

## How To Establish a Ph.D. Thesis Monitoring Committee?

Process Steps	Document to be Used
<b>Step 1:</b> For the student who is successful in the qualifying exam, submits the Ph.D. Thesis Monitoring Committee Assignment Form signed by the thesis advisor to the Department Secretary.	<a href="#">- Ph.D. Thesis Supervisory Committee Assignment Form</a>
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<b>Step 2:</b> Head of the Department sends the Thesis Monitoring Committee Determination Form to the School of Graduate Studies, if approved.	<a href="#">- Ph.D. Thesis Supervisory Committee Assignment Form</a>
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<b>Step 3:</b> The Graduate School Administrative Board makes its decision after discussion.	- Decision of the Graduate School Administrative Board
<p><b>Note 1:</b> The thesis monitoring committee consisting of three faculty members, other than the thesis advisor, one member from within the relevant program and one member from outside the university. In case of existence, the second thesis advisor can also attend the committee meetings.</p> <p><b>Note 2:</b> If a thesis advisor change is requested, the process regarding the thesis advisor change must be carried out before the Thesis Monitoring Committee Determination Form is submitted.</p>	