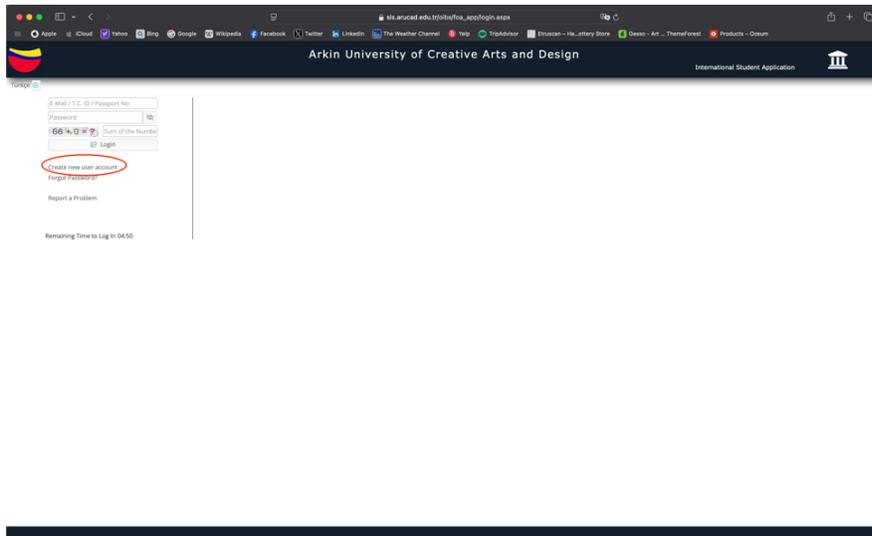


Step 1:

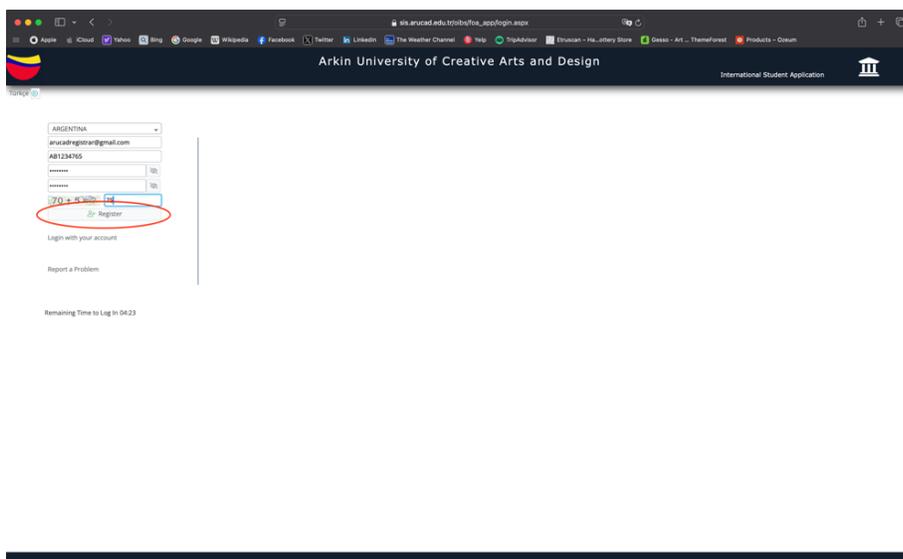
Once you enter the Application portal, firstly you will need to **create new account** to be able to begin your application process.

Your **User account** can be used for only the current active semester. If later you decide that your application is for another semester, you must wait and create your account in the forthcoming active semester.



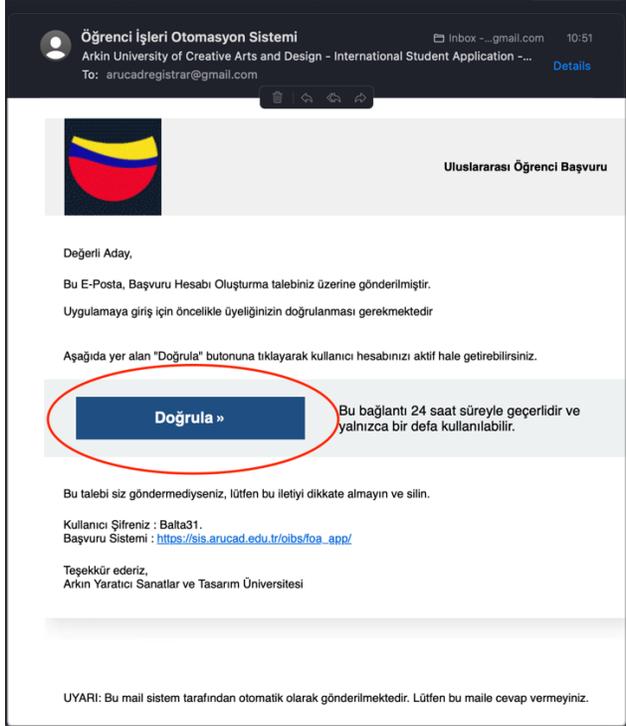
Step 2:

To **create an account** you must choose the country of Residency. Fill your active email address, National ID number. You have the option to create a new password. Please create a strong password (contain numbers and/or numerals and/or capital letters). Once completed you can click the **'Register button'** as shown in the figure below.



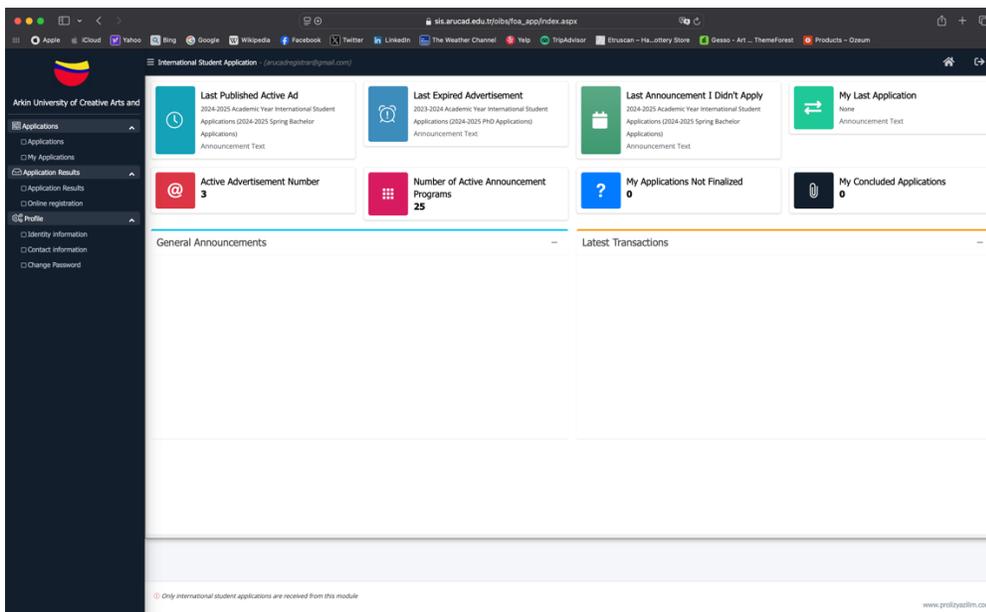
Step 3:

After clicking on the **'Register'** button please check your email. You will find an email from our Application system asking you to verify your account. You will receive a Username and Password verification email to the email address you have given once you click **'verify'** as shown in the figure below.



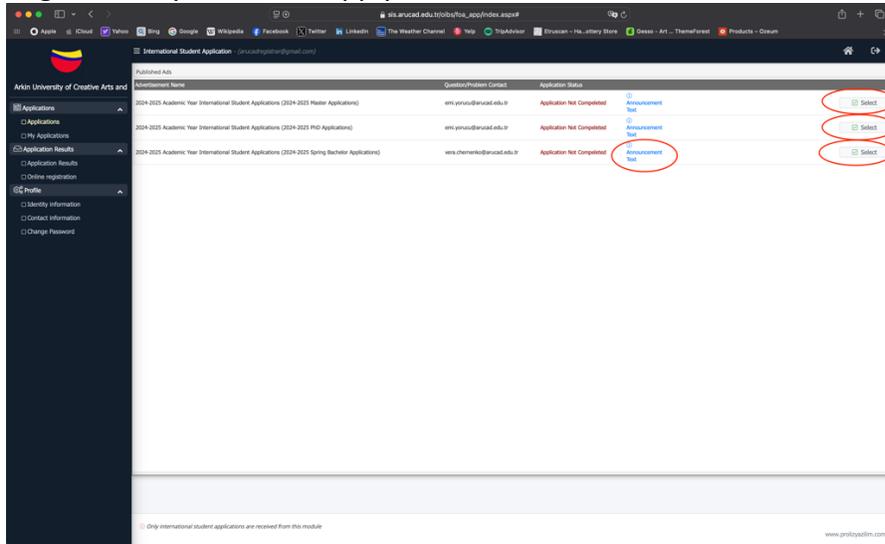
Step 4:

Now you are logged into your account. Please see the figure below:



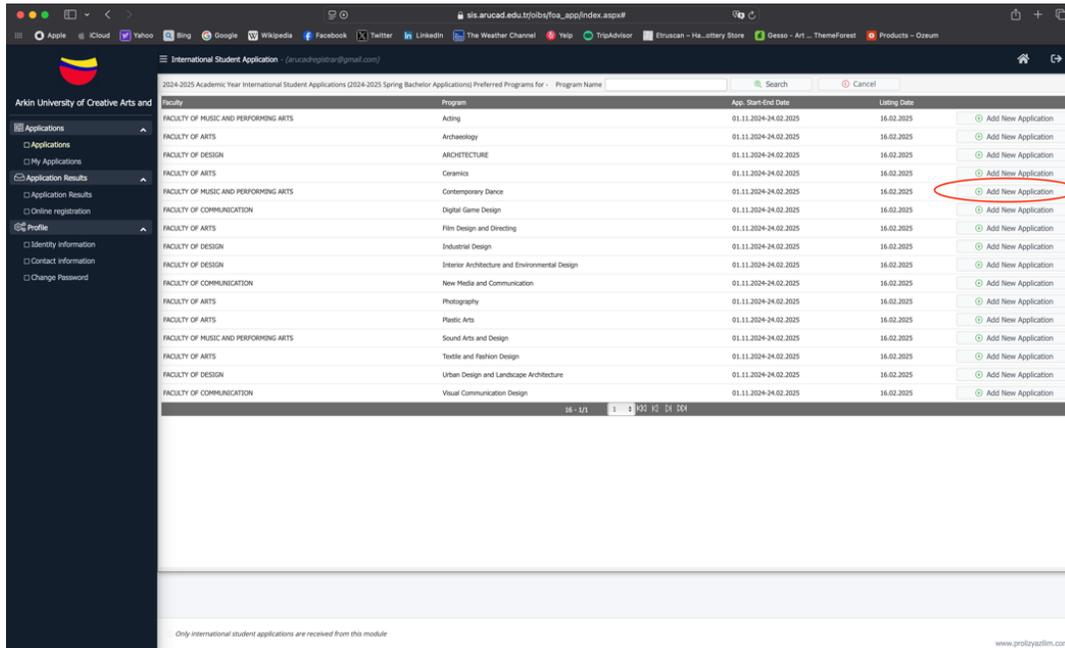
Step 5:

On left menu you will find the **Applications** option. Please **click on 'Applications'**. Once you have selected the 'Applications' options, you will see the available degree levels for the active semester. The options you can select are displayed as show in the figure below. Select the degree level you wish to apply for.



Step 6:

In the next screen displayed you find a list of all the programmes you can apply for. Click on **'Add New Application'** button and go next step as shown in the figure below:



Step 7:

You can view all the required Portfolio contents/guidance for the programme(s) you will be applying for. Please click on 'next page'.

2024-2025 Academic Year International Student Applications (2024-2025 Spring Bachelor Applications)
1st choice: Digital Open Tasarruflar / Digital Game Design

Application status: Application Not Completed
Application Program Start Date End Date: 01.11.2024 00:00:24.02.2025 23:59
Date announced: 14.02.2025 23:59

Portfolio Content

Each section must be completed according to the student's official data recorded in their valid passport and academic history obtained. Before completing your application form please ensure that you have the following documents available in PDF format only:

- Personal Details
 - Copy of original High School Diploma & Transfer official English translated/relevant copies must be provided.
 - Passport and ID card copies
 - Portfolio/original artworks related to the department(s) you are applying for
 - English Language Certificate (IELTS, TOEFL, etc. if applicable)
 - Scanned copy of passport-sized photo
- Contact Information
- Application Information
- Highschool Graduation Info.
 - Transfer Bachelor degree students must additionally submit the following documents:
 - Copy of valid student letter
 - Official Transcript (stamped and signed by the Registrar's Office)
 - Official copy of course description (stamped and signed by the Registrar's Office or links from the University official website if you are applying for course exemption)
- Add Files/Supporting Doc.
- Add Exam Info
- Program to Apply

Transfer Students

Transfer students applying from another TRNC university must additionally provide:

- Copy of valid student letter
- Valid student residency permit
- Letter to confirm no debt is owed to current university
- Letter of no disciplinary record

All applications are evaluated by the Admissions & Scholarship award Committee and results are announced within 4-5 working days after all required documents have been received and interview is conducted if required.

What is a Portfolio?

A portfolio is a carefully chosen selection of students personal works demonstrating development in the field(s), reflecting the skills, talents, and the level of success of the works produced by the student after a certain educational process. Applications received without Portfolios cannot be evaluated and will automatically be held pending.

PERSONAL PORTFOLIO FILE

The portfolio may contain the following types and/or different original studies:

- Free or model drawing
- Experimental video - short films
- Color - Painting
- Graphic - Poster
- Thematic work
- Graphic and sketch
- Illustration
- Hand-drawn application
- Digital illustration
- Animation
- Photograph

The Portfolio file must consist of min. 5, max. 7 works that represent the student. Portfolio content should be in the format appropriate for the candidate's work. All works must be submitted in a single PDF file and zipl4 for video formats.

[Next Page](#) [Click to Continue "Next Page" Button](#)

Step 8:

Before you start your application please read all the **Application Requirements** and click on the 'next page' button.

2024-2025 Academic Year International Student Applications (2024-2025 Spring Bachelor Applications)
1st choice: Digital Open Tasarruflar / Digital Game Design

Application status: Application Not Completed
Arkin University of Creative Arts and Design (ARUKAD) welcomes all international students that fulfil the application criteria below:

- International students (non-Turkish citizens - ID and Passport holders)
- International students between the ages of 17-24 years old (applications from students who are applying for a second bachelor's degree up to 28 years old). Applications will be evaluated on an individual basis.
- Students with High School Diploma or official graduation letter for first year High School students (confirming the expected date of graduation).

Undergraduate transfer degree students

- International who are transferring from another TRNC University or abroad.
- All students must be able to provide the required documents from their current university to support their application

[Next Page](#) [Click to Continue "Next Page" Button](#)

Step 9:

Accurately enter all your personal details (according to your National ID/Passport data) and upload your photo. Then click on the **'next page'** button.

The screenshot shows the ARUCAD International Student Application form. The left sidebar has a menu with 'Personal Details' highlighted. The main form area contains the following fields:

Application status	Application Not Completed	Identity/Passport Number	AB123456	Identity Type	ORIGINAL PASSPORT
Portfolio Content		Nationality Type	ARGENTINA	Citizenship Shape	By birth
Application Requirements		Passport Validity Date	30.06.2025	No Passport	<input type="checkbox"/>
Personal Details		Second Nationality Type	Name	Second Citizenship Shape	None
Personal Information		Name	SEVA	Fathers Name	TEST
Application Information		Surname	USTA	Mothers Name	TEST
Highschool Graduation Info.		Gender	Male	Place of Birth	CYPRUS
Add Files/Supporting Docs.		Birth Date	01.01.2000	Date Format	dd/mm/yyyy
Add Exam Info.					
Program to Apply					

At the bottom of the form, there is a 'Next Page' button and a link that says 'Click to Continue "Next Page" Button'. Both are circled in red.

Step 10:

Accurately enter your contact details and click on the **'next page'** button.

The screenshot shows the ARUCAD International Student Application form. The left sidebar has a menu with 'Contact Information' highlighted. The main form area contains the following fields:

Application status	Application Not Completed	Address	SAR NEDIM STREET NO:123
Portfolio Content		Postal Code	
Application Requirements		Country	TURKISH REPUBLIC OF NORTHERN CYPRUS
Personal Details		City	KYRENIA
Personal Information		Town	
Application Information		Phone Number	0542 123 45 67
Highschool Graduation Info.		E Mail	arucad@arucad@gmail.com
Add Files/Supporting Docs.			
Add Exam Info.			
Program to Apply			

At the bottom of the form, there is a 'Next Page' button and a link that says 'Click to Continue "Next Page" Button'. Both are circled in red.

Step 11:

In this section you will be able to upload your receipt when you have made payment after receiving your **Condiditon Acceptance Letter**. Until then, please leave this section **blank**.

The screenshot shows the 'International Student Application' portal for Arkin University of Creative Arts and Design. The page is titled '2024-2025 Academic Year International Student Applications (2024-2025 Spring Bachelor Applications) for Choice of Dual Open Residency (Digital Game Design)'. The application status is 'Application Not Completed'. The 'Application Information' section is highlighted in red. The 'Receipt Number' and 'Receipt Date' fields are empty. The 'Next Page' button is circled in red.

Field	Value
Application Status	Application Not Completed
Application Requirements	Application Fee Receipt
Receipt Number	
Receipt Date	
Next Page	Click to Continue "Next Page" Button

Step 12:

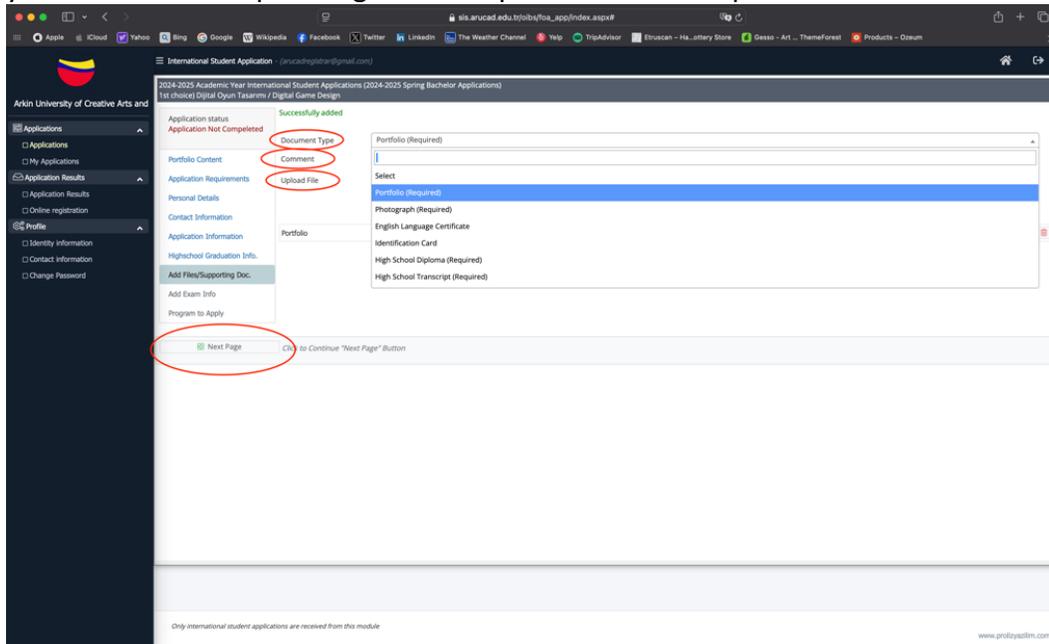
Enter your High School graduation detail as shown in the figure below and then click on the 'next page' button.

The screenshot shows the 'International Student Application' portal for Arkin University of Creative Arts and Design. The page is titled '2024-2025 Academic Year International Student Applications (2024-2025 Spring Bachelor Applications) for Choice of Dual Open Residency (Digital Game Design)'. The application status is 'Application Not Completed'. The 'Highschool Graduation Info.' section is highlighted in red. The 'Next Page' button is circled in red.

Field	Value
Highschool Graduation Info.	
Name of High School	ANFARTALAR HIGH SCHOOL
Country	TURKISH REPUBLIC OF NORTHERN CYPRUS
City	KYRENIA
Start Date	30.08.2020
Graduation Date	30.08.2024
Total Number of Years Studied	4
Overall CGPA	out of 10 -> Grade Average 9
Next Page	Click to Continue "Next Page" Button

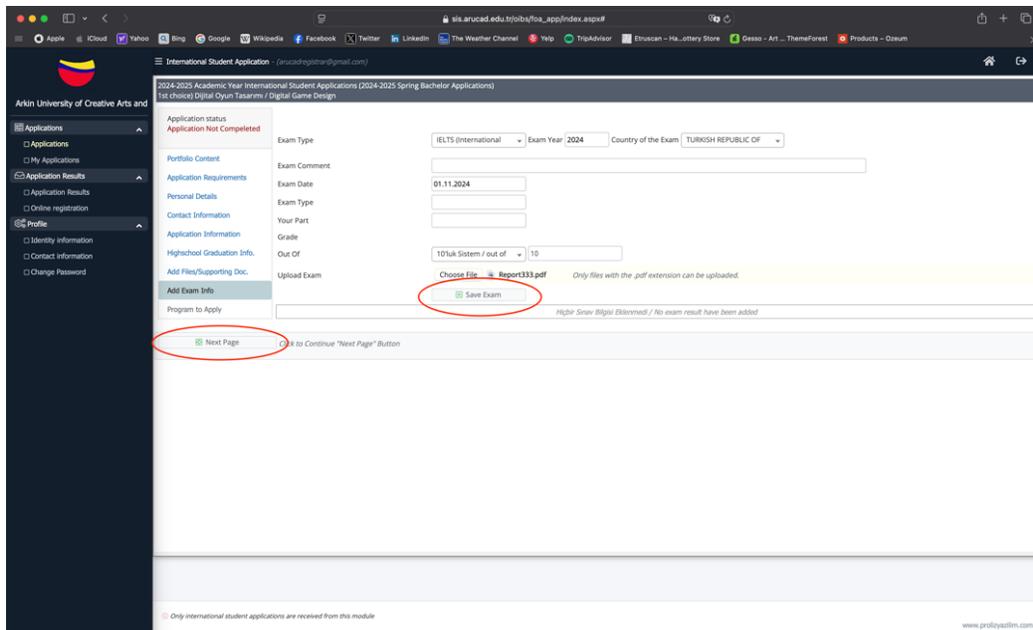
Step 13:

Please select the type of document you want upload one at a time. After selecting the document type please then **add a comment** in the space provided (e.g. portfolio for department of Digital Game Design', then **add document** by clicking on the **'add document'** button. When you have finished uploading all the required documents please click on the **'next page'** button.



Step 14:

If you have an English Language Certificate you can add it to the **'Exam info'** section as shown in figure below. After adding (if applicable) please click next on the **'next page'** button.



Step 15:

At this stage, you have the Student option to apply for an additional two programs. To apply for an additional department you can click on the 'programme' dropdown menu and select your department. Then click on the 'save' button as shown in the figure below. Before finally approving your application you must read and accept the application terms and conditions by ticking the check box. Please then click on the 'save' button.

International Student Application - (arucadregistr@gmail.com)

2024-2025 Academic Year International Student Applications (2024-2025 Spring Bachelor Applications)
1st choice) Digital Oyun Tasarım / Digital Game Design

Application status: **Successfully Saved**
Application Not Completed

Faculty: FACULTY OF ARTS
Program: Select
Notice: You can select up to 3 programs.
Add Preference

Preferred Programs

Faculty	Program	Evaluation Status	App Order
FACULTY OF COMMUNICATION	Digital Oyun Tasarım / Digital Game Design	Not Yet Evaluated	1st choice

Save

The online application portal consists of several mandatory sections which students are required to complete accurately. Each section must be completed according to the students official data recorded in their valid passport and academic history obtained. Any supporting documents (all officially notary translated into English if applicable) and uploaded portfolios must be the students own original work (suitable for the programmes applying for) and be available for presentation via interview if required by the application and evaluation committees. Students whom proceed to complete the online application form and upload supporting documents and portfolio accept and declare that all information provided is accurate, valid and their own. Students are solely responsible for submitting complete applications, supporting documents/portfolio. Any incomplete applications with missing documents will not be evaluated and automatically held pending until all requirements are fulfilled.
Applications that do not meet the minimum application criteria cannot be accepted.

2024-2025 Academic Year International Student Applications (2024-2025 Spring Bachelor Applications) for I read the first text, I approve.
In order for your application to be completed, "I approve." It should be saved by checking the box.

Only international student applications are received from this module

www.prolizeafin.com

Step 16:

When your application has been completed, you will see the approved application information as shown in the figure below.

International Student Application - (arucadregistr@gmail.com)

2024-2025 Academic Year International Student Applications (2024-2025 Spring Bachelor Applications)
1st choice) Digital Oyun Tasarım / Digital Game Design, 2nd choice) PHOTOGRAPHY / Photography, 3rd choice) PLASTIC ARTS / Plastic Arts

Application status: **Submitted for Approval**

Portfolio Content

Application Requirements

Personal Details

Contact Information

Application Information

Highschool Graduation Info.

Add Files/Supporting Doc.

Review Mode

Successfully Saved
"Successfully received your application" your e-mail has been sent. You can check the Inbox or Unnecessary E-Mail Box.
If the e-mail does not arrive, please contact the Student Affairs Office.

Your application has been successfully registered

Application Number : 10002
Application Date : 11.11.2024

Your application has been successfully registered

Application Number : 10002
Application Date : 11.11.2024

Tamam

Reference Print

Only international student applications are received from this module

www.prolizeafin.com

Step 17:

You can track your application status by clicking on **'my application'** options on the left menu as shown in the figure below.

The screenshot displays the 'International Student Application' interface. The left sidebar menu includes the following items:

- Applications
- My Applications** (highlighted with a red circle)
- Application Results
- Online registration
- Profile
 - Identity information
 - Contact information
 - Change Password

The main content area shows the following details:

- Application status: Application No:10002 Application Date:11.11.2024
- Preferred Count: 3
- Buttons: Reference Print, Edit Application, Delete Application

At the bottom of the page, there is a note: "Only international student applications are received from this module" and a footer with the URL "www.profiya201m.com".