

**PRINCIPLES AND PROCEDURES ON DOCTORATE THESIS PREPARATION USING
SCIENTIFIC ARTICLES FOR THE PURPOSES OF DOCTORATE DEGREE PROGRAMS
OF ATILIM UNIVERSITY GRADUATE SCHOOLS**

Purpose

ARTICLE 1 - (1) This document aims to increase the number of Atılım University-addressed publications included in the science citation index by preparing doctorate degree theses using scientific articles within the scope of the Doctorate Degree Programs of the Graduate Schools operating within Atılım University, and to facilitate the thesis writing process of doctorate degree students who have written scientific articles during their doctorate degree studies.

Scope

ARTICLE 2 - (1) These Principles and Procedures cover the issues regarding the preparation of doctorate theses by thesis program students who are enrolled in the PhD programs carried out within the Graduate Schools of Atılım University, and who have successfully completed their Doctorate Degree Thesis Proposal Defense process, using scientific articles related to the thesis topic of which they are the first author, which have been published or accepted for publication (received a DOI number).

Basis

ARTICLE 3 - These Principles and Procedures are based on Article 35 of Atılım University Regulations on Graduate Degree Education.

Definitions

ARTICLE 4 – (1) The definitions for these Principles and Procedures are as follows:

- a) Graduate School: The Graduate Schools of Natural and Applied Sciences, Social Sciences, and Health Sciences at Atılım University,
- b) Graduate School Board: The Graduate School Boards of Atılım University Graduate Schools,
- c) Graduate School Executive Board: The Graduate School Executive Boards of Atılım University Graduate Schools,
- d) Advisor: The faculty member recommended by the relevant department and appointed by the relevant Graduate School Executive Board to guide the student enrolled in a doctorate degree program of Atılım University Graduate Schools during their thesis study period,
- e) Secondary advisor: To be appointed in addition to the advisor defined in Subparagraph (d), Paragraph One of this Article; a faculty member with at least a doctorate degree from another higher education institution, recommended by the relevant department and appointed by the Graduate School Executive Board, to guide the student enrolled in a doctorate degree program of Atılım University Graduate Schools, in line with the nature of the thesis study and program,
- f) Thesis program student: A student who is enrolled in a Doctorate Degree Program under Atılım University Graduate Schools, and has successfully completed their Doctorate Degree Thesis Proposal Defense process in the relevant program,
- g) Category Q1 articles: Full articles in Category Q1 published or accepted for publication (received a DOI number) in journals within the scope of Web of Science SCI-E, SSCI, AHCI or Scopus,
- h) Category Q2 articles: Full articles in Category Q2 published or accepted for publication (received a DOI number) in journals within the scope of Web of Science SCI-E, SSCI, AHCI or Scopus,
- i) Category Q3 articles: Full articles in Category Q3 published or accepted for publication (received a DOI number) in journals within the scope of Web of Science SCI-E, SSCI, AHCI or Scopus.

Issues on Using Scientific Articles in Thesis Preparation

ARTICLE 5 - (1) At least three scientific articles are required to be used while preparing a doctorate degree thesis. Students enrolled in the PhD programs of Graduate Schools may prepare their Doctorate Degree theses within the framework of these Principles and Procedures if they have at least three complete articles in Categories Q1 to Q3, where at least two of which are in Category Q1, or Q2.

(2) The articles constituting the thesis must be prepared during the doctorate degree studies of the author, and must be directly related to the doctorate degree thesis topic.

(3) In these articles, the relevant doctorate degree student must be the main contributor, and the thesis program student must be the first author in the publications. The name of the relevant thesis advisor must be included in the publications.

(4) Publications used in one thesis may not be re-used to prepare another thesis.

(5) In the acknowledgment section of all articles, a statement must be added to show that the article was prepared within the scope of the relevant thesis (For example: The authors would like to acknowledge that this paper is submitted in partial fulfilment of the requirements for PhD degree at Atılım University.).

(6) Documents proving that the necessary permissions have been obtained from publishing houses for the publication of the studies within the scope of the thesis must be submitted to the Graduate School.

(7) Thesis students meeting the conditions submit their written request to prepare their theses using scientific articles to the TMC members at the third Thesis Monitoring Committee (TMC) meeting at the latest. In order for the request to be accepted, the positive opinion of the relevant Graduate School Head of Department Major, and the decision of the Graduate School Executive Board are required.

(8) Thesis students the applications of whom as per Paragraph Seven of this Article are accepted, but whose publication and thesis studies have not progressed as expected, go beyond the scope of these Procedures and Principles and submit their request to prepare a thesis in accordance with the customary thesis writing guidelines of the Graduate School to the Graduate School, at the latest on the date when the third thesis monitoring committee report is delivered to the Graduate School, with a petition annexed to the approval of the relevant thesis advisor and the head of the relevant department major. Thesis student, whose such request is accepted by the Graduate School Executive Board may not include the scientific publications that they prepared in the body texts of their doctoral theses, and their requests to see a thesis defense jury for studies of this nature shall be rejected.

Issues on Thesis Content

ARTICLE 6 - (1) The Sections to be Included in Theses are:

Doctoral theses prepared using scientific articles are the same as those falling within the scope of our regular thesis writing guidelines, except for the "Experimental" and "Findings and Discussion" sections in the thesis writing guidelines of Graduate Schools. In Doctorate Degree theses prepared using scientific articles, scientific articles are included instead of the mentioned Departments. The title of each Chapter is the title of the scientific article included in the thesis. The content of the said Sections is prepared in accordance with the thesis writing guidelines of the relevant Graduate School.

Miscellaneous Provisions

ARTICLE 7 - In cases where there are no provisions in these Principles and Procedures, the provisions of Atılım University Regulations on Graduate Degree Education apply.

Validity Period

ARTICLE 8 - These Principles and Procedures are valid from the Spring Semester of the Academic Year of 2023-2024.

Execution

ARTICLE 9 - These Principles and Procedures are executed by the Directorates of the Graduate Schools of Atılım University.