



Haliç University
Institute of Graduate Education

THESIS/TERM PROJECT WRITING FORMAT CONFORMITY FORM

INFORMATION OF THE STUDENT

Student No :
Name, Surname :
Department :
Thesis Advisor :
Thesis Title :

| CHECKLIST | YES | NO |
|---|------------|-----------|
| WRITING TYPE | | |
| <ul style="list-style-type: none">Font (Times New Roman), point, row spacing, indentation, heading-margin size and layout is prepared according to the thesis writing template. | | |
| <ul style="list-style-type: none">Page margins are adjusted according to the below sized, except for the thesis covers. | | |
| <ul style="list-style-type: none">The left margin must be 4 cm and the other margins (right, bottom and top) must be 2.5 cm. | | |
| <ul style="list-style-type: none">The foreword, table of contents, listings, references, curriculum vitae and main section titles in the thesis are be written 5 cm below the top of the page, aligned to the left. | | |
| <ul style="list-style-type: none">Text is written with regular layout and justified alignment. | | |
| <ul style="list-style-type: none">Paragraph indentation is set to 1.25 cm by using the tab key. Page numbers are marked at the middle end of the page. Roman numerals (i, ii, iii, iv, v...) are used in the numbers of the pages that come before the introduction section of the thesis. Starting from the 'Introduction' to the end of the 'Curriculum Vitae-CV' section, each page is numbered with the numbers 1, 2, 3, 4... respectively and in 12 pt, without skipping any page. | | |
| ABOUT THESIS CONTENT section is listed as below and necessary additions are made. | | |
| <ul style="list-style-type: none">OUTER COVER (margin and logo sized are set according to the thesis writing template) | | |
| <ul style="list-style-type: none">BINDING (Prepared according to the binding fabric color code given in the thesis writing template and the printing is le (For thesis with a spiral binder, this article will not be taken into consideration) | | |
| <ul style="list-style-type: none">INNER COVER (It does not bear any logo and the margin sizes are set according to the thesis writing template; name second advisor (if any) is included) | | |
| <ul style="list-style-type: none">PLAGIARISM REPORT (First page of the report is included with the wet signature of the advisor) | | |
| <ul style="list-style-type: none">THESIS AROVAL REPORT (Filled in with the names and wet signatures of the jurors) | | |
| <ul style="list-style-type: none">TABLE OF CONTENTS (Prepared according to the page margins) | | |
| <ul style="list-style-type: none">ABBREVIATIONS (Abbreviations (if any) are included) | | |
| <ul style="list-style-type: none">SYMBOLS (Symbols (if any) are included) | | |
| <ul style="list-style-type: none">FIGURES (Figures (if any) are included) | | |
| <ul style="list-style-type: none">TABLES (Tables (if any) are included) | | |
| <ul style="list-style-type: none">ÖZET (It consists of maximum 300 words and keywords are included) | | |
| <ul style="list-style-type: none">ABSTRACT (It consists of maximum 300 words and keywords are included) | | |
| <ul style="list-style-type: none">INTRODUCTION | | |
| <ul style="list-style-type: none">LITERATURE RESEARCH OR GENERAL INFORMATION | | |
| <ul style="list-style-type: none">MATERIAL AND METHOD | | |
| <ul style="list-style-type: none">RESULTS | | |
| <ul style="list-style-type: none">DISCUSSION | | |
| <ul style="list-style-type: none">THESIS ETHICS STATEMENT (signed by the student) | | |
| <ul style="list-style-type: none">CONCLUSIONS | | |
| <ul style="list-style-type: none">RECOMMENDATIONS | | |

| | | |
|---|--|--|
| • REFERENCES (References are written alphabetically according to surnames) | | |
| • APPENDICES; CONSENT FORM, PERMISSIONS OF THE INSTITUTIONS (Included if necessary) | | |
| • FORM OF THE ETHICS COMMITTEE (Included if necessary) | | |
| • CURRICULUM VITAE | | |

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| Entire thesis is prepared according to Haliç University Thesis Writing Guidelines and template. I examined the above written points and did not detect any missing information.. | Name-Surname of the Thesis Advisor | |
| | | |
| | Date | Signature |
| | .../.../..... | |
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| | | |
| | Date | Signature |
| | .../.../..... | |
| Above-mentioned thesis study is examined in terms of format according to the checklist. The thesis could be accepted. | Name-Surname of the Institute Authority | |
| | | |
| | Date | Signature |
| | .../.../..... | |