

WHAT TO DO BEFORE THESIS DEFENSE

- Fill in “**Authorization Request to Schedule Thesis Jury**” Form (5B) (*available at the web page of “Graduate School (GS)”*) together with thesis supervisor in order to determine Thesis Committee Members and The Defense Date and give the form to your department.
- The Invitation Letters are prepared for the Thesis Committee Members and sent to jury members through e-mail by the Institute.
- The thesis is sent by the student via email to the relevant thesis specialist (sbetez@cankaya.edu.tr for programs related to social sciences, fbetez@cankaya.edu.tr for programs related to natural sciences). The thesis specialist reviews the thesis for similarity percentage using the Turnitin Software and checks its structure, then sends the result to the student via email. The student shares the thesis similarity report with their thesis advisor.
- If your thesis is found to be eligible in terms of Similarity and Format, please deliver one copy of your thesis to each thesis committee member at least 15 days before the defense date of your thesis.

NOTE: Some of those students who will defend their thesis prepare “Jury Approval Page” before the defense in order to get it signed by jury members right after the defense. In this case, Jury Approval Page is not checked by Thesis Specialist and may not be prepared according to required format. To avoid these problems, a formatted Jury Approval Page is prepared and uploaded in Institute web site. Students are advised to use this form and get it checked by Thesis Specialist before it is signed by Jury members.