

# DOĞUŞ UNIVERSITY ASSOCIATE AND UNDERGRADUATE GRADUATION PROJECT-DIRECTED STUDY DIRECTIVE

(With Senate Decision No. 2025/05 dated 27.02.2025 and Board of Trustees Decision No. 2025/05 dated 27.02.2025

approved).

## Purpose, Scope, Basis and Definitions Purpose

ARTICLE 1 - (1) The purpose of this Directive is to regulate the procedures and principles regarding the preparation of graduation project, directed study courses in faculties, colleges, vocational schools and their departments or programs of Doğuş University.

**Scope** ARTICLE 2 - (1) This Directive covers the provisions regarding the preparation of Graduation Project-Directed Study course projects in faculties, colleges, vocational schools and their departments or programs affiliated to Doğuş University. **Basis**

ARTICLE 3 - (1) This Directive has been prepared based on the relevant articles of Doğuş University Associate and Undergraduate Education and Examination Regulations.

## Definitions

ARTICLE 4 - (1) In this Directive;

- a) Unit Faculty and college affiliated to the university,
- b) Study Capstone Project-Directed Studies,
- c) Coordinator: The faculty member/lecturer who is responsible for the course with the recommendation of the department/program, d) Dean: The dean of the relevant faculty of the university,
- e) Director The director of the relevant college of the university,
- f) Rector: The Rector of the University,
- g) University refers to Doğuş University.

## CHAPTER TWO General Principles Graduation Project-Directed Study

ARTICLE 5 - (1) Graduation project-directed study is the work that students enrolled in associate degree and undergraduate programs/departments must achieve in order to graduate.

(2) Studies are carried out under the supervision of the coordinator, with the responsibility of the student, on a theoretical or applied subject - to gain the ability to access information, use the information and prepare an independent report on a hypothesis or design. The study is written/prepared and presented within the framework of certain rules with the personal contribution of the student.

(3) At the end of the semester in which they enrolled, students who can graduate without taking into account summer teaching and single course exams can take study courses outside the curriculum period with the decision of the Faculty / School Board of Directors.

(4) Graduation Project-Directed Study courses are assigned to the head of the Department/Program during the curriculum period so that students can make a choice when no additional name is submitted. At the end of the add-drop period, the course is divided into sections according to the coordinators forwarded by the Department / Program Head.

## Appointment of a coordinator

ARTICLE 6 - (1) The appointment of a coordinator is made for each student who is enrolled in the course and whose Graduation Project-Directed Study Topic Suggestion Form (ANNEX-1) is approved, among the academic staff of the Department/Program, with the planning of the Department/Program Head considering the student's field of study/preference.

(2) Department/Program Heads submit the names of the coordinators of the projects for which the Proposal Form is approved to the relevant unit by the end of the add-drop dates specified in the Academic Calendar.

**Duties of the Coordinator** ARTICLE 7 - (1) The main duties of the Coordinator are as follows.

- a) To fulfill the duties/directions to be given by the Head of the Department/Program on Graduation Project-Directed Study.
- b) To guide the student in the planning, execution and presentation of the study.
- c) To meet regularly with students, to help solve problems, to examine the work draft prepared by the students and to make suggestions and recommendations.
- d) Making the syllabus of the study. In the monitoring activity, to evaluate the student's work performance on the assigned task according to the work schedule.
- e) When necessary, through the systems used by the University; informing and guiding students, making in-semester evaluations,
- f) To plan the subject schedule, submission schedule and the process of presentation of the submitted work to the jury,
- g) To be present at the presentation / oral / jury exams of the study.

### **Graduation Project-Determination of Directed Study Topic**

ARTICLE 8 - (1) The subject to be determined according to the field of study/preference of the student enrolled in the course and/or the study to be determined according to the general criteria to be submitted by the head of the Department/Program becomes valid with the acceptance of the coordinator and the approval of the head of the Department/Program.

(2) The study area/subjects and the appointed coordinators are announced by the Department / Program Heads on the "Announcements" section of the department's / program's web page until the course registration dates specified in the academic calendar at the latest.

(3) The student enrolled / to be enrolled in the course fills in the Graduation Project-Directed Study Subject Suggestion Form (**ANNEX-1**) according to the field of study he / she has determined among the announced fields / subjects and submits it to the Department / Program Head (signed via the official e-mail address and / or by hand).

(4) The studies approved by the Head of Department/Program and the coordinator are carried out in accordance with the Academic Calendar.

### **Preparation and Presentation of Studies**

ARTICLE 9 - (1) Department / Program Procedures and Principles for the details of the preparation of studies It is approved by the Faculty / Directorate Boards and announced on the web page of the department / program.

(2) Studies are prepared and presented according to the Procedures and Principles announced for the department/program within the framework of the Directive. Details such as the stages of the study, work schedule, evaluation criteria are clearly stated in the Procedures and Principles.

(3) Studies must be prepared in accordance with the Graduation Project-Directed Study Writing Guide (**Annex-2**).

(4) Before the presentation of the studies, a plagiarism report must be obtained by the coordinating instructor through plagiarism programs. The plagiarism rate of the studies should not exceed 30%. Studies exceeding this rate must be corrected. The corrected study must be received and the final plagiarism report must be attached to the study file.

(5) The study is prepared as at least 1 printed/text (may vary depending on the nature of the study) and 1 electronic copy (USB) on the announced dates and submitted to the coordinator in return for signature.

### **Establishment of Study Juries and Evaluation**

ARTICLE 10 - (1) The studies deemed suitable for presentation by the Coordinator are presented to the jury consisting of at least three people formed by the Department / Program Directorate on the dates specified in the Academic Calendar and recorded with a minute (**Annex -3**)

- (2) The studies are evaluated by the jury using the Jury Board Evaluation Form - Examination Minutes (**Annex-3**). The content (evaluation criteria) of the Evaluation Form - Examination Record is created by the Department / Program Directorate in accordance with the Appendix format.
- (3) Students who are unable to fulfill their obligations within the scope of the study, excluding attendance and exams (evaluations), are given a letter grade of (S) until the Deadline for Entry of Grades into the System specified in the Academic Calendar. These studies must be finalized within two weeks (15 days) from the end of the relevant final exams/project presentations. Studies that are not completed at the end of this period are given a letter grade of (F) by the course coordinator. The coordinator is obliged to complete the grade entry on the last day of the specified period.
- (4) The evaluation grade is calculated by averaging the grades given by the jury members individually.
- (5) Graduation Project-Directed Study presentations may be open to the audience.

### **PART THREE Miscellaneous and Final Provisions**

Cases where there is no provision

ARTICLE 11 - (1) In matters not provided in this Directive, the Faculty / School / Vocational School Board decisions of the Schools of Higher Education are applied.

Enforcement

ARTICLE 12 - (1) This Directive enters into force as of the date of its adoption by the Doğuş University Senate.

Execution

ARTICLE 13 - (1) The provisions of this Directive shall be executed by the Rector of Doğuş University.

### **APPENDICES**

ANNEX 1: Graduation Project-Directed Study Topic Suggestion Form

ANNEX 2: Graduation Project-Directed Study Writing Guide

ANNEX 3: Jury Committee Evaluation Form - Examination Minutes

**T.C.**

**DOGUS UNIVERSITY**

**\*\* FACULTY / COLLEGE \*\*\*\*\* DEPARTMENT/PROGRAM**

**Graduation Project-Directed Study Topic Suggestion Form**

...../...../.....

Subject : About Graduation Project-Directed Study Topic Suggestions

**RECOMMENDATION 1**

Field of Study/ Subject	
Scope:	
Students to Work on the Project	

Coordinator Instructor	
Name Surname	:

**RECOMMENDATION 2**

Field of Study/ Subject	
Scope:	
Students to Work on the Project	:

Coordinator Instructor	
Name Surname	:

### RECOMMENDATION 3

Field of Study/ Subject	
Scope:	
Students to Work on the Project	:
Coordinator Instructor	
Name Surname	:

#### Student(s) to work on the project

Name Surname

Student No

(Signature)

Coordinator Instructor

Name Surname

(Signature)

Head of Department/Program

Name Surname

(Signature)

NOTE: This form is prepared in 2 copies. It is submitted to the Head of Department/Program (signed via the official e-mail address and/or by hand).

T.C.

DOGUS UNIVERSITY

## Graduation Project-Directed Study Topic/Project Proposal Form

Field of Study/ Subject	
Scope:	
Students to Work on the Project	

Coordinator Instructor	
Name Surname	:

Turkish and English abstracts are expected to outline the project's (a) original merit, (b) methodology, (c) management, and (d) widespread impact. Each abstract should be limited to 600 words. It is recommended to write this section last.

<b>Project Summary</b>
<b>Keywords:</b>

**Title :**

### Summary

**Keywords:**

## **1. AUTHENTIC VALUE**

### **1.1. Importance of the Subject, Original Value of the Project and Research Question or Hypothesis**

The scope, boundaries and importance of the topic addressed in the project proposal are explained with qualitative or quantitative data as well as a critical evaluation of the literature.

The research question and, if any, the hypothesis or problem(s) addressed by the project are clearly presented.

### **1.2. Aims and Objectives**

The purpose and objectives of the project proposal are written in a clear, measurable, realistic and achievable manner during the project.

## **2. METHOD**

The methods and research techniques to be applied in the project (including data collection tools and analysis methods) are explained with reference to the relevant literature. It is demonstrated that the methods and techniques are suitable for achieving the aims and objectives envisaged in the project.

The methodology section should cover the research design, dependent and independent variables and statistical methods. If any preliminary studies or feasibility studies have been conducted in the project proposal, these are expected to be presented. Methods should be associated with work packages.



**Student(s) to work on the project**

Name Surname

Student No

(Signature)

Coordinator Instructor

Name Surname

(Signature)

Head of Department/Program

Name Surname

(Signature)

NOTE: This form is prepared in 2 copies. It is submitted to the Head of Department/Program (signed via the official e-mail address and/or by hand).

**T.C.**  
**DOGUS UNIVERSITY**

**COMPLETION PROJECT-DIRECTED STUDY**

**SPELLING GUIDE**

**INTRODUCTION**

It is very important for students to conduct research under the supervision of coordinators on professional issues related to the departments they are studying, based on all the knowledge and skills they have acquired during their education, in order to develop their conceptual analysis skills.

This guide has been prepared for Doğuş University students in order to specify the form and content rules to be followed in writing within the scope of the Directive. The target audience of the guide is the students who need to prepare a Graduation Project at the undergraduate level and a Directed Study at the associate degree level.

As a method in the preparation of the guidelines, the guidelines of various universities were reviewed and factors such as the problems encountered in practice and the level of education were taken into consideration.

In case of encountering issues that are not included in this guide, students are required to search for sources related to scientific research methods and seek the opinions of the coordinating instructor. Standardization should be ensured throughout the studies.

## **GENERAL FORMATTING AND SPELLING RULES**

### **1. PAPER, SOFTWARE TO BE USED, PAGE LAYOUT, FONT TYPE AND FONT SIZE**

- a) For the preparation of the work, double sides of A4 size first pulp white paper are used.
- b) The study text is prepared electronically with Ms Word 2003 and above. Excel or another program recommended by the coordinator can be used for tables, graphs and figures.
- c) The page structure is prepared with 2.5 cm margins on the top, bottom and right side and 4 cm margins on the left side.

The specified space frame is strictly adhered to.

- d) There is no general rule or pattern regarding how many pages the work should be. The number of pages should be as much as the content of the study requires. However, when time and resource factors

are taken into account, the graduation study is prepared in a volume of at **least 40 pages**, excluding the inner cover, abstract, table of contents, bibliography, appendices, summary pages.

- e) In the text of the study, lines should be written in "justified" format, 1.5 spacing, Times New Roman font and 12 pt. However, abbreviations, lists of tables, figures and symbols, names and explanations of tables and figures in the text must be single spaced. When it is desired to fit large and/or long charts on a single page, smaller font size than the text may be used only in the charts. However, this font size is applied consistently throughout the study.

## **2. LINE SPACING, PAGE NUMBERING, TYPEFACE LAYOUT**

- a) At the beginning of paragraphs, a paragraph indent (1.25 cm) is left to the left of the writing area.
- b) One line space is given between paragraphs.
- c) Sections always start on a new page. Headings and subheadings cannot be written as the last line of the page; if at least 2 more lines cannot be accommodated after the heading, the heading is moved to the next page.

In writing, a 1-stroke space is left between words and after punctuation marks.

- d) The pages of the preliminary part of the study, such as the text of the oath, abstract, table of contents, abbreviations, and figures and charts, if any, are numbered with small Roman numerals (i, ii, iii, ...), and the text and references part of the study starting with the introduction is numbered with normal numbers (1,2,3, ...) until the end of the appendices. Numbering starts from the inside cover; however, no number is shown on the inside cover page. The first page where numbers are shown is the "table of contents" page. The numbers are placed on the bottom edge of the pages and in the center. No characters such as dashes etc. are used before and after the page numbers.
- e) Normal numbers (1, 2, 3, ...) are used for numbering tables, figures, graphs, photographs, maps, etc. used in the study. The table/figure description consists of the table number and the table name. The first digit in the table/figure number is the section number and the second digit is the sequence

number of the table or figure in that section . The table/figure name gives brief information about what the table/figure is. The name of each table is written above the table and the name of each figure is written below the figure.

- f) Tables and figures should be placed as close as possible to where they are first mentioned in the text. One or more tables and figures may appear on the same page. Each figure, table, map, picture, etc. should be cited in the text.
- g) Each paragraph should summarize the point to be made and include a discussion of the topic. Ideas should be clear, simple and understandable, and expressions that are not understood or whose meaning is unknown should not be included. Depending on whether the study is an experimental or a literature review, the study should be prepared in sections to be separated in a certain order. Each chapter should have at least two main headings. Each main heading should include at least two subheadings.
- h) For punctuation and spelling rules, the Turkish Language Association Spelling Guide and Turkish Dictionary should be taken as basis.
- i) In narration, care should be taken not to use the third person pronoun and words such as "in our country".
- j) The main headings such as the text of the oath, dissertation exam minutes, abstract, table of contents, tables, figures, symbols, abbreviations, introduction, conclusion, references, appendices, etc. are written in capital letters and centered on the page. In Section Headings, the section number in the first line is written in capital letters and the section name in the bottom line is written in capital letters. Section names, first, second and third degree headings of the sections are written in bold.
- k) Headings under the section headings and in the text are written left justified. Of these, first degree headings are capitalized, and second and third degree headings are arranged so that the first letters of the words are capitalized. There are no headings in the fourth degree.
- l) Parenthetical note system is used for references. In the "References" section to be given at the end of the study, a full breakdown of the sources used is given and the names of the works are written in bold. m) Studies that have received the approval of the coordinator are submitted in bound form.

### **3. ORGANIZATION OF THE STUDY**

The study consists of three parts: the preliminary part, the text part and the final part.

The page order of these sections is shown in the table:

**Table 3.1: Sequencing and Numbering of the Chapters to be included in the Study**

MAIN SECTIONS	ORDER OF PAGES	PAGE NUMBERS
FRONT SECTION	Outer Cover	-
	Inside Cover	-
	Oath Text	The small Roman numeral begins with "i".
	SUMMARY	Denoted by the small Roman numeral "ii".
	TABLE OF CONTENTS	Denoted by the small Roman numeral "iii".
	LIST OF TABLES	It continues with a small Roman numeral.
	LIST OF FIGURES	It continues with a small Roman numeral.
	LIST OF ABBREVIATIONS	It continues with a small Roman numeral.
TEXT SECTION	INTRODUCTION SECTIONS CONCLUSION	Start with 1 and continue with 2,3,4,5... and so on.
LAST PART	SOURCES APPENDICES	

**Example of study content;**

- Outer Cover
- Inside Cover
- Oath text
- Abstract
- Table of Contents
- Table List
- List of Figures
- Abbreviations
- Introduction
- Purpose of the Study
- Importance of the Study
- Text of the Study (Chapters)

- Conclusion
- Source
- Attachments

## **RULES FOR THE FRONT PART**

### **3.1. OUTER COVER**

The blocks that should be included on the outer cover page are as follows:

- Names of the University, Faculty/School and Department/Program,
- The name of the study and, in the bottom line, the type of study,
- Name and surname of the preparer(s),
- Defended place (Istanbul) and year.

### **3.2. INNER COVER**

The page layout of the inner cover is the same as that of the outer cover. However, in addition to the information on the outer cover, the inner cover also includes the student number in the block with the student's name and surname, the Coordinator's Block is added to the page and the Coordinator's Block includes his/her name and surname along with his/her title, and there is an Approval Section under the Coordinator's Block.

### **3.3. OATH TEXT**

The following statement is included in the text of the oath

I hereby declare that the study titled ".....", which I have submitted as a Graduation Project-Directed Study, has been written by me in accordance with scientific ethics and traditions, that all of the works I have benefited from are cited in the references and that they have been cited where they are used in the study, and I confirm this with my honor.

Name and Surname  
Signature

### **3.4. EXAM MINUTES**

The examination report of the study shows the scoring related to the evaluation of the study. This report is signed by the jury and included in the copy of the graduation study to be submitted to the Head of the Department / Program.

### **3.5. SUMMARY**

The abstract is the section that describes the purpose, method, findings and conclusions of the study as simply as possible. References are not indicated in the abstract. The abstract is limited to one page.

### **3.6. TABLE OF CONTENTS**

In the Table of Contents, all sections of the study are indicated as headings in accordance with the sectionalization. The headings in this section are organized in accordance with the format of the relevant in-text sections.

On the table of contents page, section names are written centered and section titles and other section names are written left justified. Section names in the text section are written centered, and titles of other sections and chapters are written left justified. Section names, chapter names, first degree headings of the sections are written in bold, the others are written in normal boldness. The names belonging to the first-degree section headings are written in capital letters, and the subheadings are written with capitalized initial letters and arranged in a cascading manner. Section names are not numbered.

### **3.7. LISTS OF TABLES, FIGURES, DRAWINGS, PHOTOGRAPHS, GRAPHICS, SYMBOLS**

If tables, figures, pictures and similar explanatory or documentary information are used in the graduation study, the lists of these are indicated with titles such as "LIST OF TABLES", "LIST OF FIGURES", etc. and the number of the pages on which they are located.

### **3.8. ABBREVIATIONS**

Abbreviations are used for some institutions and concepts that are frequently mentioned in the study. In the first abbreviation of an institution or concept name, the abbreviation is indicated in parentheses after the



name of the institution or concept is written. When the same institution or concept name is repeated, only the abbreviation is used. If no abbreviation is used, this section is not included in the study.

### **3.9. TEXT SECTION**

#### **INTRODUCTION**

The introduction is the first element of the text. For this reason, the pages of the text of the dissertation are numbered with normal numbers (1,2,3,...) starting from the "Introduction".

In the introduction section, the reasons that make the study compulsory, the purpose of the study and the target group, the method followed in the preparation of the study are stated. The introduction is concluded by summarizing each chapter. Figures, tables, etc. are not included in the introduction.

#### **SECTIONS**

The part between the Introduction and Conclusion is the main text.

Following the introduction are the chapters of the main text. In the chapters, depending on the level of detail required, the information and explanations that will lead the study to a conclusion are put forward as main headings and sub-headings in an appropriate sequence of thought.

No unnecessary detail is used in determining the main headings and sub-headings.

#### **CONCLUSION**

Conclusion is the last section of the text chapter. In this section, a brief summary of the study is first given verbally. This is followed by a brief summary of the conclusions reached. These explanations are supported by various suggestions that will shed light on further studies when necessary. In addition, if there are issues that were not addressed in the study, information on the type or subject of future research is provided.

The general conclusions reached in the study are stated as concisely and clearly as possible in a certain order, sequence and logic.

Finally, recommendations are offered to institutions and individuals that may provide practical benefits in practice. This section does not include sub-headings.

The conclusion can be written in the form of a general essay, or the conclusions and recommendations can be explained in bullet points.

## 4. REFERENCES USED SECTION

### 4.1. Writing Style of the References Section

References section is the section where all the sources used in the study are given in a certain system and in alphabetical order. In accordance with academic ethics, all sources used in the study (excluding personal communication) are shown in this section. Sources that were not used in the study should not be included in this section. Authors' titles should not be used in the references section and in the text. In the references section, the names of the published works and the names of the books in which the texts such as articles, papers, chapters in the book are included should be bolded. The names of publications such as articles, papers, book chapters, etc. that are included in a published book and written by different authors should be shown in quotation marks, and the name of the book in which these works are included should be bolded. Some examples of reference writing are as follows;

#### If the Source Book Used:

- Başaran, İ. Ethem. **Organizational Behavior**, Gül Publishing House, Ankara, 1991.
- Can, Halil. **Organization and Management**, Adım Publishing Ltd. Şti., Ankara, 1992.

#### If the Source Used is Internet Address:

- Erdemir, Çelik. **Ergonomics**, <http://www.e-akademi.org/>. (access date: 22.02.2013).

#### If the source used is Seminar/Congress Booklet:

- Gül, Çınarlı. "Stresle Oluşan Hastalıklar", **Stress Management Seminar, Türkiye Sanayi Sevk ve İdare Enstitüsü, December 25-26**, Gebze, 1986, pp. 14-21.

#### If the source used is a scientific journal:

- Kaynar, Halil. "Stress Management", **Journal of Organizational Behavior**, Issue: 15, pp. 12-15.

#### If the source used is a thesis:

- Mersinli, Mahmut. Stres Yönetimi ve Bir Alan Araştırması, (Unpublished doctoral dissertation), Gelibolu University Social Sciences Institute, Istanbul, 1992.

#### If the source used is a foreign book or translation:

- Luthans, Fred. **Organizational Behavior**, McGraw-HillBookCompany, New York, 1985.
- Trevor, Simon, **Organizational Behavior**, (Trans. A. Yalçın and N. Başeğmez), Seçil Publishing House, Istanbul, 1982.

## 4.2. Use of Footnotes

Footnotes should be used to indicate the source used in the text and to explain the source of verbatim quotations. In practice, there are various methods of using footnotes.

As a standard measure for evaluation, the following rules should be followed in the use of footnotes.

- Quotations (direct quotations) made by quoting the sources verbatim or verbatim in the study should be enclosed in quotation marks. Quotations exceeding one page should be shown in the appendices.
- Quotations (indirect quotations), provided that the essence is not changed, are given in the author's own words as a summary or comment without quotation marks. In both cases, the cited source (text, table, figure, etc.) must be cited and the citations are given in the text using the parenthetical note system.
- In verbatim quotations, the whole information may be given or only certain parts of the information in sentences, paragraphs or pages may be given. In this case, to indicate that certain words, sentences, paragraphs and pages are omitted, the omitted parts are indicated with an ellipsis (...) in parentheses.
- If information is quoted verbatim, inaccuracies in the cited sources, including punctuation and translation errors, are not corrected.

- The source quoted or utilized for footnote writing should be indicated by indicating "the surname of the author, the year of publication of the work and the page number" in parentheses. For example

- In an exact quote from a single-authored work;

"Tourism covers the events and relations related to the temporary travels of people for at least 24 hours for touristic purposes and their accommodation for at least one night in the region where they travel" (Hazar, 2012, p. 124).

- For works without an author and published by the institution, the name of the institution is indicated instead of the author's surname. For example, in an indirect quotation;

..... (MoNE, 2011, p. 34)

- Indirect (non-verbatim) quotation from a work with two authors;

Today, the knowledge factor has been added to the factors of production (Cankılıç & Güllüoğlu, 2012, p. 60)

- In indirect quotations from a work with three authors, the surname of the first author is written and the word "et al." is added:

(Çelik et al., 211, p. 34) ○ Sources for all footnotes written in the text should be included in the references section. Distinctions such as books, articles, internet sources should not be made in the order.

#### 4.3. APPENDIX SECTION

Tables, figures, pictures, secondary data, maps, survey questions, permission documents, laws that may disrupt the flow of the text are included in this section. Quotations exceeding one page should also be included in the appendices. Each appendix should be given on a separate page. After numbering the appendices as Appendix 1, Appendix 2 in the upper left corner of the page, the name of the text, figure, etc. document presented in the appendix is written. In the APPENDICES section of the Table of Contents, the appendices are indicated and the page number is given.

**Outer Cover Sample**

T. C.

DOGUS UNIVERSITY \*\*\*

FACULTY / COLLEGE

\*\*\* DEPARTMENT/PROGRAM

**SUBJECT TITLE**

(Graduation Project-Directed Study)

Prepared by: .....

ISTANBUL, 2025

**Inner Cover Sample**

T. C.

DOGUS UNIVERSITY \*\*\*

FACULTY / COLLEGE

\*\*\* DEPARTMENT/PROGRAM

**SUBJECT TITLE**

(Graduation Project-Directed Study)

Prepared by:

.....

Student No:

.....

Coordinator

.....

APPROVAL: The graduation study is found suitable for defense. ....../.../.....

(..SIGNATURE..)

Istanbul, 2025

## **Oath Text Sample**

### **OATH TEXT**

I hereby declare that the study titled ".....", which I have submitted as a Graduation Project-Directed Study, has been written by me in accordance with scientific ethics and traditions, that all the works I have benefited from are cited in the references, and that the works used in the work are cited where they are used in the work, and I confirm this with my honor.

NAME SURNAME

(Signature)

**Examination Minutes (Developed by the Jury Committee)**

**\*\*\* FACULTY / COLLEGE**

**\*\*\* DEPARTMENT/PROGRAM**

**GRADUATION PROJECT-DIRECTED STUDY JURY BOARD**

**EVALUATION FORM - EXAM MINUTES**

**Section:**

**Student Name Surname and Number:**

**Name of the Study Subject:**

**Evaluation Form**

Sıra NO	Evaluated Criteria	Score (10 x 10 points = 100 points)			
		Jury Member ..... (Name-Surname)	Jury Member ..... (Name-Surname)	Jury Member ..... (Name-Surname)	Average Score
1	Compliance with shape rules				
2	Topic relevance				
3	Relevance of content				
4	Scientific level of the study				
5	Compliance with grammar rules				



6	Level of effective expression in Turkish				
7	Level of compliance of the study with ethical rules				
8	Adequate level of literature review				
9	Mastery of the subject in presentation				
10	Level of answering questions				
TOTAL SCORE					Figure
					Text

**Note:** The above criteria are examples. Can be improved.

## JURY BOARD

**Jury President Jury Member**

Name-Surname Name-Surname

Signature

Signature

**Jury Member**

Name-Surname Name-Surname

Signature