sayılı İkamet İzni Taleplerinde Yaptırılacak Özel Sağlık Sigortalarına İlişkin Genelge'de belirlenen asgari teminat yapısını kapsamaktadır."*

* If you would like to get insurance without our help, the minimum requirements for getting a residence permit are as follows:

Minimum Policy Content

|  |  |  |
| --- | --- | --- |
|   | Contracted Institutions    |  \*Non- Contracted Institutions |
| Annual Minimum Limit | Contributions | Annual Minimum Limit | Contributions |
| Outpatient Diagnosis Treatment | 2,000. -TL |  Insured: 40% Company: 60%  | 2,000.-TL | Insured: 40% Company: 60% |
| Inpatient Diagnosis Treatment | Unlimited |  Insured: 0%Company:100%  | 20,000.-TL |  Insured: 20%Company:80% |

**The Student Residence Permit**

* If you have a Turkish ID card or a Blue Card (*Mavi Kart*), you do not need to apply for a Residence Permit.
* After you have entered the Republic of Turkey on a student visa, tourist visa, or e-visa, if you are planning to stay more than 90 days, you must obtain a Residence Permit from the Republic of Turkey, Ministry of the Interior, Directorate of Migration Management.
* The Residence Permit is not issued by Gümüşhane University. The International Relations Office will guide incoming students during their application for student residence permit.
* Do not begin any Residence Permit procedures on your own. Students may not begin the application procedures until their official status as students has been verified by the University.

When to apply for the Student Residence Permit

* Your status as a student can be legally verified by the University only after the online course registration period has finished. During this time, you are in the country on your student visa/tourist visa/e-visa. Once you have applied for the Student Residence Permit, your data will be entered into the system of the Ministry of the Interior and your legal status in the country is secure.

Application for the Student Residence Permit

1. Create an account for yourself with the[Ministry of the Interior, Directorate General of Migration Management](https://e-ikamet.goc.gov.tr/) to fill out, download, and print out your Application Form. **( Please wait until after the registration for classes to begin the residence permit application process. We will have an online session for that.)**

2. Assemble the documents required for the Application. Be very careful not to miss anything as incomplete document packets are not accepted by the Ministry of the Interior. If you have any questions, please stop by our Office. We will help you with getting your residence permit.