



THE REPUBLIC OF TÜRKİYE
TURKISH NATIONAL DEFENCE UNIVERSITY
ATATÜRK STRATEGIC STUDIES
AND GRADUATE INSTITUTE
GRADUATION PROCEDURES
FLOW CHART



Stage	Explanations	Form
Acceptance of Thesis	Record of the Thesis Defence Exam is submitted to the Institute.	
Thesis Data Entry	Data regarding the thesis is entered into YÖK (Council of Higher Education) National Thesis Centre. Two copies of Thesis Data Entry Form is printed and signed.	See tez.yok.gov.tr
Preparation of Thesis CD	<ul style="list-style-type: none">• The reference number provided in the Thesis Data Entry is taken as file name of the thesis file and this file with the reference number as file name is recorded on 3 CDs. (The file name for the thesis file shall be referansno.pdf and the file name for the appendixes shall be referansno.rar)• The file written into CDs includes Jury Approval Page with the names of the members of jury but without their signatures.	
Preparation of Printed Copies of the Thesis	<ul style="list-style-type: none">• Three (3) hard copies of the thesis is printed out. These hard copies shall include Jury Approval Page with the names and signatures of the members of the Jury.• The Student shall check their thesis in accordance with the Thesis Check List before submitting it to the Institute.	FORM-14
Thesis Submission Form	<ul style="list-style-type: none">• The Student shall print and fill in the Thesis Submission Form in 2 copies.	FORM-13
Submission of the Thesis to the Institute	The Student shall submit their thesis to the Institute 30 days at the latest following the Thesis Defence Exam. Otherwise, they are dismissed from the Institute.	
Returning the Student ID Card to the Institute	The Student graduates after the submission of the thesis and related forms to the Institute. The graduation date is the day when the thesis is submitted to the Institute.	

<p style="text-align: center;">↓</p> <p style="text-align: center;">Postponing the Full Access to the Graduate Theses</p> <p style="text-align: center;">↓</p>	<p>In accordance with the relevant legislation, the full and open access to the theses may be postponed for a period of six months at most. The theses in question are those which use new technics, materials, or methods, which has not yet converted in part as article or not yet protected by the methods such as patents or which include information and findings that, if shared online, may create an opportunity for unfair gain to third parties or institutions.</p>	
<p style="text-align: center;">Classified Theses</p>	<p>The decision to assign a confidentiality order is taken by the institution in which the graduate thesis is written. The theses in question are those which are prepared about safety, intelligence, defence, security, health, etc. regarding the national interest and/or security.</p>	