**REQUIRED DOCUMENTS FOR FIRST-TIME RESIDENCE PERMIT APPLICANTS**

* **Residence Permit Application Form – A pdf document to be downloaded at the end of the online application(must be signed by the applicant)**
* **Original Passport or a document substituting a passport and a copy of it- page copies containing identity information,the page containing photo and processed pages (visa stamps, the last entry etc.)**
* **4 photos– must be taken within the 6 last months, with a white background and biometric.**
* **Valid Health Insurance Policy and S-1 Form – Insurance Period must cover the intended residence permit duration. S-1 Form will be given by the Office A-1005.**
* **Student Certificate – updated, with signature and stamp, given by Yıldız Technical University.**
* **Address Information Form (A-1 Form) – will be given by the Office A-1005.**
* **Statement of Income (G-1 Form) – will be given by the Office A-1005.**
* **Residence Permit Card Fee Receipt – In order to be able to pay the fee, you need to obtain a tax identification number from the Tax Offfice (Gelir İdaresi Başkanlığı) – take your original passport and a copy of its ID page with you. After you get your tax number, you can make the fee payment in the same building.**

**Address : Gelir İdaresi Başkanlığı**

**Akşemsettin Mahallesi Adnan Menderes Bulvarı (Vatan Caddesi)**

**No:56 Fatih/İstanbul**

**How to get there : Get on the metro (Red line M-1a) and get off at Emniyet-Fatih station.The office is opposite to the metro station when you get out.**