WHAT TO DO AFTER SUCCESFULL THESIS DEFENCE?

I. CRICITAL NOTES (Plase read carefully)

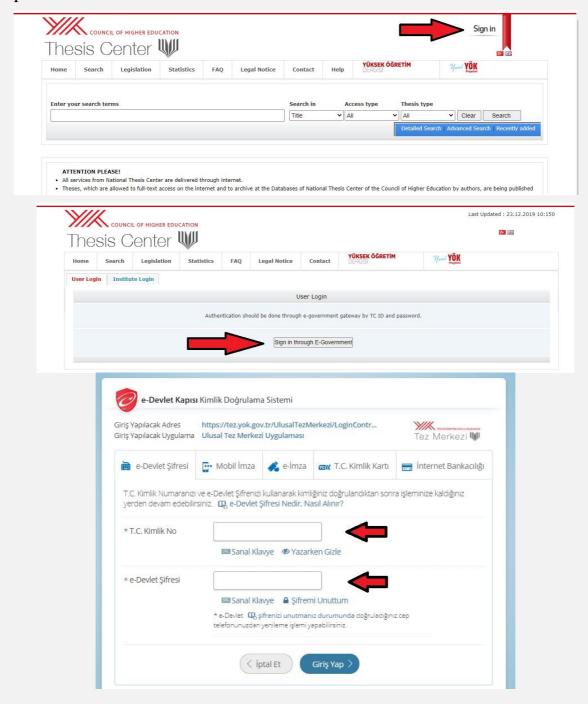
- 1. Please make sure that Thesis Defense Report (8BI for Master's Programs, 8BII for PH. D Programs) is sent to the Institute by your department in 3 days.
- 2. The thesis approved by the thesis committee should be taken to the person in charge again at GS in order to be reevaluated for structure and similarity before getting it binded. The thesis satisfying the GS criteria and approved by the thesis supervisor can be binded.
- 3. The minimum required number of binded thesis is five (5). It could be more if wished.
- 4. One copy of binded thesis is to be submitted to the Institute in a month after the defense date. This period can be extended for one more month if the student requests (*In accordance with 32/7. and 41/6. articles of Çankaya University Rules and Regulations Governing Graduate Studies*). If thesis is not submitted within this period, student cannot benefit from student rights and WILL BE DISMISSED if maximum study period is exceeded.

II. WHAT IS GOING TO BE HANDED IN TO GSSS

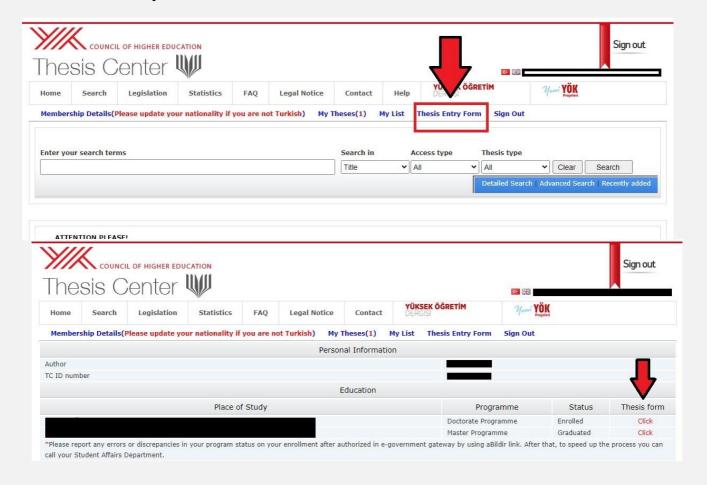
- 1. One hard copy of the binded thesis with the original signatures of the thesis committee members on the approval page and the original signature of the student on the declaration page. In all signatures, <u>blue pen</u> must be used. Otherwise, thesis will not be accepted.
- 2. One copy of the filled "**Thesis Entry Form**" with the student's original signature on each of them. (*Please look at pages 3-4 to learn how to fill thesis entry form*)
- 3. Two CDs including thesis in PDF format and written on Reference Number of The Thesis (From YOK Page), Name of The Thesis, Student Name-Surname and ID Number. (Please look at page 5 to learn how to prepare CD's)
- 4. Similarity Check Report for Graduate Thesis (Signed by the advisor and the thesis specialist. (Form 7B). The relevant form can be accessed from http://www.lee.cankaya.edu.tr/formlar/
- 5. The printout of the first and last pages of the Turnitin Report signed by the thesis supervisor.
- 6. Signed printout of Thesis Archive and Open Access Permission Form (Form 14B). The relevant form can be accessed from http://www.lee.cankaya.edu.tr/formlar/

HOW TO FILL THESIS ENTRY FORM?

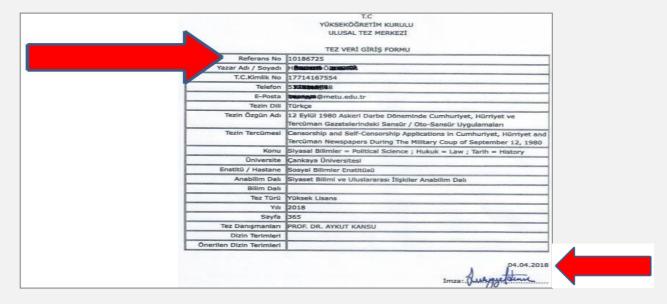
1. One can click 'Sign in' button at https://tez.yok.gov.tr/UlusalTezMerkezi/giris.jsp and then select 'Sign in through E-Government'. Login with TR number and E-government password.



2. Thesis Entry Form" and then "Thesis Form" is selected and filled.



3. Please get three copies of "Thesis Entry Form" and it is mandatory to sign all three copies in blue. (Photocopy of signed "Thesis Entry Form" is not accepted by GS.)



PREPARING CD (2 pieces)

1) The thesis approved by the GS is to be saved in pdf format including all signed signature pages scanned in color.



- 2) The reference number, which is received from YOK web page, should be name of the pdf file. (for example: 10186725)
- 3) The following information should be written with permanent marker on 2 CDs:
 - Reference Number of The Thesis (Obtained from YOK Web Page)
 - Name of The Thesis
 - Student Name, Surname and ID Number
 - Name of the Graduated Program