



# HANDBOOK FOR INTERNATIONAL STUDENTS

---

pre-arrival and arrival information

# ALMATY CITY



› Almaty is the largest city in Kazakhstan with a population of 1,421,868 (at 1st of August 2010) with about 9% of the countries population located in one city, it is certainly a hustling and bustling place to be. It also used to be the former capital of the country, until 1997 when it moved to Astana.

Almaty literally means 'city of apple trees', and, because of its relatively mild climate, it has a wide range of apple trees. The Almaty area is said to be the genetic home for many varieties of apples and the area is often visited by researchers and scientists from around the world, in order to learn more about the complex systems of genetics, and also to discover the true beginnings of the domestic apple.

A good traditional story links the taking of the apple from the tree in the Old Testament to Almaty. The Turkic name for apple is Alma and Ata meaning forefather, which could lay it open to be possibly the origin of the Apple (The Garden of Eden).

The city certainly has a spectacular beauty, whether or not it was the Garden of Eden, and is located in the foothills of the Trans-Ili Alatau in the extreme southeast of Kazakhstan. The backdrop of mountains against the taller buildings makes a dramatic and impressive sight and was the center for the Asian Winter games in January 2011.

# WELCOME TO SULEYMAN DEMIREL UNIVERSITY



› Dear Student,

On behalf of the Department of Foreign Affairs and Academic Mobility Staff, I would like to congratulate you on your admissions to Suleyman Demirel University. We look forward to welcoming you in our university. I hope that it will meet your expectations, and you will find your studies in our university useful and enjoyable. I wish you best of luck, and welcome to the new chapter of your journey.

This brochure provides information necessary for successful start of your studies in SDU. Please read carefully, and do not to hesitate to contact us for additional information.

Warm wishes,  
Ramis Akhmedov  
Director of the Department of Foreign Affairs and Academic Mobility

## KEY DATES



› Holiday dates of The Republic of Kazakhstan that may be important to you are given below. You may need to check with your faculty/department for important dates specific to your program.

January, 1-2 New Year  
January, 7 Orthodox Christmas Day  
March, 8 International Women's Day  
March, 22 Nauryz Holiday  
May, 1 Kazakhstan People Solidarity Holiday  
May, 7 Defender's Day  
May, 9 Victory Day  
July, 6 Capital City Day  
August, 30 Constitution Day  
December, 1 First President Day  
December, 16 Independence Day

# VISA



## > Passport

Please ensure that you have a valid passport – if you need to get a new one or if your current passport needs to be renewed, do this as soon as possible because the process can take several weeks/months.

International students are required to obtain an L-1 student visa. For Kazakhstan visa you will need an Acceptance Letter and a Visa Support number (an official invitation from the ministry of foreign affairs). To get the Visa Support number you will need to send us:

- Scanned version of your valid passport
- Booking confirmation of your flight tickets
- Permanent address
- Academic Transcript
- A country and a city where you are planning to apply for the visa
- Scanned enrollment fee receipt

Students under 18 should also provide the following documents:

- Notary Verified(apostile) Letter of Consent from their parents
- Both parents' ID or passport copies

- Notary Verified(apostile) Student's Birth Certificate

Students applying for the academic exchange should also provide the following documents:

- An Application Form with a photo on it

The scanned version of the Acceptance Letter for the visa application will be sent via email, and hard copy can be posted if required. Visa Support Number will be valid within the next 5 days. As soon as you get it from us you apply for the Republic of Kazakhstan visa in Kazakhstan embassy or consulate in your country. Please examine carefully all of the required documents on the Embassy's official website.

Visa is not required for students from the following countries:

- Kyrgyzstan
- Russia
- Uzbekistan

# ENROLLMENT FEE



> The registration fee is 300\$. It includes:

- Fee of the Visa Support Number
- Fee of a Health Inspection (HIV test and Lung X-ray)
- Cost of the Notary services:
  1. Nostrification fee
  2. Passport copy translated into Kazakh/Russian and certified by a notary – 2 copies
  3. Diploma or School Certificate translated into Kazakh/Russian and certified by a notary – 2 copies
  4. A copy of transcript translated into Kazakh/Russian and certified by a notary – 2 copies
  5. A copy of the Apostle (The document that verifies the existence of the educational institution where applicant graduated from) translated into Kazakh/Russian and certified by a notary – 2 copies
  6. Document confirming that you have graduated from your high school translated into Kazakh/Russian and certified by a notary – 2 copies

- PIN fee (tax number)
- Airport Pickup Service

The University's bank details are:  
Suleyman Demirel University  
Abylaikhan street, No:1/1  
Karasai district, Kaskelen,  
Almaty, KAZAKHSTAN  
[www.sdu.edu.kz](http://www.sdu.edu.kz)

Students who do not know Russian or Kazakh and need our help in preparing and finishing required processes and documents can pay Enrollment fee in International Relations Office in cash.

# TUITION FEE



## **Suleyman Demirel University 2016-2017 Academic Year Tuition fees for Undergraduate students:**

- 5B030200 International Law (new) – 3.000 USD
- 5B030100 Law KZ/RU – 2.500 USD
- 5B021000 Foreign philology – 3.000 USD
- 5B011900 Foreign languages: Two foreign languages – 3.000 USD
- 5B020700 Translation studies – 3.000 USD
- 5B050400 Journalism – 2.500 USD
- 5B010900 Mathematics EN – 2.500 USD
- 5B070300 Information systems EN – 4.000 USD
- 5B070400 Computer systems and software EN – 4.000 USD
- 5B050600 Economics EN – 4.000 USD
- 5B050900 Finance EN – 4.000 USD
- 5B050700 Management EN – 4.000 USD
- 5B051100 Marketing EN – 3.000 USD
- 5B020200 International relations EN – 4.000 USD

# UPON ARRIVAL



› When you arrive in Kazakhstan you will need to register with the police office within 5 days, including the weekend. Please note that Saturday and Sunday are days off, and you will need to plan your schedule accordingly. Further instructions and assistance on required documents and location of the police registration will be given in our office.

During the first 3 days you would also need to complete a Health Inspection, which includes:

- HIV test
- Lungs X-ray

Health Certificate is compulsory and is required by the Migration office.

Full time International Students: After you have registered with the Migration office and the police you will need to gather documents to finish your University enrollment process.

The University needs your Nostrification – a document of recognition of foreign Diplomas in Kazakhstan. For the Nostrification the following documents are required to be certified by the Kazakhstan notary:

- Passport copy translated into Kazakh/Russian and certified by a notary – 2 copies;
- Photos (3cm by 4 cm) 8pcs;
- Diploma or School Certificate translated into Kazakh/Russian and certified by a notary – 2 copies;
- A copy of transcript translated into Kazakh/Russian and certified by a notary – 2 copies;
- If you are applying after university or college: A copy of the Apostle (The document that verifies the existence of the educational institution where applicant graduated from) translated into Kazakh/Russian and certified by a notary – 2 copies;



# UPON ARRIVAL

- If you are applying after high school: a document confirming that you have graduated from your high school translated into Kazakh/Russian and certified by a notary – 2 copies;
- Temporary PIN (Personal Identification number/Tax document) the applicant can take it from the Tax Committee of the Republic of Kazakhstan - 2 copies;
- The verification of the completion of the Secondary School education - 2 copies;
- The receipt of payment for the amount of 50% of the annual fee.

Note: All documents should be in 2 copies. 1 copy goes to a Local Government (CON) and 1 copy goes to the admission.

Exchange students only need to complete a Health Inspection upon arrival.

# HEALTH INSURANCE & ACCOMMODATION



> It is recommended for exchange students to have a Health Insurance which is valid in Kazakhstan, in other cases health service might be for a charge in local hospitals.

## ACCOMMODATION

### On-Campus Housing

University offers shared rooms for all International students in its campus with public bathrooms, internet, gym, study rooms, canteen.

Monthly fees: 50 600 KZT (approx. 150\$) per person.

This fee includes dinner. Breakfast and lunch are not included in the fee; however you can purchase them in the canteen. One meal costs 550 tenge, which is about 1.5\$.

### Off-Campus Housing

You can always rent a house/apartment in town. Monthly rents typically begin from 65000 (350-400\$) for a flat (note that you can also share, to save your money and get a good company). It is recommended that you arrive as early as possible to allow yourself time to search for suitable accommodations. Remember that university is not responsible for your off-campus housing. You can look at the following web site to assist with your search: <http://krisha.kz/>

# MOBILE PHONE OPERATORS & MONEY



› One of the first things you may want to do when you arrive in Kazakhstan is call home. If you are bringing your phone with you, you should check that the technology and handset are supported by mobile networks in Kazakhstan. Most phones here are connected to GSM networks.

The following telecommunications provider websites provide detailed information on products and plans available:

<http://activ.kz/en/>

<http://www.tele2.kz/>

<http://www.beeline.kz/>

<http://www.altel.kz/>

You can buy a SIM card in the nearest APORT MALL. We will be happy to explain how to get there.

The unit of Kazakhstan currency is tenge (KZT). The exchange rate for the Kazakhstani tenge fluctuates, depending on the foreign exchange market. You can check the current rate on an on-line currency converter. (e.g. <http://www.oanda.com/currency/converter/>) You can exchange money at the airport, and also by arrival at the university accommodation in the nearest APORT MALL. It is strongly recommended that you bring US currency with you, not your home country currency.

Public transportation

Fee: 100 KZT. No cards accepted, cash only.

Taxi

Average 400-800 KZT depending on the destination.

# REGISTRATION FOR CLASSES



## > STUDENT ID

To complete the enrollment process, after you have gathered all the necessary documents, you will need to go to the Students Office. There you will be given your Student ID.

## INTERNET

You will need to go the Students office, fill the application, and get the Individual code (IC). Visit the IT center with IC and get your Username and Password there to connect the university Wi-Fi.

## REGISTERING FOR CLASSES

Your faculty/department is responsible for your registration. Head of your department will instruct you individually upon arrival. You do not need to register in advance, only choose classes you would like to attend in your course list sent you via email.

# CONTACT INFORMATION



## Department of Foreign Affairs and Academic Mobility

> Director – Ramis Akhmedov ([ramis.akhmedov@sdu.edu.kz](mailto:ramis.akhmedov@sdu.edu.kz))  
Expert – Bagdad Kydyrgozha ([bagdad.kydyrgozha@sdu.edu.kz](mailto:bagdad.kydyrgozha@sdu.edu.kz))

Manager – Akhayeva Aizhamal ([aizhamal.akhaeva@sdu.edu.kz](mailto:aizhamal.akhaeva@sdu.edu.kz))  
Expert – Levent Uysal ([levent.uysal@sdu.edu.kz](mailto:levent.uysal@sdu.edu.kz))

E-mail: [dfa@sdu.edu.kz](mailto:dfa@sdu.edu.kz) | Phone: +7 727 3079565 Ext.: 233 | Fax: +7 727 3079558  
1/1 Abylai Khan St Kaskelen, Almaty, Kazakhstan, 040900

These numbers are for use by International students who have an emergency situation that occurs outside the normal hours of operation of the Department of Foreign Affairs. **Emergency Contact Numbers: +7 707 4343934** Please use these numbers for emergencies only!

Hours of operation  
Monday – Friday: 9.00 AM to 18.00 PM.

## GETTING HERE



› If you do not want to use the pickup service here are ways to travel to the university. Be aware that you have to pay in tenge. Bus fare is 80 tenge (0.25 USD), and a mini bus fare to the university is 100 tenge (0.30 USD). Taxi fares vary.

If you arrive by a plane:

There are a lot of taxis at the airport. The fee from the airport to the university should be around 5000 tenge (15 USD).

Bus routes:

You can also take a bus from the airport. Be aware that you will have to take more than one bus.

Route 1. First, take the bus number 92 from the airport. Get out at the “Panfilova” stop. From there take either the bus number 7 or 50. Get out at the “Sairan” stop. From there you would have to walk to the Utegen Batyra Street and turn right. There are mini buses (number 345) that go to SDU from there.

Route 2. Exit the airport and walk for about 300 meters along the “Mailina” street in the west direction. Take a number 106 bus. Get out at the “Sairan” stop. The rest is the same as in Route 1.

If you arrive by a train:

Taxi fee from “Almaty 1” station to SDU should be around 4000 tenge (12 USD). From “Almaty 2” train station the fee should be around 2000 tenge (6 USD).

Bus routes: if you arrive at the station “Almaty 1” take bus number 72. Get out at the “Utegen Batyra” stop. Cross the street and walk in the south direction until Tole bi Street. There are mini buses (number 345) that go to SDU from there.

If you arrive at the station “Almaty 2” take bus number 7. Get out at the “Utegen Batyra” stop. Cross the street and walk in the south direction until Tole bi Street. There are mini buses (number 345) that go to SDU from there.

If you arrive by a bus:

The taxi fee to SDU from “Sairan” bus station should be around 1200 tenge (3.6 USD).

Bus routes: when you arrive to the “Sairan” bus station, exit the station and cross the street. Turn right at the “Utegen Batyra” street. There are mini buses (number 345) that go to SDU from there. An application “2gis” is helpful to keep track of your location (it offers offline maps as well).

## BASIC EXPRESSIONS



Hello – Hi Сәлеметсіз бе? – [Salemetsiz be]  
Good Morning! – Қайырлы таң! – [Kaiyrly tan]  
Good evening – Қайырлы кеш! – [Kaiyrly kesh]  
Good bye! – Сау болыңыз! – [Say boliniz]  
Excuse me/Sorry., - Кешіріңіз... - [Keshiriniz]  
Thank you – Рахмет – [Rahmet]  
Yes - Иә – [Iya]  
No – Жоқ – [Zhok]  
Could you please help me...? – Көмектесіп жібересіз бе? – [Komektesip zhiberesiz be?]  
I'm looking for... - Мен... іздеп жүрмін – [Men...izdep zhurmin]  
How can I get ... (somewhere)? - ... қалай жетсем болады? – [... kalai zhetsem boladi?]  
Where is ...office? - ...Бөлім қай жерде? – [... bolim kai zherde?]

I need to make a phone call – Мен телефон соғуым керек – [Men telefon soguim kerek]  
Could you take me to Kaskelen – Мені Қаскеленге жеткізіп саласыз ба? – [Meni Kaskelenge zhetkizip salasiz ba?]  
I need to go to Suleyman Demirel University – Сулейман Демирел Университетіне баруым керек – [Suleyman Demirel Universitetine baruim kerek]  
Is there a pharmacy/hospital/shop nearby? – Жақын жерде дәріхана/аурухана/дүкен бар ма? – [Zhakin zherde darihana/auruhana/duken bar ma?]