

## KEEP IN MIND THAT

- You need to inform authorities about changes in your employment status in thirty days.
- You need to inform authorities about your income, movable and immovable properties in thirty days.
- You need to inform authorities about changes in your address, identity information and marital status in twenty days.

## UNHCR REFUGEE STATUS DETERMINATION PROCEDURE

### APPLICATION

- You can make your asylum application to UNHCR Ankara or UNHCR's partners in provinces (branches of Association for Solidarity with Asylum Seekers and Migrants - ASAM and Human Resource Development Foundation - HRDF) in oral or written form.

### REGISTRATION

- You need to register at the UNHCR through personal application at the Ankara office of Association for Solidarity with Asylum Seekers and Migrants (ASAM).
- You can present all the documents supporting your asylum application during registration and/or status determination interview. Copies of the documents you presented will be taken to be kept in your file and the originals will be given back to you.
- Following the registration meeting, an asylum-seeker document, bearing the UNHCR case number, will be provided to you.

### REFUGEE STATUS DETERMINATION INTERVIEW

- You will be invited for an interview to determine your refugee status by the UNHCR. Your interview will be conducted by UNHCR officials at a date that will be determined by the UNHCR.
- Please take all documents that support your claim for a refugee status with you to the interview.
- KAOS GL Association in Ankara provides legal support to LGBTI asylum seekers during the asylum application process both in front of the UNHCR building and Provincial Migration Management Directorate. In other provinces, social support can be provided through local networks.
- If there is any change in your contact information, please inform the UNHCR or UNHCR's partners.

## DECISION

- There is no fixed timeline when the decisions will be made following the status determination interview.
- You can learn the decision following the interview at the UNHCR's website (<http://results.unhcr.org.tr>). You may also apply to UNHCR's partners.
- If the decision is positive, a refugee document will be issued by the UNHCR.

## NEGATIVE DECISION

- If the decision is negative, the UNCHR sends a «rejection letter» explaining the reasons for the rejection of your application. The decision can be appealed in 30 days. The decision to be made following the appeal is final.
- You can apply to Refugee Rights Center (Mülteci Hakları Merkezi) for legal assistance to appeal against negative decisions.
- A negative decision by the UNHCR will not affect your rights under the Turkish legislation on international protection.

## FOR DETAILED INFORMATION ON THE LAW ON FOREIGNERS AND INTERNATIONAL PROTECTION NO. 6548, PLEASE VISIT:

[http://www.goc.gov.tr/files/files/goc\\_kanun.pdf](http://www.goc.gov.tr/files/files/goc_kanun.pdf)

## CONTACT INFORMATION OF RELATED AGENCIES

### MIGRATION MANAGEMENT PROVINCIAL DIRECTORATE IN ANKARA

Hoşdere Cad. No: 144 Çankaya / Ankara  
E-mail: [ankara@goc.gov.tr](mailto:ankara@goc.gov.tr)  
Phone: +90 312 439 40 40  
Phone: +90 312 440 33 48  
ADDRESSES OF OTHER PROVINCIAL MIGRATION MANAGEMENT DIRECTORATES  
[http://www.goc.gov.tr/icerik3/tasra-teskilati\\_273\\_274\\_283](http://www.goc.gov.tr/icerik3/tasra-teskilati_273_274_283)

### UNHCR ANKARA OFFICE

Sancak Mahallesi, Tiflis Caddesi, 552. Sokak, No:3, 06550 Çankaya / Ankara  
Tel: +90 312 409 70 00  
Fax: +90 312 441 21 73  
Website: <http://www.unhcr.org.tr>

### SGDD (ASAM)

Aşağı Dikmen Mahallesi Galip Erdem Caddesi No: 42 Çankaya / Ankara  
Tel : + 90 312 427 55 83  
E-mail: [sgdd@sgdd.org.tr](mailto:sgdd@sgdd.org.tr)  
Website: [www.sgdd.org.tr](http://www.sgdd.org.tr)

### İKGV (HRDF)

Yeniçarşı Cad. No: 34 Beyoğlu / İstanbul  
Tél: +90 212 293 1605  
E-mail: [ikgv@ikgv.org](mailto:ikgv@ikgv.org)  
Site Web: <http://www.ikgv.org>

### KAOS GL

Gazi Mustafa Kemal Bulvarı 29/12 06440 Kızılay Çankaya / Ankara  
Tél: +90 312 230 03 58  
E-mail: [bilgi@kaosgldernegi.org](mailto:bilgi@kaosgldernegi.org)  
Site Web: <http://www.kaosgldernegi.org>

### REFUGEE RIGHTS CENTER

Dr. Refik Saydam Cad. Dilber Apt. No: 39 Daire: 11 Kat: 4 Şişhane, Beyoğlu - İstanbul  
Tél: +90 212 292 48 30  
Faks: +90 212 292 48 33  
E-mail: [info@mhd.org.tr](mailto:info@mhd.org.tr)  
Site Web: [www.mhd.org.tr](http://www.mhd.org.tr)

## ASYLUM PROCEDURE IN TURKEY

### The following information is not applicable for Syrians!

- If you come to Turkey to apply for asylum, you need to file an application at the public offices of the Republic of Turkey to be eligible for international protection. The application to be filed at the provincial governor's offices will provide you legal status, as well access to rights and services. International protection procedures in Turkey are regulated with the Law on Foreigners and International Protection no. 6458.
- You can also apply to United Nations High Commissioner for Refugees (UNCHR) for international protection, in addition to your application to the public offices of the Republic of Turkey. The application to be filed at the UNHCR is required for initiating the procedures such as settlement in a third country.

MIGRANT SOLIDARITY NETWORK – ANKARA

2016

## PROCEDURE FOR THE DETERMINATION OF INTERNATIONAL PROTECTION STATUS IN THE REPUBLIC OF TURKEY

The Law on Foreigners and International Protection stipulates three different types of international protection. These are:

- **Refugee:** Applicable to people coming from European countries to apply for asylum.
- **Conditional refugee:** Applicable to people coming from countries outside Europe to apply for asylum.
- **Subsidiary protection:** Applicable for people who cannot be considered a refugee or conditional refugee, but will be sentenced to death or face torture or inhuman or degrading treatment or punishment or serious threat due to general and indiscriminate violence, if returned to country of origin or residence.

### APPLICATION

- International protection applications are made to the Provincial Migration Management Directorates at the governor's offices in Turkey. If you file an application within the country or to the security personnel at the border, your application will be immediately sent to the governor's office and to the Provincial Migration Management Directorate of the related province.
- You can file the application on behalf of your family but in this case, the consent of adult family members is required.
- When you file your application for international application at the related authorities, you will not be subject to any criminal action for your irregular entry into Turkey or for your irregular stay in Turkey.
- If you or any family member has any special need or urgent medical problem, please inform the related authorities during your application.
- You have the right to demand free translation services during registration and interview.

### RESIDENCE

- Following your application, you have to reside in one of the 62 provinces determined by the General Directorate of Migration Management.
- If you want to reside in a city other than the one you are registered, you need to inform the officials of Provincial Migration Management Directorate, explaining the reasons.
- If you want to reside in a city other than the 62 cities determined, inform the officials regarding your request during registration, explaining the reasons.
- You have to comply with the reporting requirement, which is a signature requirement to be fulfilled in certain intervals, set by the Provincial Migration Management Directorate of the city you reside in.

### REGISTRATION

- During the registration of your application, separate registration forms will be filled for you and adult members of your family and your fingerprints and photographs will be taken.
- The information you provided during registration shall be read back to you. Please inform the authorities if there is any missing information. A copy of the registration form bearing your signature will be provided to you.
- You can present all documents supporting your international protection application during registration and/or interview. Copies of the documents you presented will be taken to be kept in your file and the originals will be given back to you. At the end of the registration meeting, an International Protection Applicant Registration Document containing your credentials and foreigner identification number, will be provided to you. The registration document is free of charge and allows you to stay in Turkey.
- When the registration proceedings are complete, a briefing document with regard to your rights and obligations in Turkey, in a language you understand, will be provided to you.

### YOUR APPLICATION CAN BE CONSIDERED INVALID IF YOU:

- fail to attend your interview three consecutive times, without an excuse,
- fail to go to the province determined for your residence,
- fail to comply with the reporting requirement three consecutive times, without an excuse,
- leave the province of residence without permission,
- do not allow officials to get your personal information,
- fail to comply with your obligations during registration and interview.

### INTERVIEW

- Information about the date of your interview will be provided to you during registration.
- Your interview will be held individually at places that meet the requirements of confidentiality. Your lawyer may accompany you, at your request.
- A report will be issued at the end of each interview and a copy of the report will be provided to you.
- You may be invited for additional interviews if deemed necessary.

### INTERNATIONAL PROTECTION APPLICANT IDENTIFICATION CARD

- When your interview is held, you will be provided an International Protection Applicant Identification Card bearing your foreigner identification number, for you and the family members that accompanied you, which states that you have filed an application for international protection. The card is valid for six months. The identification card is free of charge and considered a residence permit during your application proceedings.

### DECISION

- Your application will be finalized in six months at the latest, as of the date of your registration. Decisions are made on a personal basis. Only your application on behalf of your family will be considered a whole and the decision will apply to the whole family. You or your legal representative will be notified about the decision. In case of delay, you will be notified.

### ADMINISTRATIVE REVIEW AND JUDICIAL APPEAL

- If the decision is negative, you can appeal the decision at the International Protection Review Commission administratively in ten days and/or at the administrative court in thirty days following the notification of the decision. If you demand only an administrative review against the decision and if the Commission makes a negative decision regarding your application, you can appeal the decision at the administrative court in thirty days following the notification of the decision.
- You will be allowed to reside in Turkey during the appeal procedures.
- If you cannot afford legal counselling, you can apply to the bar associations to demand legal assistance.

### INTERNATIONAL PROTECTION STATUS BENEFICIARY IDENTIFICATION DOCUMENT

- If the decision regarding your application is positive, an identification document bearing your foreigner identification number will be issued, which will be valid for three years in case of refugee status or one year in case of conditional refugee or subsidiary protection status. The document is free of charge and will be valid as residence permit.

### MAIN RIGHTS

- You cannot be sent to a place where you will be subject to torture, inhuman or degrading punishment or treatment or where your life or freedom will be endangered due to your race, religion, nationality, membership to a certain social group or political opinions.
- As soon as you file your application, you can benefit from primary and secondary education services free of charge.
- As soon as you file your application, you can benefit from health services free of charge under the General Health Insurance, if you are unable to afford them.
- If you need social assistance and services, you can apply to Social Assistance and Solidarity Foundations operating under governor's offices.
- You can apply to Ministry of Labour and Social Security through an employer to get a work permit, six months after the date of your application.