**FOREIGN NATIONAL INSTRUCTOR PERMIT OBTAINING PROCESS**

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| **Workflow Steps** | **Responsible** |
| Initiation of the Employment Process for Foreign Instructor with Permit ApprovalApplication for permission to the Ministry of Labor for Foreign Instructor with YÖK approvalInitiation of the Permission Process via Official Letter and System from the Council of Higher EducationApproval of Wages and Working Hours with Relevant DecisionsEvaluation of Application DocumentsSubmission of Application Documents of Foreign National Personnel to Human ResourcesRequesting Foreign National Personnel Planned to be Employed through the Relevant Unit | Relevant Dean's Office/Directorate/DepartmentRelevant Dean's Office/Directorate/Department Foreign National Evaluation CommitteeUniversity Board of DirectorsBoard of Trustees DecisionHuman Resources DirectorateHuman Resources DirectorateHuman Resources Directorate |