

FLOWCHART OF THESIS MASTER'S PROGRAM

COURSE PERIOD

At least seven courses + Seminar Course
Minimum 21 credits (60 ECTS)

APPOINTING AN ADVISOR

The head of the department is appointed as an advisor until the thesis advisor is appointed. At the beginning of the first semester, the department determines the thesis advisor and notifies the Institute within two weeks at the latest after the final registration deadline specified in the academic calendar. The appointment of the advisor is finalized with the approval of the Board of Directors of the Institute.

Thesis Advisor Appointment Form (HOD)

THESIS TOPIC AND TITLE

The proposed thesis topic and title are evaluated by the academic board of the department and notified to the Institute by the department chair until the end of the second semester at the latest after the ethics committee approval is obtained for the studies requiring ethics committee approval. The topic and title of thesis are finalized with the decision of the Board of Directors of the Institute. Students whose subject is accepted are required to create their ORCID records from the YÖK thesis data entry screen.

Setting Subject and Title of the Thesis Form (A)

SEMINAR

The seminar course is held in the second or third semester. In case of more than one seminar, each of them is given in consecutive semesters. The semester in which the seminar course will be held is specified in the course plan. The presentation announcement form must be completed before the seminar presentation is made. The seminar should be announced by hanging this form in certain places in the university

-Seminar Announcement Form (S)
-Seminar Evaluation Form (A)

Have the courses been completed with a GPA of 2.5/4.0?

Students who cannot successfully complete their courses with credits and seminar until the end of the fourth semester are dismissed.

THESIS PHASE

Minimum two and maximum four semesters
Thesis Study-I + Thesis Study II + specialization area courses (60 ECTS)
The publication/poster presentation requirement of the Institute must be fulfilled.

Is the publication/poster presentation requirement of the Institute met?

The thesis defense exam is held in the sixth semester at the latest. Students who do not meet the publication/poster requirement until this date are dismissed.

PROPOSING A JURY MEMBER FOR THE THESIS DEFENSE EXAM

The student who meets the publication/poster requirement applies to the department with a petition to take the thesis defense exam. The thesis book is presented to the advisor before the defense exam. If correction is requested at the end of the exam, the corrected thesis is submitted to the advisor within the period specified in the Postgraduate Education Regulations of the Institute. Together with the opinion that the thesis is defensible and in accordance with the writing rules of the Institute, the advisor sends copies of the thesis, and planned date and location of the defense exam to the Institute through the department chair

Thesis Book Submission and Jury Recommendation Forms of the Institute (A)

DETERMINING JURY MEMBERS FOR THESIS DEFENSE EXAM

To apply for the thesis exam, the student submits the documents related to the publication/poster studies (articles, certificates of participation, abstracts, cover pages of the proceedings booklets, etc.) to the department where he or she is studying. Jury members recommended by the advisor, thesis, exam petition, publications/posters and date and location of the exam are notified to the Institute with the decision of academic board of the department. The thesis exam jury is determined by the proposal of the department chair and the decision of the Board of Directors of the Institute. Thesis exam jury consist of three or five faculty members including the advisor. At least one of them must be from outside the institution. If the jury consists of three faculty members, the second advisor cannot be a member of the jury.

PLAGIARISM REPORT AND JURY MEMBER ASSIGNMENT

A plagiarism report of the thesis is taken by the Institute. Thesis with a plagiarism rate below 30% is processed by the Board of Directors of the Institute to determine the jury members, and date and location of the thesis defense exam. Jury assignment letters, thesis converted to PDF format and the other required documents of the Institute are sent to the jury members.

1. Thesis Defense Exam Request Form (S, A)
2. Written Report (A)

THESIS DEFENCE EXAM

The exam consists of thesis presentation, and questions and answers sections. After the completion of the thesis exam, the jury decides to accept, reject, or correct the thesis by absolute majority. The Institute is informed about the decision by the chair of the department with a written report within three days following the thesis exam.

The student whose thesis has been decided to be corrected re-define it in front of the same jury within maximum three months. At the end of this defense, the student who is found unsuccessful and whose thesis is not accepted is dismissed from the Institute.



Thesis Defense Exam Result



The student who does not meet the publication / poster requirement until the application dates of the thesis defense exam in the sixth period at the latest are dismissed from the Institute.



SUBMISSION OF THESIS AND GRADUATION

Two copies of the thesis, written in accordance with the thesis writing rules, must be submitted to the institute within one month from the date of entry to the thesis exam. Upon request, the Board of Directors of the Institute may extend the submission period for a maximum of one month. Students who do not fulfill these requirements cannot receive their diplomas and benefit from student rights until they fulfill the requirements and will be dismissed if their maximum period expires.

Thesis Submission Form Example

Abbreviations:

S: Student
A: Advisor
HOD: Head of Department

