*This form should be used if a new thesis is proposed. If there is a change in the Subject/Title/Supervisor/Co-supervisor of the ongoing thesis, please use other relevant forms.*

*Please fill in the form completely and submit the Printed Copy, which has the approval of the Department Chair to the Institute of Graduate Studies and Research (IGSR). Incomplete application forms will be returned to the Department. The Institute of Graduate Studies and Research will finalize the application.*

**Part I. Student & Thesis Information [To be completed by the Supervisor]**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Student No. |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |

 | Student’s Name |  |
| Department |  |
| Starting Time of the Thesis |
| Academic Year | 20y y y y - 20y y y y | Semester | [ ] Fall | [ ] Spring |
| Title of the Thesis |  |
| Major Field of Study |  |
| Minor Field of Study |  |
| Summary of the Proposal |  |

|  |
| --- |
| **Laboratory /Studio Work Required, if any** |
| Laboratory/Studio Name | Description of the Lab/Studio Work |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |

|  |
| --- |
| **Equipment, Software and Lab Material Requirements***Please specify the method for satisfying your requirement if your answer is "not available".* |
| 1 |  | [ ] Available | [ ] Not Available |
| 2 |  | [ ] Available | [ ] Not Available |
| 3 |  | [ ] Available | [ ] Not Available |
| 4 |  | [ ] Available | [ ] Not Available |
| 5 |  | [ ] Available | [ ] Not Available |

|  |
| --- |
| **Other Requirements, if any** |
|  |

|  |
| --- |
| **Expected Publication upon completion of the Thesis Work***Check all that are applicable.* |
| [ ]  A paper published in an international periodical journal covered by the SCI, SSCI, AHCI, or Expanded SCI.[ ]  A paper published in a national and refereed journal.[ ]  A paper published in the proceedings of an international and refereed conference or symposium held regularly.[ ]  A paper published in the proceedings of a national and refereed conference or symposium held regularly.[ ]  Others (please specify): |

**Part II. Student's Approval**

I agree to take the above thesis as a part of my graduate study.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Student’s Name |  | Signature |  | Date |  |

**Part III. Student’s Declaration on Plagiarism and Student's Approval**

I am aware of the ‘Principles of Research Ethics’ as should be obeyed and I declare that the thesis that I will submit to the Institute of Graduate Studies and Research will be the result of my own independent work and that in all cases, material from the work of others will be fully cited and referenced as required by the academic rules and ethical conduct. I understand that if any kind of plagiarism is detected in my written work, the Institute will take the case to the ‘Disciplinary Committee’ for necessary action. I also agree to take the above thesis as a part of my graduate study.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Student’s Name |  | Signature |  | Date |  |

**Part IV. Supervisor’s and Co-Supervisor’s Approval**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| SupervisorTitle and Name |  | Signature |  | Date |  |
| Co-supervisorTitle and Name |  | Signature |  | Date |  |

**Part V. Evaluation of the Departmental Graduate Studies Committee \***

|  |  |  |
| --- | --- | --- |
| Committee MemberTitle and Name | Proposal | Signature |
| Member 1 (Chair) |  | [ ] Appropriate | [ ] Inappropriate |  |
| Member 2 |  | [ ] Appropriate | [ ] Inappropriate |  |
| Member 3 |  | [ ] Appropriate | [ ] Inappropriate |  |
| Member 4 |  | [ ] Appropriate | [ ] Inappropriate |  |
| Member 5 |  | [ ] Appropriate | [ ] Inappropriate |  |
| Date  |  | Evaluation Result | [ ] Appropriate | [ ] Inappropriate |

\* *Committee report should be attached if needed.*

**Part VI. Approval of the Department Chair**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Department ChairTitle and Name |  | Signature |  | Date |  |

*The Department should inform the Institute of Graduate Studies and Research by sending the approved form.*

**Part VII. Approval of the Institute of Graduate Studies and Research**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| IGSR DirectorTitle and Name | Prof. Dr. Ali Hakan Ulusoy | Signature |  | Date Received |  |
| Notes |  | System Check | [ ]  |