

ATILIM UNIVERSITY  
GRADUATE SCHOOL OF NATURAL AND APPLIED SCIENCES  
M.SC./PH.D. STUDENT PERMISSION FORM

Sent to : Directorate of Graduate School  
Sent by : ..... Head of DI (Department of Graduate School)

## STUDENT TAKING PERMISSION

Name-Surname: ..... Student No: .....  
Registered Program: ..... M.Sc (with thesis) ☐ M.Sc. (without thesis) ☐  
Integrated Ph.D. ☐ Ph.D. ☐  
Date of Starting the Program; Academic Year: ..... Semester: .....  
Last Registered Academic Year : ..... Semester: .....  
Academic Standing in the last Registered Semester: GPA: ..... CGPA: .....

Reason for Permission (Certify) : Education ☐ Military Service ☐ Health ☐ Financial ☐ Other ☐  
Other : .....  
Application Date for Permission : .....  
Starting of Permission; Academic Year: ..... Semester: .....

Permission requested for : 1 ☐ 2 ☐ 3 ☐ 4 ☐ Semester

If permission was requested before; Academic Year: ..... Semester: .....  
..... Semester: .....  
..... Semester: .....

- The students can take a leave maximum for two semesters in master programs and four semesters in doctorate programs provided that their excuse is approved acceptable by the Board. The period of leave is not counted for period of education. The student on leave does not attend courses during leave and take exams.
- Applications for leave can be made within four weeks following start of courses.
- **Transcript and tuition fee receipt shall be added to the form.**

Name-Surname of the Student Advisor: .....

Remarks : Approved ☐ Not Approved ☐ Signature (Student Advisor).....

Ground for Objection : .....

Name and Surname of Thesis/Dissertation Supervisor: .....

Remarks : Approved ☐ Not Approved ☐ Signature (Thesis/Dissertation Supervisor).....

Ground for Objection : .....

Opinion of the DI : Approved ☐ Not Approved ☐

Ground for Objection : .....

\_\_\_\_\_

Date

\_\_\_\_\_

Head of DI

DI Document No: \_\_\_\_\_ Appendix: \_\_\_\_\_

DECISION OF THE BOARD OF GRADUATE SCHOOL: Date: \_\_\_\_\_ Number of Decision: \_\_\_\_\_

\_\_\_\_\_

Date

\_\_\_\_\_

Director of Graduate School

**Three copies** shall be filled in.