

## **MATTERS TO BE CONSIDERED IN THE SUBMISSION OF THESES THAT ARE FOUND SUCCESSFUL AFTER THESIS DEFENCE**

- ✓ The minutes of the thesis defence and the thesis evaluation forms of the juries must be sent to our institute with a cover letter of the department within 3 days.
- ✓ After the student whose thesis is accepted by the jury members completes his/her thesis at <http://tys.harran.edu.tr>, he/she will send his/her thesis to the approval of the institute from the tys system and wait for the approval of printing.
- ✓ <http://tys.harran.edu.tr> our graduate students who receive the approval of the Graduate School can proceed to the printing stage.
- ✓ At least 3 copies for Master's theses and at least 3 copies for PhD theses, which are approved to be printed by our Graduate School, must be submitted to our Graduate School with the requested documents. If the thesis defence jury members request a printed thesis, the number of jury members can be increased by the number of jury members. The front cover side and spine side of the thesis booklets should not be forgotten.

## **DOCUMENTS REQUIRED WITH THESES**

- ✓ **One "Thesis Data Entry Form" ("Veri Giriş Formu") must be added to the last page of the thesis.**

It will be obtained by logging in to the YÖK National Thesis Centre (<https://tez.yok.gov.tr/UlusalTezMerkezi/>). ORCID number must be included in the thesis data entry form.

- ✓ *2 CDs (DVDs are not accepted) The thesis to be sent on CD or to the e-mail address determined by the institute*

The thesis files prepared in PDF format on the CD should not contain the thesis approval page, the CV of the student or any personal data belonging to anyone. (Format the CD before uploading to the CD, otherwise your thesis may not be uploaded)

**Foreign students** are required to fill in the Turkey Graduates Information Form by registering at <https://www.turkiyemezunlari.gov.tr/auth/login/> and submit the printouts to the Graduate School.