



# 2025-26 ACADEMIC YEAR FALL SEMESTER FOREIGN EMBASSY PROCEDURES

## WHAT IS FOREIGN EMBASSY PROCESS ?

- It is the certification process for legally ensuring the authenticity of a document in foreign Embassies in Ankara

## WHO SHOULD APPLY FOR THE FOREIGN EMBASSY PROCESS?

- It is done by graduates whose nation is Pakistani ,Nigerian, Lebanon, Jordan, Sudanese, Qatar, Kuwait, Libya, Palestine, United Arab Emirates

## WHAT ARE THE DOCUMENTS REQUIRED FOR FOREIGN EMBASSY PROCESSES?

- Each country has a different requirement. Please follow the requirements.

## IN HOW LONG ARE THE FOREIGN EMBASSY PROCESSES COMPLETED?

- Foreign Embassy procedures are completed within 1 month at the latest after the diploma procedures in the TRNC are completed.



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## ARE FOREIGN EMBASSY PROCESSES CHARGED?

- Foreign Embassy transactions are paid. Fees vary according to the number of documents to be processed and which embassies

## HOW CAN I START THE FOREIGN EMBASSY ?

- **Step 1:** Login to your portal.
- **Step 2:** In order for automatic payment to be opened, you must first fill in the Graduation Application Form. Fill in the Information Found.
- **Step 3 :** The application form you have filled in is [mezuniyetislemleri@emu.edu.tr](mailto:mezuniyetislemleri@emu.edu.tr) send it to your address.
- **Step 4 :** After your application is entered into the system, the "online" payment opened on your portal make your payment from.
- **Step 5 :** After your payment is processed in the system within 24 hours, for foreign embassy Transactions Your application will be received.



### EMBASSY OF LEBANON

- Graduation Application Form
- Embassy Approval Fee Receipt
- Copy of the Passport
- Proxy (<https://registrar.emu.edu.tr/en>)
- Diploma

### EMBASSY OF JORDAN

- Graduation Application Form
- Embassy Approval Fee Receipt
- Copy of the Passport
- Proxy (<https://registrar.emu.edu.tr/en>)
- Diploma

### EMBASSY OF PAKISTAN

- Graduation Application Form
- Embassy Approval Fee Receipt
- Copy of the Passport
- Proxy (*To be obtained from the notary*)
- Diploma



## EMBASSY OF KUWAIT

- Graduation Application Form
- Embassy Approval Fee Receipt
- Copy of the Passport
- Proxy (<https://registrar.emu.edu.tr/en>)
- Diploma

## EMBASSY OF SUDAN

- Graduation Application Form
- Embassy Approval Fee Receipt
- Copy of the Passport
- Proxy (<https://registrar.emu.edu.tr/en>)
- Diploma

## EMBASSY OF QATAR

- Application Form for Embassy Approval
- Embassy Approval Fee Receipt
- Copy of the Passport
- Proxy (<https://registrar.emu.edu.tr/en>)
- Diploma and Transcript



### EMBASSY OF UNITED ARAB EMIRATES

- Application Form for Embassy Approval
- Embassy Approval Fee Receipt
- Copy of the Passport
- Proxy (<https://registrar.emu.edu.tr/en>)
- Diploma and Transcript

### EMBASSY OF LIBYA

- Application Form for Embassy Approval
- Embassy Approval Fee Receipt
- Copy of the Passport
- Entrance-Exit Document (To be obtained from Famagusta Police Directorate)
- Proxy from Notary (original proxy submitted by hand)
- Copy of the Immigration Card
- Diploma

### EMBASSY OF NIGERIA

- Application Form for Embassy Approval
- Embassy Approval Fee Receipt
- Diploma and Transcript



## EMBASSY OF PALESTINE

- Application Form for Embassy Approval
- Embassy Approval Fee Receipt
- Embassy Of Palestine Application Form ([registrar.emu.edu.tr](https://registrar.emu.edu.tr))
- Copy of the Passport
- Copy of the Palestinian ID.
- Entrance-Exit Document (To be obtained from Famagusta Police Directorate)
- Proxy (To be obtained from the notary)
- Diploma