



ANKARA UNIVERSITY EXAM FOR INTERNATIONAL STUDENTS (AYÖS)

EXAM GUIDELINES

EXAM DATE: 02 JULY 2022

Test takers can access the online version of this guide on asym.ankara.edu.tr.
This guide shall not either distributed or sold.

1) OVERVIEW

REGISTRATION DATES

30 MAY 2022 - 12 JUNE 2022

(REGISTRATION STARTS AT 09.00 (TRT TURKEY TIME UTC/GMT +3 hours) ON 30 MAY 2022 AND ENDS AT 17.00 (TRT TURKEY TIME UTC/GMT +3 hours) ON 12 JUNE.)

EXAM HOURS AND DATE:

10.00 am (TRT) 02 JULY SATURDAY 2022 SAAT: 10.00

EXAM DURATION:

180 MINUTES

NUMBER OF ITEMS:

100 MULTIPLE CHOICE ITEMS

EXAM VENUES:

TURKEY: ANKARA - ARTVİN (HOPA) - EDİRNE - GAZİANTEP - İZMİR - İSTANBUL (EUROPEAN PART) - VAN
ABROAD: GERMANY AND AZERBAIJAN

EXAM FEE:

₺ 1.300,00 (one thousand and three hundred Turkish Liras)

EXAM ADMINISTRATOR:

Ankara University Open and Distance Education Faculty (ANKUZEF)

CUT SCORE AND ASSESSMENT

Raw scores out of 100 and their converted forms into standard T scores will be taken into account as a basis for the assessment. **Wrong answer(s) will have no effect on correct answers.** Each item in the exam has equal weight as a score. In case any error in the answer key occurs and it is revealed and admitted by an official decision, the item will not be cancelled, and it will count and be assessed based on the correct answer.

In case an item is cancelled in the exam, it will not be assessed. Scores will be calculated based on the remaining number of items.

TEST TAKERS' RESPONSIBILITIES

a) As the application of the exam and in the evaluation of the results take place based on the information given by the test taker, the test taker will be responsible for the consequences that may arise due to incomplete and incorrect information written on the **Test Taker Application Form**. Test takers are responsible for all the information they declare. Once it is revealed that the test taker's statement does not comply with the truth, this test taker will forfeit all his rights from this exam, regardless of the time elapsed. Missing or incorrect information is the responsibility of the test taker. As a result, ANKUZEF cannot be held responsible for any consequences that may arise. It is by no means possible to make any later corrections.

b) The fees paid by the test taker who does not or cannot take the exam after having paid the exam fee though s/he is entitled to take the exam, who is not taken to the exam or who is excluded from the exam as s/he does not comply with the rules, who fails in the exam or whose exam is deemed invalid, **cannot be refunded/transferred**. It is the responsibility of the test taker to pay the fees as it should be.

c) The objection raised by a test taker whose registration/exam is deemed invalid, who does not take the exam, who is not allowed to sit the exam because s/he does not comply with the rules, or who is dismissed from the exam, **will not be taken into account**. However; If the test taker is unable to take the exam due to administrative reasons other than his own fault, a refund can be made if he/she makes an application with a petition within the year of the exam.

You must follow your own precautions against the Covid-19 pandemic and the social distance rules when coming to the exam building in order to protect you and your loved ones. Necessary measures will be taken by us in the exam building.



2) REGISTRATION

Ankara University Open and Distance Education Faculty Exam Administration Center

HOW TO REGISTER

TEST TAKERS MUST FOLLOW **THESE THREE STEPS** TO REGISTER.

- * Test takers fill out Aday Kayıt Formu (Test taker Registration Form) between the dates **30 May 2022 and 12 June 2022** from the link: **Sisteme kayıt olmak için tıklayınız. (Click to register to the system)** on the web site **aday.ankara.edu.tr**. (See: Step 1, Step 2) (**During the registration, test takers upload proper passport photos.**)
- * **REGISTRATION STARTS AT 09.00 (TRT TURKEY TIME UTC/GMT +3 hours) ON 30 MAY 2022 AND ENDS AT 17.00 (TRT TURKEY TIME UTC/GMT +3 hours) ON 12 JUNE.**
- * Logging in the registration page by typing ID No/Foreigner ID No/Passport No and the password they created and selecting "EXAMINATION FOR FOREIGN STUDENTS from the "**Registration**" menu, test takers are directed to the payment link by credit card. Test takers whose payment process is complete are directed by the system to their page at **aday.ankara.edu.tr** and pop-up sign "**PAYMENT PROCESS IS COMPLETE, REGISTRATION HAS BEEN SUCCESSFULLY MADE.**" appears on their page. When the registration process is complete, they receive a text message and/or e-mail. (See: Step 3) If not, they must check their status from the "Registration Menu" and make sure registration is complete. If they cannot see the phrase "Your application has been completed", they must send an e-mail to asymdestek@ankara.edu.tr explaining the situation.

STEP 1

T.C. Kimlik No:

Şifre:

Aşağıdaki karakterleri BÜYÜK harflerle giriniz

H6E7

[Sifre mi unuttum](#)

[Sisteme kayıt olmak için tıklayınız](#)

STEP 2

Step 2 → **Aday Kayıt Formu**

Kişisel Bilgiler

Adı:

Soyadı:

T.C. Kimlik/YU No:

Fotoğraf:

Gözetim alanıdır. Bu fotoğraf, sınav giriş belgesinde kullanılacaktır. Fotoğrafınız yanlışlıkta ilgili yasanınca sorulara gönderileceği beyan edilmiştir.

Şifre:

Şifre Tekrar:

İletişim Bilgileri

E-posta:

Ülke Kodu:

Cep Telefonu:

Aşağıdaki karakterleri sırasıyla giriniz

AK64

Yukarıdaki bilgilerin doğruluğunu ve bilgilerdeki herhangi bir hata nedeniyle üyeliğin ve sınav başvurusunun geçerli sayılması durumunda sorumluluğu kabul ediyorum.

STEP 3

Ana Sayfa Profil **Sınav Başvurusu** Sınav İşlemleri Sınav Sonuçları Sifre mi Değiştir İletişim Çıkış

Başvurmak istediğiniz sınavı seçiniz.

Seçiminiz

For security reasons, you can enter high case sensitive (CAPS) characters and if you are not sure what the characters are, or if you keep receiving an error message that the characters are incorrect, you can recreate a new code. If you get the "SECURITY CODE" error, you must change your browser and use an updated browser (Google Chrome, Mozilla Firefox, Internet Explorer).

TEST TAKERS WITH DISABILITIES AND/OR SPECIAL REQUIREMENTS

Test takers with disabilities and/or special requirements must choose “disability status” and send the medical report and their petition demanding special care to asymdestek@ankara.edu.tr by 12 June 2022. **Otherwise, your disability will not be taken into account. It is the test taker’s responsibility to submit relevant documents.** If there is a device that you use regularly and that you need to report before entering the exam hall, please notify it in writing to asymdestek@ankara.edu.tr with your report (insulin pump, hearing aid, etc.) until 12 June 2022. **Test takers who do not notify with their report will not be accepted to the exam with the device they use.**

Due support will be provided to test takers whose requests for disability are deemed appropriate. Exam Registration Information Content for Test takers with Disabilities/Health Problems is available in the Test takers Information System.



Exam takers who have fever, cough, runny nose and respiratory distress, have COVID-19 or have been in contact with a COVID-19 case in the last 14 days must inform the staff at the exam entrance. Such exam takers will take the exam in a separate hall.

3) EXAMINATION

DOCUMENTS EXAM TAKERS MUST HOLD ON EXAM DAY

Test takers must have both of the documents below with them in order to be able to take the exam. **Unless one of these two documents is available, the test taker will not be admitted to the exam.**

DOCUMENT 1: ANKARA UNIVERSITY EXAMINATION FOR FOREIGN STUDENTS EXAM ADMIT CARD

Test takers can reach their exam admit cards on aday.ankara.edu.tr at 17.00 (TRT) on 24 June 2022. Each test taker must take the exam in the hall and in the order specified in the admit card.

DOCUMENT 2: ONE OF THE VALID ID CARDS:



- * Turkish ID Card with a current photo
- * ID card of Turkish Republic (new version)
- * Valid passport
- * Blue Card
- * Temporary ID document for a new ID issue
- * NCTR ID Card
- * Any ID card of Turkish Armed Forces **WILL NOT BE ACCEPTED**



- * Driving license, corporate ID or residence permit by Turkish Republic **WILL NOT BE ACCEPTED.**

CAUTION!

Test takers who do not have any valid ID card or Exam Admit Card, or who have an ID document that is deformed enough to make it difficult to identify the test taker or lacks official identity features (no cold stamp, no seal, etc.) or any test taker who arrives after the first 15 minutes following the exam start time **WILL NOT BE ALLOWED TO THE EXAM.**

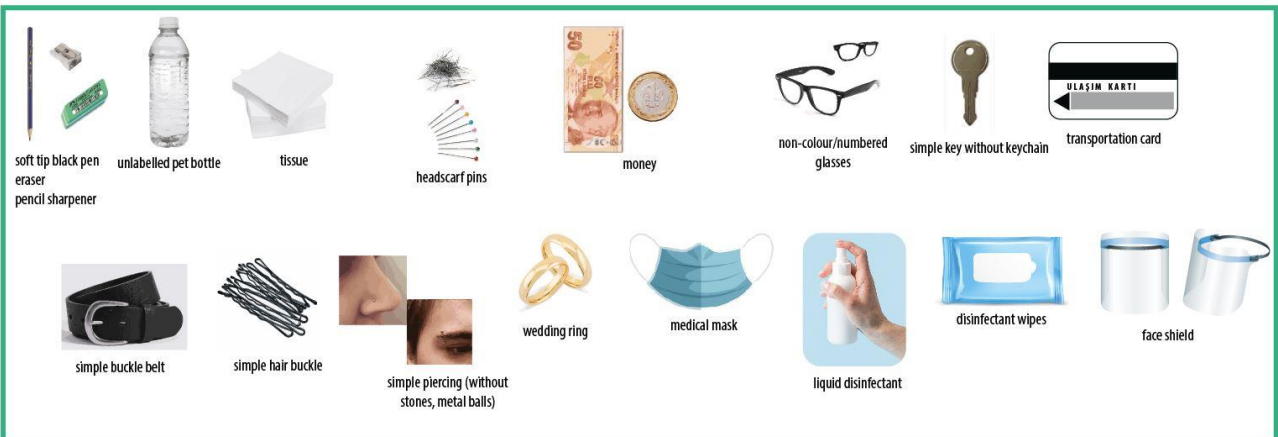
WHAT TEST TAKERS CAN CARRY ON THE EXAM DAY;

Pencil, eraser, pencil sharpener, water in a transparent bottle, tissues, cash, keys without key chains, travel card, mask, sanitizer, sanitizing tissue, face guard, valid ID card and exam admit card.

WHAT TEST TAKERS CANNOT CARRY ON THE EXAM DAY;

Bags, wallets, mobile phones, watches (wristwatches and all kinds of watches), wireless communication devices, headphones, necklaces, earrings, rings (EXCEPT wedding rings), bracelets, brooches and other jewelry; key chain, all kinds of vehicle keys, plastic and metal items (pins with/without beads used for headscarves, change, belt with simple buckle, simple wire buckle and simple piercing (without stones, metal balls or pointed ends) excluding), all kinds of electronic/mechanical devices and pagers, walkie-talkies, cameras etc. vehicles, all kinds of plastic and glassware including sunglasses (except numbered glasses), bank/credit cards, pocket computer, electronic device with dictionary function, calculator etc. all kinds of computer-enabled devices, all kinds of piercing and cutting tools, firearms, etc., all kinds of scrap paper, notebooks, books, lecture notes, dictionaries, magazines, newspapers, etc. publications, compass, pen, protractor, ruler, any beverages, food, etc., (except water), tableware and medicine, plaster, bandage, crutches etc. health supplies and tools (except for test takers who have previously reported their disability)

The other rules determined by ANKUZEF (ASYM) regarding the application of the exam are mentioned on page 6. Test takers are obliged to carefully read and abide by the rules set by ANKUZEF (ASYM).



4) FACTS ON THE EXAM DAY

1. There are 100 multiple-choice questions with 5 options in the exam. Wrong answers will not affect your right answers.
2. The exam duration is 180 (one hundred and eighty) minutes. No test taker who comes to the building after the first 15 minutes following the start of the exam will be allowed to take the exam, and test takers will not be allowed to leave the exam hall during the first 30 and last 15 minutes of the exam. test takers who leave the examination hall for any reason (including the need for toilet, discomfort, etc.) will not be admitted to the examination hall again.
3. Test takers are to check whether your optical answer sheet has been issued particularly for themselves and enter their ID number correctly in the relevant place on the answer sheet. In case of any mistake, you must notify the proctor.
DO NOT FORGET TO FILL IN THE RELATED SECTIONS (NAME SURNAME AND SIGNATURE). OTHERWISE, YOUR EXAM WILL BE CONSIDERED INVALID.
4. Test takers must not forget to code the box related to the booklet type on the optical answer sheet. Otherwise, it will NOT be possible to assess the exam.
5. The answers must be coded on the optical answer sheet. Answers marked in the question booklet are not valid. No additional time will be given to transfer the answers marked in the question booklet to the optical answer sheet. All kinds of coding on the optical answer sheet will be done with a black pencil. The answer of each field will be coded in the column and/or columns where the name of that field is written.
6. Once test takers are handed in the booklet, they must check whether the type of booklet on the cover and the type of booklet on each page are the same, whether there are any missing pages, and whether there are printing errors in the booklet. If the page of the booklet is missing or the printing is incorrect, they must contact the Hall Staff to have it changed.
7. Test takers must write required information on the question booklet. They must make sure they have read the notifications on the booklet. They can use the blank spaces on the pages of the question booklet for drafting. Other than that, it is forbidden to use drafts. At the end of the exam, booklets will be collected and examined. If the booklet or pages are missing, the exam will be deemed invalid.
8. Test takers are not allowed to take questions and answers out of the exam hall. If a test taker does not comply with these rules, the exam will be deemed invalid.
9. WHAT TEST TAKERS CAN CARRY ON THE EXAM DAY;
Pencil, eraser, pencil sharpener, water in a transparent bottle, tissues, cash, keys without key chains, travel card, mask, sanitizer, sanitizing tissue, face guard, valid ID card and exam admit card.
10. WHAT TEST TAKERS CANNOT CARRY ON THE EXAM DAY;
Bags, wallets, mobile phones, watches (wristwatches and all kinds of watches), wireless communication devices, headphones, necklaces, earrings, rings (EXCEPT wedding rings), bracelets, brooches and other jewelry; key chain, all kinds of vehicle keys, plastic and metal items (pins with/without beads used for headscarves, change, belt with simple buckle, simple wire buckle and simple piercing (without stones, metal balls or pointed ends) excluding), all kinds of electronic/mechanical devices and pagers, walkie-talkies, cameras etc. vehicles, all kinds of plastic and glassware including sunglasses (except numbered glasses), bank/credit cards, pocket computer, electronic device with dictionary function, calculator etc. all kinds of computer-enabled devices, all kinds of piercing and cutting tools, firearms, etc., all kinds of scrap paper, notebooks, books, lecture notes, dictionaries, magazines, newspapers, etc. publications, compass, pen, protractor, ruler, any beverages, food, etc., (except water), tableware and medicine, plaster, bandage, crutches etc. health supplies and tools (except for test takers who have previously reported their disability)
11. When a test taker is detected with the things mentioned above during the exam will be reported and his/her exam will be cancelled.
12. Talking to the staff, asking questions and taking part in discussions during the exam; looking at the paper of another test taker/test takers, talking to another test taker/test takers, exchanging eraser, pencil etc. is strictly forbidden. When a test taker is detected doing the things mentioned above during the exam will be reported and his/her exam will be cancelled.
13. When a test taker is caught cheating, attempting to cheat, or helping cheating during the exam will be reported and his/her exam will be cancelled.
14. Test takers must comply with all warnings made by the officials. Staff can also change a test taker's seat when necessary. The validity of the exam depends, first of all, on the test taker's compliance with the exam rules.
15. Test takers shall present the Exam Admit Card and Turkish ID Card with a current photo ID card of Turkish Republic (new version), Valid passport, Blue Card, Temporary ID document for a new ID issue, NCTR ID Card at the entrance of the building and hall. Exam Admit Card0 will be collected by the HALL CHAIR after the start of the exam. Even if exam takers take the exam by declaring a document other than these documents, their exam will be considered invalid.
16. Before leaving the exam hall, test takers must make sure that they hand in the booklet and the optical answer sheet. Otherwise, their exam will be deemed invalid and legal action may be taken against you.
17. Test takers must not start the exam before they read these explanations and the proctor tells them "EXAM HAS STARTED."
18. Test takers must code on the optical answer sheet in accordance with the rules.



CONDITIONS THAT CAUSE CANCELLATION OF THE EXAM.

Your exam will be cancelled if _____

1. you leave the exam hall for any reason (need toilet, discomfort, etc.) after the booklets and optical forms are handed out before the exam starts,
2. you fail to fill in the relevant parts (name, surname, signature) on your optical answer sheet,
3. your question booklet and its pages are missing at the end of the exam,
4. you are detected to have brought extra scrap paper, etc., in the exam hall,
5. you remove or attempt to remove the exam questions or answers
6. you have one of the forbidden items,
7. you talk to the staff, ask questions and engage in discussion during the exam; looking at the paper of another test taker/test takers, talking to other test taker/test takers, eraser, pencil etc. giving and taking things,
8. you cheat, attempt to cheat, help to cheat during the exam,
9. you have taken the exam without the valid identity documents,
10. you don't submit the booklet and optical answer sheet in full before leaving the exam hall,
11. you continue to mark on the question booklet or the optical answer sheet after the proctor's warning that the exam is over.