

ORPHEUS SELF-EVALUATION QUESTIONNAIRE

11-10-2019

This questionnaire is a tool for self-evaluation of PhD training programmes. It is based on the publication *Best Practices for PhD Training*, published 2016 by ORPHEUS (Organisation for PhD Education in Biomedicine and Health Sciences in the European System) and AMSE (Association of Medical Schools in Europe). This publication is available on www.orpheus-med.org and is based on work done over many years by ORPHEUS, AMSE and the World Federation for Medical Education. It represents a consensus by around 100 institutions from almost all European countries. The document provides a number of recommendations of what are considered to be best practices, and has two types of recommendations:

- **Basic Recommendations:** Recommendations that are thought to be particularly important.
- **Quality Development:** Further recommendations that are in accordance with international consensus about good practice.

In addition, there are **Annotations** that are used to clarify, amplify or exemplify expressions in the recommendations, and also to indicate flexibility.

The purpose of the questionnaire is to provide a framework for institutions to discuss and reflect on their PhD programmes a basis for deciding if improvements might be made. The effectiveness of the process will likely be enhanced if relevant stakeholders (e.g. PhD candidates, supervisors, research directors, graduate school administration, graduate school leadership) are involved in completing the form.

ORPHEUS believes that completion of the form will in itself have value for the institution, and the questionnaire is thus part of ORPHEUS' aim of promoting the enhancement of PhD training in Europe and elsewhere. ORPHEUS may, however, use the questionnaire as a basis for applying for

- a) an *ORPHEUS Evaluation Certificate*, or
- b) an *ORPHEUS Label*.

Such institutions should also complete the form on the last page of this document.

Details of the procedures for applying for these awards are provided on www.orpheus-med.org.

Institutions interested in entering this process should contact the President of ORPHEUS, Prof. Robert Harris, Karolinska Institute, Stockholm, Sweden, Robert.Harris@ki.se and the chairman of the ORPHEUS Labelling Board, Prof. Michael Mulvany, Aarhus University, Aarhus, Denmark, mm@farm.au.dk.

The questionnaire

Institution		INSTITUTE OF HEALTH SCIENCES, GAZI UNIVERSITY	
Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.

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1. Research environment			

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#1: BR 1.1 There should be a strong research environment around every PhD project, either within the institution or within collaborating institutions.	YES	<i>Describe research areas covered by the institution. Give examples of e.g. 5 key papers. Provide information about institution ranking if relevant.</i>	<p>Gazi University is one of the oldest Universities of Turkey which settled in 1926 after the Turkish Republic has been settled. It was the biggest University of Turkey and it has been reorganized where the social sciences have been separated from Gazi University as a new University (Haci Bayram Veli University). Gazi University is structured on the basis of Faculties of Dentistry, Pharmacy, Medicine, Science, Education, Architecture, Engineering, Health Sciences, Technology, Applied Sciences and related Institutes.</p> <p>Gazi University is among the top Universities of Turkey. It is the 5th University of Turkey among the Universities offering medical degree according to the University Rankings by Academic performance indicator (URAP - http://tr.urapcenter.org/2018/2018_t3.php)</p> <p>According to University Ranking by Academic Performance, according to CWTS, Gazi University is ranking 562nd, according to CWUR, 679th, and according to ARWU 850th, among the Universities all over the world (http://tr.urapcenter.org/2018/Tablo_2.php).</p> <p>The place of Turkish universities in the world according to the 8 field rankings: According to CWTS, Gazi University is ranking 416th in Biomedical and Health Sciences (Table 8. Number 11.)</p> <p>The Institute of Health Sciences includes the PhD programmes in Dentistry, Pharmacy, Medicine, Nursing, Sports Sciences, Nutrition and Dietetics, Physiotherapy and Rehabilitation and Interdisciplinary Research Program Emergency Relief and Rehabilitation, Audiology, Neuroscience and Medical Education (http://saglikb.gazi.edu.tr/posts/view/title/programs-67481). Several research areas are covered by the programs within the Institute of Health Sciences, including neuroscience, stem cell research, controlled drug release systems, diabetes, Alzheimer, Cerebral palsy, breast and colorectal cancer molecular mechanisms, microbiota, polymorphism, rotavirus genotyping, nanoparticles, wound healing, phytotherapy, etc... Recently completed PhD research thesis that will be defended, are announced on the Institute's web page (http://saglikb.gazi.edu.tr/posts/view/title/tez-savunmasi-ilanlari-147809)</p> <p>In order to meet the needs for Ph.D. in the priority areas of our country by the Council of Higher</p>

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#2: BR 1.2 Facilities should be compatible with the requirements of completing the PhD project.	YES	<i>Describe facilities available at the institution and from other institutions. Give examples.</i>	<p>The institution has a wide variety of research facilities. All the Faculties running PhD programmes, namely, The Faculty of Medicine, Faculty of Pharmacy, Faculty of Health Sciences, Faculty of Sports and Faculty of Dentistry have their specific research facilities within Gazi University Health Sciences Institute.</p> <p>Besides, Gazi University has several Research Centers (http://gazi-universitesi.gazi.edu.tr/posts/view/title/research-and-application-centers-175133?siteUri=gazi-universitesi) which the researchers can get service and support for their research projects.</p> <p>Particularly, Life Sciences Research and Application Center is a multi-disciplinary research. The center intends to give scientific support to research and development which will contribute to scientific and technological development primarily to Gazi University and also to other universities as well as private and public organizations. The center also aims to develop high value added products and projects acting as a bridge between university and industry. Chemical Analysis, Molecular Biology, Cell Culture and Toxicology, Histology, Clean Energy and Imaging Research laboratories are found within the Research Facility.</p> <p>DNA Sequence Analysis, Nanotechnology, drug development studies are among the scientific fields of the center. Calibration and Biomedical Research Center (BIYOKAM) Biomedical Instrumentation design, sensoneural implants, ultrasonic systems research are some of the resaerch groups working within the center.</p> <p>The most important Research Center is the Gazi Hospital Health Research and Application Center. The hospital consists of a number of departments realted with human health.</p> <p>Photonics Research Center is one of the most important hightechnology centers in Ankara that gives support to all kinds of research. The research center keeps the analysis prices at minimum and for some analysis, at no cost for Gazi University researchers.</p>

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#3: BR 1.3	Research should be consistent with international ethical standards.	YES	<p><i>Provide reference to local ethical committee and other organizations concerned with maintaining ethical standards. How are these standards implemented?</i></p>	<p>All the research carried out by Gazi University researchers have to strictly obey the ethical rules.</p> <p>All the thesis studies have to be consistent with the rules of ethics "Scientific Research and Publication Ethics Directive of the Higher Education Council" and "Higher Education Institutions Ethical Behavior Principles".</p> <p>If the research includes; clinical investigations of medicines, medical and biological products and herbal products, observational drug studies (Regulation on Clinical Trials of Drugs and Biological Products), observational medical device studies, including studies on bioavailability and bioequivalence all clinical device clinical trials (including Medical Device Clinical Research Regulation), cosmetic products and raw materials with efficacy studies, safety studies or clinical investigations (Regulation on Efficacy and Safety Studies of Cosmetic Products and Raw Materials), non-drug clinical trials (research on a new surgical method to be performed on people, stem cell transplantation, tissue transplant research or organ transplantation), permissions from Gazi University Clinical Research Ethics Committee must be obtained.</p> <table border="1" data-bbox="752 1177 1968 1572"> <tr> <td data-bbox="752 1177 1205 1337">Prof. Dr. D. Berrin GÜNAYDIN <i>President</i></td> <td data-bbox="1205 1177 1541 1337">Department of Anesthesiology and Reanimation</td> <td data-bbox="1541 1177 1968 1337">Gazi University Faculty of Medicine</td> </tr> <tr> <td data-bbox="752 1337 1205 1453">Prof. Dr. Gülten TAÇOY <i>Vice president</i></td> <td data-bbox="1205 1337 1541 1453">Department of Cardiology</td> <td data-bbox="1541 1337 1968 1453">Gazi University Faculty of Medicine</td> </tr> <tr> <td data-bbox="752 1453 1205 1572">Assoc. Prof. Dr. İlyas OKUR <i>Reporter</i></td> <td data-bbox="1205 1453 1541 1572">Department of Child Health and Diseases</td> <td data-bbox="1541 1453 1968 1572">Gazi University Faculty of Medicine</td> </tr> </table>			Prof. Dr. D. Berrin GÜNAYDIN <i>President</i>	Department of Anesthesiology and Reanimation	Gazi University Faculty of Medicine	Prof. Dr. Gülten TAÇOY <i>Vice president</i>	Department of Cardiology	Gazi University Faculty of Medicine	Assoc. Prof. Dr. İlyas OKUR <i>Reporter</i>	Department of Child Health and Diseases	Gazi University Faculty of Medicine
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#4: BR 1.4 There should be provision for allowing PhD candidates to perform part of their programme in another institution, national and abroad.	YES	<i>Describe the arrangements provided for allowing PhD candidates to spend part of their time in another institution. How many take advantage of these arrangements? Who covers the expenses?</i>	<p>In Gazi University, PhD Candidates can perform part of their programme in other institutions. There are national programmes (FARABI, OYP, BAP) and also international programs (ERASMUS, MEVLANA, OYP) that support PhD candidates, that cover living, travel, education and research expenses. A very high number of PhD candidates are involved in OYP programs which financially supports the students same standards with the Research Assistantship positions, and supply extra fundings for travel, education and research. Almost 80 % of research assistants are in a financially supported program either OYP programme or Yok 100-2000 programme.</p> <p>In addition, there are bilateral international acts between Gazi University and several institutes all over the world. So the PhD candidates can complete part of their research in related international Institutes.</p> <p>GAZI UNIVERSITY- EDUCATION TRAINING AND EXTERNAL RELATIONS COORDINATION OFFICE coordinates all the National and International programs and signs new agreements.</p> <p>FARABI PROGRAMME FARABI Exchange Program for Students and Faculty between Higher Education Institutions</p> <p>The Farabi Exchange Program is a student and faculty exchange program between higher education institutions that offer associate, bachelor, master and doctorate level education within universities and high technology institutes. The Farabi Exchange Program aims to enable students and faculty members to continue their education and training activities in a higher education institution outside their own institutions for one or two semesters. Non-refundable scholarships are given to students who participate in Farabi Exchange Program.</p> <p>MEVLANA PROGRAMME Mevlana Exchange Program is a program aiming at the exchange of students and teaching staff between higher education institutions in Turkey and higher education institutions abroad, run by</p>

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#5: QD 1.1	Institutions lacking facilities/expertise could collaborate with stronger institutions to obtain these.	YES	<i>Describe collaborative arrangements with other institutions.</i>	<p>It is always possible for Gazi University Health Sciences PhD research teams to collaborate with other institutions. Gazi University is in close relation with the Industry and private sector Research and Development centers. PhD candidates can take courses from all the Institutions in Turkey with a limited credit</p> <p>Besides, there are also many national and international protocols signed between Universities and Institutions. There are acts between Universities for taking PhD classes (Hacettepe University, Azerbaijan, Russia, Italy, USA, Cyprus Universities, etc.)</p> <p>All the International Cooperation Protocols are given on the web site of the Education and External Relations Coordination Office.</p>
#6: QD 1.2	Possibilities for joint and double degrees could be explored.	YES/ MAY BE	<i>Are there arrangements for joint or double degrees? How many PhD candidates are currently using such a programme?</i>	<p>The following joint programs are found among the programs of the Health Sciences Institute:</p> <ol style="list-style-type: none"> 1. Emergency Medicine and Rehabilitation 2. Ear Nose Throat Audiology Speech and Voice Disorders 3. Neuroscience 4. Medical Education <p>Joint National and International programs and double degree programs are in preparation process.</p> <p>The number of PhD candidates currently using these programs are 60.</p>
2. Outcomes				

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#7: BR 2.1 PhD programmes should provide PhD candidates with competences to become qualified and independent researchers, according to principles of good research practice.	YES	<i>What criteria are used to ensure that each PhD candidate has developed these competences?</i>	<p>All the PhD Programs in the Institute help the candidates to acquire specific competencies in their field in several ways. All the candidates need to complete a set of well defined compulsory courses and complementary elective courses as well as applied practical courses, including ethics. Besides, for each different discipline, the student needs to complete specific projects and seminar lectures, which are defined by the Graduate Thesis Regulation of Gazi University (2019) and YÖK (2016).</p> <p>The candidate have to give a seminar about his/her research subject and the faculty member responsible for the seminar lecture has the authority to evaluate the student's skills and can make suggestion for the student's academic development.</p> <p>The student have to pass the PhD qualification exam which is composed of a written and an oral exam that is done by the PhD Qualification Committee members composed of 5 faculty members. The committee members evaluate the competences of the candidate and may suggest the candidate additional classes.</p> <p>After it is achieved, the candidate prepares a PhD proposal and reports it to the Institute and the Board of the Institute approves the thesis subject.</p> <p>Then the PhD candidate presents the thesis proposal to the PhD Thesis Monitoring Committee members. The members meets in specific periods and follow the candidate's academic and scientific competencies and developments. These competencies are also evaluated by the quality of the research thesis completed, scientific conferences attended, research papers that are prepared from the thesis, also national or international projects that have been involved during the PhD thesis.</p> <p>The candidate can not graduate from the PhD program if she/he did not fulfill the requirements of the PhD thesis with all the field courses and research techniques, elective classes, fulfill the credits, ethics standards, complete a satisfactory PhD thesis and make publications with high standards.</p>

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#8: BR 2.2 A PhD degree should also be of benefit in a career outside academic or clinical research (problem solving, analysis, evaluation, technology transfer etc.).	YES	<i>What arrangements are made to ensure that each PhD candidate has developed these competences?</i>	<p>PhD candidates can also work in the industry or private sector, in drug companies, research institutes, hospitals, medical centers or related sectors.</p> <p>Gazi University has also a Technopark where PhD students or graduates can set their own business. There are several financial supports and services to help them develop their own business. Technopark supports the students, graduates and faculty members to build a company and supplies place and personnel support for their companies.</p> <p>In addition Gazi University Technology Transfer Office supports graduates and students to get involved in International projects worldwide and connect with related groups working in both research field and Industry.</p> <p>Gazi University plans Gazi Career Fair every year. Particularly the meetings with the stakeholders and industry are planned within these Career days that are routinely organized by the University.</p> <p>During the national and international conferences related with the field, usually PhD candidates are introduced to academic and industrial society by their supervisors.</p> <p>Gazi University planned a number of new classes for all the students that are not related to their scientific fields. These classes including language classes, music, fitness, arts, cinema, cosmetics etc., also support the students in their personnel development other than academic fields. (Non-technical elective classes) A PhD student can take undergraduate classes within a limited credit.</p> <p>Besides, Research Center for Continuing Education – GAZISEM organizes several education activities To improve the knowledge, skills and competences in terms of personal and social aspects.</p> <p>In addition, Gazi University Student Association also is a very important opportunity for the students to develop their interest.</p> <p>There are also other opportunities and networks such as scientific societies, seminars, certificate</p>

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#9: BR 2.3	The outcomes for PhD candidates with a background in medicine or other professional training are the same as for any other PhD.	YES	<i>Are there any special arrangements for PhD candidates with background in professional training?</i>	The candidates with a background in medicine have the opportunity to complete PhD in all the programs in the Health Sciences Institute however the Faculty of Medicine that educates the students in medical degree in all the branches of medicine only has PhD programs in a limited number of fields which are: anatomy, biophysics, physiology, histology, embryology, neuroscience, medicinal biology and genetics and medicinal biochemistry. Professional training should obey the same rules as the PhD candidates.
3. Admission policy and criteria				

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#10 : BR 3.1 PhD candidates should be selected on the basis of a competitive and transparent process.	YES	<i>Describe the admission process.</i>	<p>PhD candidates are selected on the basis of their graduate point average (GPA), the graduate school entrance exam (ALES) grades and their foreign language grades.</p> <p>All the necessities for admission to PhD programs are clearly defined in the "Gazi University Graduate Education and Examination Regulations" (11 JUNE 2019), "Turkish Council of Higher Education Graduate Education and Examination Regulation" (20.04.2016) and also Application Principles of Doctorate Education and Examination Regulations by Gazi University Senate in (JULY, 2019.)</p> <p>According to Gazi University Graduate Education and Examination Regulations (11 JUNE 2019)</p> <p>Quota and application</p> <p>ARTICLE 5 - (1) The conditions of application to graduate programs, the documents required for application, the quota information and the procedures and principles regarding the admission of students are determined by the decision of the board of directors of the institute in accordance with the provisions of the relevant legislation; Other requirements for student admission are determined by the decision of the Senate and announced on the web page of the relevant institute.</p> <p>Evaluation and announcement of results</p> <p>ARTICLE 6 - (1) In order to evaluate the applications made to graduate programs, among the faculty members proposed by the board decision of the related department, the institute's board of directors shall form a jury of at least three, at most five principal and two substitute members. Separate juries can be established for different graduate programs in a major.</p> <p>(2) Applicants who meet the application requirements; ALES* (Academic Personel and Graduate Education Entrance Exam), foreign language score, undergraduate / graduate AGNO, written and / or interview scientific evaluation exam, taking into account the results of the evaluation, according to the rules and principles accepted by the Senate are ranked according to the score calculated. Candidates with a score of 60 or higher are considered within the quota. ALES score may not be required in non-thesis programs.</p>

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#11 : BR 3.2	Applicants for PhD programmes should have an educational level corresponding to a master's degree.	YES	<i>Describe the level required. Are persons with a medical degree or other professional degree accepted?</i>	<p>Persons with both a medical degree and a professional degree are accepted to PhD programs. Applicants for PhD programmes have to have a master's degree. There are some exceptions to that instruction which are defined in the "Gazi University Graduate Education and Examination Regulations" with the date 11 June, 2019 and also "Turkish Council of Higher Education Graduate Education and Examination Regulation" (20.04.2016)</p> <p>The candidates without a master degree, have to be graduated from either a medical school which takes 6 years of education or from the faculty dentistry that takes 5 years, or from the faculty of pharmacy that takes 5 years. All these programmes corresponds to master degree by the regulations of Turkish Council of Higher Education.</p>

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<p>#12 : BR 3.3</p> <p>Before enrolment or at clearly defined times during the programme, the institution should evaluate and approve:</p> <ul style="list-style-type: none"> - Scientific quality of the project, - Likelihood to complete within normal timeframe, - The possibility for candidate to provide creative input, - Qualifications of supervisors. 	<p>YES</p>	<p><i>Describe how and when the PhD project is approved.</i></p>	<p>How and when a PhD thesis is approved is defined in "Gazi University Graduate Education and Examination Regulations" with the date 11 June, 2019.</p> <p>PhD project must be first approved by the thesis follow up committee. The details are given below.</p> <p>This committee evaluates the thesis project and sends the reports to the institute. This evaluation includes all, the time frame, contribution of the candidate, scientific quality and progress of the project. The supervisor appointment principles are done according to the directives below also.</p> <p>"Gazi University Graduate Education and Examination Regulations" with the date 11 June, 2019</p> <p>CHAPTER FIVE PhD Program</p> <p>(2) Doctoral program consists of credits not less than 60 credits in one academic year; at least eight courses including a PhD qualification exam, a thesis preparation course and a thesis study, including a course on Scientific Research Techniques and Research and Publication Ethics and a seminar course; consists total of at least 240 credits for who have been accepted with the master's degree and consists of at least 300 credits, at least fifteen courses, qualification exam, thesis preparation course and thesis study, for students who have been admitted with a bachelor's degree.</p> <p>Time</p> <p>ARTICLE 29 - (1) The Doctorate program is eight semesters, starting from the period in which the courses related to the program that the students are admitted to with the master's degree except for the time spent in scientific preparation, regardless of whether they have enrolled or not, and the maximum completion period is twelve semesters; for those admitted with a bachelor's degree, it is ten semesters and the maximum completion period is fourteen semesters. The maximum period of</p>

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#13 : BR 3.4 A PhD programme should only be initiated when the resources for completion are available.	YES	<i>Describe how PhD programmes are financed and how it is ensured that full financing will be available.</i>	<p>PhD programme can only be initiated when the resources are suitable and the process has several control steps. The committees and faculty members may apply for starting a new programme.</p> <p>Turkish Council of Higher Education : Application Format for Opening Phd Program :</p> <p>The following information and documents are required to be submitted by Higher Education Institutions in order to open a PhD / arts qualification program. These information and documents in full and in accordance with the desired format (in response to the answer to the question number of the answers), is required to evaluate the applications within the scope of current legislation and academic criteria and to conclude as soon as possible. If the recommended doctoral / arts qualification program is still continuing at the graduate level, first of all, it is necessary to give information about the graduate program. Table 5a, Table 5b and Table 6 are also published in the printed form; all of the information in your proposal file must be submitted in the CD. (Table 5a, Table 5b and Table 6 should be in Excel format and other information should be in Word format)</p> <p>DOCTORATE/ARTS QUALIFICATION PROGRAM</p> <ol style="list-style-type: none"> 1. Specify the name of the proposed program. 2. Describe the reason for opening the program. 3. Please specify the names of the doctorate / arts qualification programs currently underway at your university. Will the proposed program co-operate with other doctorate / arts qualification programs currently underway? If the answer is yes, please explain with which programs the cooperation will take place. 4. Fill in the Table 4 in Annex-4 for the estimated information on the student request for the proposed program. 5. Indicate examples of overseas studies in the recommended Doctoral / Arts qualification program (at least three examples). 6. Explain the scope of the proposed doctorate / arts qualification program and which disciplines. 7. Explain student admission requirements to the proposed program. 8. Indicate required number of credits and elective courses (course code, name, content and credit

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#14 : QD 3.1 In choosing PhD candidates, the applicants' potential for research ought to be considered, not just past academic performance.	YES	<i>Describe the application procedure, and the weight given to e.g. previous exam marks, research experience, expressed motivation, performance at interview, letters of recommendation, etc.</i>	<p>PhD Application procedure is explained in the Gazi University Graduate Education and Examination Regulation (2019) and Application Principles of Doctorate Education and Examination Regulations by Gazi University Senate in (JULY, 2019.) :</p> <p>In the application procedure, Applicants who meet the application requirements; ALES* (Academic Personel and Graduate Education Entrance Exam), foreign language score, undergraduate / graduate AGNO, written and/or interview scientific evaluation exam, taking into account the results of the evaluation, according to the rules and principles accepted by the Senate are ranked according to the score calculated. Candidates with a score of 60 or higher are considered within the quota.</p> <p>*ALES can not be considered less than 50% and candidates who get less than 60 over 100 from the specified field exam are considered unsuccessful. 3 times the number of the announced quota for the candidates are considered for the field exam. All the necessary information and the results of the total scores of the candidates from their ALES, foreign language and scientific evaluation exam are presented on the web page of the Institute.</p> <p>In the written and/or interview scientific evaluation exam, previous research experience, internships expressed motivation, performance of the candidates are always considered by the jury members. Particularly undergraduate research projects and their willingness to participate in a research environment are discussed with the candidates. Some of the programs may requests letters of recommendation as well.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#15 : QD 3.2 Projects ought to be externally assessed by written project description or presentation to panel of independent scientists.	YES	<i>Are PhD projects externally/independently assessed? Who does this?</i>	<p>How the PhD projects are evaluated by PhD thesis monitoring Committee that is defined in the "Gazi University Graduate Education and Examination Regulations" (11 JUNE 2019), "Turkish Council of Higher Education Graduate Education and Examination Regulation" (20.04.2016) and also Application Principles of Doctorate Education and Examination Regulations by Gazi University Senate in (JULY, 2019.)</p> <p>Doctorate Thesis Monitoring Committee has the authority to evaluate the PhD thesis project. The candidate defends the PhD project in front of the Doctorate thesis monitoring committee members. If the members find the project satisfactory, then the student may apply for grants to Gazi University Scientific Research Projects Unit (BAP), or to other funding resources such as TUBİTAK Projects for that PhD research study.</p> <p>"Gazi University Graduate Education and Examination Regulations" (11 JUNE 2019), Thesis proposal defence and thesis monitoring process ARTICLE 33 - (1) Upon successful completion of the qualifying exam, the student verbally defends the thesis proposal including the purpose, method and study plan of the research to be conducted within six months at the latest before the thesis monitoring committee. The student submits the written report of the proposal to the committee members at least fifteen days before the oral defence.</p> <p>(2) The thesis monitoring committee decides whether to accept, correct or reject the thesis proposal submitted by the student by absolute majority. In case of correction, the student is given one month. The presidency of the department reports the decision of the thesis monitoring committee to the institute within three days following the defence of the thesis proposal together with the reasons.</p> <p>(3) The student who does not defend the thesis proposal within six months is considered rejected</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, Maybe.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#16 : QD 3.3	If the PhD candidate is obliged to obtain extra income, it ought to be ensured that the PhD candidate has the necessary time to complete the programme.	YES	<i>Do PhD candidates get extra time for their project if they have to work for extra income (e.g. by teaching or clinical duties?).</i>
<p>Maximum time periods for completing a PhD thesis are clearly defined in the "Gazi University Graduate Education and Examination Regulations" (11 JUNE 2019), "Turkish Council of Higher Education Graduate Education and Examination Regulation" (20.04.2016) and also Application Principles of Doctorate Education and Examination Regulations by Gazi University Senate in (JULY, 2019.)</p> <p>Candidates have to complete their courses in 2 years and PhD program maximum in 14 semesters.</p> <p>Time ARTICLE 29 - (1) The Doctorate program is eight semesters, starting from the period in which the courses related to the program that the students are admitted to with the master's degree except for the time spent in scientific preparation, regardless of whether they have enrolled or not, and the maximum completion period is twelve semesters; for those admitted with a bachelor's degree, it is ten semesters and the maximum completion period is fourteen semesters. The maximum period of successful completion of compulsory and elective courses in the course period required for the Ph.D. program is four semesters for those admitted with a master's degree and six semesters for those admitted with a bachelor's degree.</p> <p>In addition, the candidate has the opportunity to apply for suspension of her/his thesis studies if the specified excuses are suitable to Gazi University Right and Valid Reasons Directive. These time are not included in the PhD time limits.</p> <p>Also for the YOK 100/2000 Fellowship programs, PhD students can work in other jobs, then their fellowships are reduced but still they are given the necessary time for their studies.</p>			

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
4. PhD training programme			

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#17 : BR 4.1 Programmes should be based on original research, courses and other activities which include analytical and critical thinking.	YES	<i>Describe the content of PhD programmes.</i>	<p>In summary, PhD Programme is composed of:</p> <ol style="list-style-type: none"> 1- Compulsory courses: Maximum of 4 courses 2- Elective courses: The candidate can select with consulting to her/his supervisor. Minimum of 3 courses. 3- Research Methodology Classes 4- Ethics Classes 5- PhD Seminar: When courses are completed, related to the thesis subject 6- PhD Qualification Exam: After completing all the previous steps, the candidate takes the exam. It is carried out in two steps by the jury members of 5 Professors. One written exam and then if the student passes written exam, she/he can take the oral exam. This second exam is to evaluate the competencies of the candidate. If the jury decides that the student needs to develop her/his skills, they can suggest more classes which is also obligatory. 7- PhD Research Proposal: The candidate has to prepare a research plan and defend that research proposal in front of the jury. 8- PhD Thesis: If the PhD research proposal is accepted by the <i>Thesis Monitoring Committee</i> and the <i>Health Sciences Institute</i>, the student can start her/his research studies by consulting to her/his supervisor. 9- Thesis Monitoring Committee Reports: The candidate has to present the research findings to the <i>Thesis Monitoring Committee</i> Members at the end of each semester. At least 3 reports are necessary for graduation. If the publication requirements have been fulfilled, Thesis Defence Jury can be arranged by the Institute. 10- Thesis Defence Exam: After the jury members appointed by the Institute Board, the candidate sends the thesis to the members and defends the PhD thesis in front of the jury. If the exam is successful, by making the necessary corrections, if any, proposed by the jury, the candidate needs to submit the thesis and necessary documents to the Institute, for graduation 11- *Publications: Must have 3 published / or accepted for publication in the national or international indexes (SCI-Expanded, SSCI, AHCI or JIAC)

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#18 : BR 4.2 Programmes should be performed under structured supervision.	YES	<i>Describe how the supervision process is structured.</i>	<p>The supervisor is appointed to the PhD candidate at the end of the second semester and a second supervisor can be appointed as well. The supervisor is assigned as described in "Gazi University Graduate Education and Examination Regulations" (11 JUNE 2019) :</p> <p>CHAPTER FIVE</p> <p>PhD Program</p> <p>Assignment of supervisor and determination of thesis topic</p> <p>ARTICLE 30 - (1) At the end of the second semester, a supervisor who completed at least one master's degree (except the faculty of dentistry, pharmacy, medicine and veterinary faculties) shall be appointed to each student by the institute's board of directors with the request of the student and the approval of the academic committee of the department among the full-time supervisors. In the absence of a faculty member with the qualifications specified in the higher education institution, within the framework of the principles determined by the Senate, a faculty member who has successfully completed and managed at least one master's thesis from another higher education institution except dentistry, pharmacy, medicine and veterinary faculties may be selected by the board of directors as supervisor. In cases where the quality of the dissertation requires more than one supervisor, a second supervisor with a PhD degree from the university, a higher education institution in Turkey and abroad or a higher education institution may be appointed. The student proposes the thesis topic that he / she determined together with his / her supervisor to the institute by the end of the second semester at the latest with the approval of the head of the department.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is “No” please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#19 : BR 4.3 Programmes should ensure that PhD candidates have appropriate training in ethics and responsible conduct of research.	YES	<i>Provide a list of the courses in ethics and responsible conduct of research. How many PhD candidates take these courses each year?</i>	<p>All the PhD students have to take the classes about Ethics which is compulsory. It is clearly indicated in :</p> <p>“Gazi University Graduate Education and Examination Regulations” (11 JUNE 2019), “Turkish Council of Higher Education Graduate Education and Examination Regulation” (20.04.2016) and also Application Principles of Doctorate Education and Examination Regulations by Gazi University Senate in (JULY, 2019.)</p> <p>CHAPTER FIVE PhD Program Scope</p> <p>ARTICLE 28 - (2) Ph.D. program consists of at least eight courses including qualifying exam, thesis preparation course and dissertation course, which includes at least one class with scientific research techniques, research and publication ethics, and a seminar course with total of at least 240 credits for students admitted with a master's degree; and for students admitted with a bachelor's degree, the Ph.D. program consists of at least 300 credits including at least fifteen courses, qualifying exam, thesis preparation course and thesis study</p> <p>On the web page of the Institute, there is a detailed information regarding the ethical issues:</p> <p>Thesis and Ethical Issues :</p> <p>All the research studies have to be maintained within the framework of the rules of ethics defined in “Higher Education Council Scientific Research and Publication Ethics Directive” and “Higher Education Institutions Ethical Behaviour Principles”.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#20 : BR 4.4 Programmes should have clear 3-4 year timeframe. Extensions should be possible but limited and exceptional.	YES	<i>Provide information about the normal length of PhD programmes. What is the actual length of study from enrolment to (a) submission, (b) defence? How is permission granted for extension?</i>	<p>The regular time period defined for a PhD study is 8 semesters which is equal to 4 years however, it can be extended to 4 more semesters (2 more years.)</p> <p>Candidates have to complete their courses in 2 years and PhD program maximum in 14 semesters. "Gazi University Graduate Education and Examination Regulations" (11 JUNE 2019)</p> <p>Time</p> <p>ARTICLE 29 - (1) The Doctorate program is eight semesters, starting from the period in which the courses related to the program that the students are admitted to with the master's degree except for the time spent in scientific preparation, regardless of whether they have enrolled or not, and the maximum completion period is twelve semesters; for those admitted with a bachelor's degree, it is ten semesters and the maximum completion period is fourteen semesters. The maximum period of successful completion of compulsory and elective courses in the course period required for the Ph.D. program is four semesters for those admitted with a master's degree and six semesters for those admitted with a bachelor's degree.</p> <p>In addition, the candidate has the opportunity to apply for suspension of her/his thesis studies if the specified excuses are suitable to Gazi University Right and Valid Reasons Directive. These time are not included in the PhD time limits.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, Maybe.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#21 : BR 4.5 Programmes should include relevant activities not directly related to the project (e.g. courses, journal clubs, participation in conferences, seminars and workshops, including preparation time) totalling about 15% of the whole programme. A substantial part should be concerned with training in transferable skills. (NB. "training" can be liberally interpreted as all scientific activities not	YES/ MAY BE	<i>Provide a list of courses and other activities. How are these assessed?</i>	<p>Among the total classes that the candidates have to take during their PhD studies, the students can select several courses from different divisions, different departments, or even from different Universities within a limit. These courses must be approved by the supervisor, Department and the Institute.</p> <p>List of Courses are available on the web page of the University PhD Programs Information Package.</p> <p>The candidates can participate in national and international conferences and the rate that the PhD students attend national and international conferences, meetings, symposiums, workshops etc. Is quite high in Gazi University among all the Turkish Universities since a high number of students are supported by ÖYP (Turkish Council of Higher Education fellowships) and ÖYP has a budget for such activities. PhD Students can get support from OYP for all type of supportive activities including courses for Laboratory Animals Raising and Experimental Researches certification courses.</p> <p>The students are also encouraged to attend Gazi University Student Associations.</p> <p>"Transferable Skills Courses" are also planned to be offered by the Institute, in the following semester.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#22 : BR 4.6 PhD programmes that are performed in parallel with clinical or other professional training should have the same time for research and course work as any other PhD.	YES	<i>Describe the arrangements for PhD candidates who do their PhD parallel with the PhD studies. How is it ensured that such PhD candidates have sufficient time for their PhD studies?</i>	<p>PhD programmes that are performed in parallel with clinical and other professional training have the same specific time frames for research as any other PhD. Within the time period given for PhD studies (8 semesters, maximum of 14 semesters) the student can make certain arrangements with his/her supervisor and it must be approved by the department and finally by the institute.</p> <p>The defined time periods and requirements are same for for all PhD programs either performed in parallel with clinical or professional training. When required by the candidate and/or supervisor, the candidate can take leave of absence if the specified excuses are suitable to Gazi University Right and Valid Reasons Directive. It is not possible to attend more than one graduate program at the same time.</p>

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#23 : BR 4.7 Progress of PhD candidates should be continuously assessed by the institution throughout the PhD.	YES	<i>Describe the arrangements to monitor PhD candidates.</i>	<p>When the student first starts PhD programme, he/she is guided by the Head of the Department until the supervisor is assigned. After that period, the supervisor is responsible for selecting the classes, and many other issues related with PhD studies.</p> <p>Th Institute is also responsible for the follow up the processes related with his/her PhD study, taking classes, seminar, ethics classes, qualification exam, the thesis subject, during writing the thesis, defending the thesis, applying for attending a national or international conference, or related activities, and finally submission of the thesis steps. However the main responsibility about the research thesis is mainly at PhD Thesis monitoring committee:</p> <p>"Gazi University Graduate Education and Examination Regulations" (11 JUNE 2019)</p> <p>Thesis monitoring committee</p> <p>ARTICLE 32 - (1) Thesis monitoring committee is established within one month at the latest by the recommendation of the related department and the decision of the board of directors of the institute by taking the opinion of the supervisor for the student who is successful in the qualifying exam.</p> <p>(2) The thesis monitoring committee consists of three faculty members, one of whom is the supervisor. Thesis monitoring committee is determined with the decision of the board of directors of the institute, among the three faculty members from another main science/science branch or another higher education institution, proposed by the supervisor, and from among three faculty members from the main science / science or another main science/science or higher education institution. One of the remaining two members is selected from the relevant main science/science branch and the other one is selected from another higher education institution or another main science/science branch within the University.</p>

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#24 : QD 4.1	For PhDs performed by clinicians, leave-of-absence from clinical duties could be provided for the PhD part of such programmes	YES	<i>Is leave-of-absence provided?</i>	Leave-of-absence can be provided by the approval of the Supervisor, the Department and the Institute. When required by the candidate and/or supervisor, the candidate can take leave of absence if the specified excuses are suitable to Gazi University Right and Valid Reasons Directive .

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
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#25 : QD 4.2	PhD programmes could where relevant have an element of interdisciplinarity.	YES/ MAY BE	<i>What proportion of PhD projects could be termed "interdisciplinary". Give examples.</i>	<p>6 Programs out of 40 (~15%) are interdisciplinary programs among the PhD programs.</p> <table border="1" data-bbox="768 639 1552 1596"> <thead> <tr> <th>All PhD Programmes</th> </tr> </thead> <tbody> <tr><td>ORAL AND CHIN SURGERY</td></tr> <tr><td>ENDODONTİ</td></tr> <tr><td>DENTAL DISEASES AND TREATMENT</td></tr> <tr><td>ORAL AND CHIN RADIOLOGY</td></tr> <tr><td>PERİODONTOLOGY</td></tr> <tr><td>PEDODONTİ</td></tr> <tr><td>ORTODONTİ</td></tr> <tr><td>PROSTHETIC DENTISTRY</td></tr> <tr><td>ORAL PATHOLOJGY</td></tr> <tr><td>PHARMACOLOGY (ECZ)</td></tr> <tr><td>BIOCHEMISTRY (ECZ)</td></tr> <tr><td>PHARMACEUTICAL TECHNOLOGY</td></tr> <tr><td>PHARMACEUTICAL CHEMISTRY</td></tr> <tr><td>PHARMACEUTICAL TOXICOLOGY</td></tr> <tr><td>ANALYTICAL CHEMISTRY</td></tr> <tr><td>PHARMACOGNOSY</td></tr> <tr><td>PHARMACOLOGY (TIP)</td></tr> <tr><td>MEDICAL MICROBIOLOGY</td></tr> <tr><td>IMMUNOLOGY</td></tr> <tr><td>PUBLIC HEALTH</td></tr> <tr><td>BIOCHEMISTRY</td></tr> <tr><td>PHYSIOLOGY</td></tr> <tr><td>HİSTOLOJİ-EMBRIYOLOJİ</td></tr> <tr><td>ANATOMİ</td></tr> <tr><td>MEDICAL BIOLOGY AND GENETICS</td></tr> <tr><td>BIOPHYSICS</td></tr> <tr><td>NURSING</td></tr> </tbody> </table>	All PhD Programmes	ORAL AND CHIN SURGERY	ENDODONTİ	DENTAL DISEASES AND TREATMENT	ORAL AND CHIN RADIOLOGY	PERİODONTOLOGY	PEDODONTİ	ORTODONTİ	PROSTHETIC DENTISTRY	ORAL PATHOLOJGY	PHARMACOLOGY (ECZ)	BIOCHEMISTRY (ECZ)	PHARMACEUTICAL TECHNOLOGY	PHARMACEUTICAL CHEMISTRY	PHARMACEUTICAL TOXICOLOGY	ANALYTICAL CHEMISTRY	PHARMACOGNOSY	PHARMACOLOGY (TIP)	MEDICAL MICROBIOLOGY	IMMUNOLOGY	PUBLIC HEALTH	BIOCHEMISTRY	PHYSIOLOGY	HİSTOLOJİ-EMBRIYOLOJİ	ANATOMİ	MEDICAL BIOLOGY AND GENETICS	BIOPHYSICS	NURSING
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<p>5. Supervision</p>			

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, Maybe.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#26 : BR 5.1 Each PhD candidate should have a principal supervisor and normally at least one co-supervisor.	YES/ MAY BE	<i>How many supervisors do PhD candidates have?</i> <i>How are responsibilities divided?</i>	<p>Normally each candidate have one supervisor but a co-supervisor can always be assigned if the student and the supervisor wishes. Assignment of a Co-supervisor must be approved by the Department and the Institute. The supervisor needs to explain which part of the study the second supervisor is responsible for.</p> <p>"Gazi University Graduate Education and Examination Regulations" (11 JUNE 2019)</p> <p>Assignment of supervisor and determination of thesis topic</p> <p>ARTICLE 30 - (1) At the end of the second semester, a supervisor who completed at least one master's degree (except the faculty of dentistry, pharmacy, medicine and veterinary faculties) shall be appointed to each student by the institute's board of directors with the request of the student and the approval of the academic committee of the department among the full-time supervisors. In the absence of a faculty member with the qualifications specified in the higher education institution, within the framework of the principles determined by the Senate, a faculty member who has successfully completed and managed at least one master's thesis from another higher education institution except dentistry, pharmacy, medicine and veterinary faculties may be selected by the board of directors as supervisor. In cases where the quality of the dissertation requires more than one supervisor, a second supervisor with a PhD degree from the university, a higher education institution in Turkey and abroad or a higher education institution may be appointed. The student proposes the thesis topic that he / she determined together with his / her supervisor to the institute by the end of the second semester at the latest with the approval of the head of the department. The subject of the supervisor and thesis is finalized with the approval of the board of directors of</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)		Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#27 : BR 5.2	The number of PhD candidates per supervisor should be compatible with the supervisor's workload.	YES	<i>What is the usual number of PhD candidates per supervisor? What is the range?</i>	<p>Depending on the total number of PhD candidates, work loads, maximum number of students a Supervisor can follow are monitored by the Institute in weekly meetings of Board of the Institute. It is always considered to be compatible with the supervisor's workload.</p> <p>The average number of PhD students per Supervisor is around 2 in Gazi University Institute of Health Sciences.</p> <p>"Turkish Council of Higher Education Graduate Education and Examination Regulation" (20.04.2016)</p> <p>When necessary, a second supervisor can be appointed either from another National or International Institutes. Application Principles of Doctorate Education and Examination Regulations by Gazi University Senate in (JULY, 2019.)</p>
#28 : BR 5.3	Supervisors should be scientifically qualified and active scholars in the field concerned.	YES	<i>Provide information about the qualifications required for a supervisor.</i>	<p>The Board of the Department and the Institute have the authority in appointing the supervisor to the PhD candidate. The Administrative Board of the Institute decides about the appointment the supervisor according to the teaching and work load of the supervisor.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, Maybe.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#29 : BR 5.4 Supervisors should have regular consultations with their PhD candidates.	YES	<i>Provide information about the number and type of consultations that supervisors hold with their PhD candidates.</i>	<p>Gazi University have accepted the "Gazi University Academic Counseling Guidelines" in 2017 which identifies the aims, duties and responsibilities of undergraduate academic advisor, coordination of consultation and the system of monitoring the development of student. The Guideline explains the responsibilities of the supervisor for guiding the student to choose his/her courses, advice during the registrations, follow the academic achievements of the student, follow the student's financial needs and report it to the Administration, to inform the students about possible fellowships, funding sources in the university, part time jobs in the campus, housing, food etc. , support the student about their career development and direct the students to necessary centers such as Student Scholarship and Social Services Information Center, Health Culture and Sports Department, Career Planning Research and Development Center, Guidance and Psychological Counseling etc. , Therefore the supervision rules in the Health Sciences Institute are traditionally obeyed to the same guidelines in principle.</p> <p><i>*Within the ORPHEUS Label progress, the Supervisor Agreement have been accepted.</i></p> <p>In the Agreement, the supervisors are obliged to meet their students at least for 4 hours every week. These meetings are very important for consultation for discussing the developments, planning the courses to be taken, thesis research study, deciding about participating in a conference, workshop, etc, and other future prospects.</p> <p>The Supervisor Agreement to be signed between the supervisor and the PhD candidate clearly determines the principles and the type of consultations that supervisors hold with their PhD candidates.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.	
#30 : BR 5.5	It should be ensured that training for all supervisors and potential supervisors is available.	YES	<i>Describe the training courses available. Provide information about number of supervisors who have taken these courses.</i>	<p>Supervisor Training programs have been planned and implemented within the ORPHEUS Standards, continuously. All the supervisors have to attend one of the Supervisor Training programs to be able to be appointed as a supervisor for the PhD candidates within Gazi University Health Sciences Institute.</p> <p>The upcoming Supervisor Training programs are planned for November 12-15, 2019. There will be applied workshops regularly to be able to discuss the main principles, problems, ethics, research facilities, etc. All the supervisors have to take these training otherwise they will not be able to supervise new students in Gazi University Health Sciences Institute.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.	
#31 : BR 5.6	The supervisor-candidate relationship is the key to a successful PhD programme. There should be mutual respect and shared responsibility.	YES/ MAY BE	<p><i>Describe the procedures taken to enhance the supervisor-candidate relationship.</i></p> <p><i>Describe how supervisors and PhD candidates are matched. Describe arrangements for solving supervisor-candidate conflicts.</i></p>	<p>Within the PhD Supervision Agreement, the mutual respect and shared responsibility is explained and it is expected that both the PhD supervisor and the PhD candidate understands that a good relationship is the key to a successful PhD programme. Besides, within the supervisor training sessions, these are being discussed and if necessary the Institute Board also provides support.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, Maybe.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.	
#32 : BR 5.7	Institutional assistance should be provided for career development. This should be continuous, starting from the time of enrolment.	YES	<p><i>Describe how and when PhD candidates are assisted in career development. How many PhD candidates take advantage of these arrangements?</i></p>	<p>For career development, a significant assistance is given or organized by the Institute of Health Sciences for training and support for the candidates in several ways.</p> <p>Turkish Health Sciences Institutes Meetings are planned every year and the possibilities and problems are discussed. Career possibilities are discussed, private and governmental funding agencies are invited. Gazi University hosted 2019 Turkish Health Sciences Institutes Meetings and several speakers were invited from the sector and from the related governmental Institutions and all the possibilities were considered.</p> <p>In addition for the personal improvement of PhD candidates, topics related to career development such as how to prepare CV, professional skills such as preparing a research project, references writing programs, funding a project, entrepreneurship, etc. and other related courses and seminars are given or organized by the Institute or the Gazi University Continuous Education and Research Center, Academic Writing Center, GUDAM etc. Such seminars and classes are attended by approximately 300 candidates every year.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)		Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#33 : QD 5.1	Responsibilities of each supervisor ought to be explicit.	YES	<i>Provide information about the responsibilities of the supervisor.</i>	<p>Responsibilities of supervisors is explained in : "Gazi University Graduate Education and Examination Regulations" (11 JUNE 2019), "Turkish Council of Higher Education Graduate Education and Examination Regulation" (20.04.2016) and also Application Principles of Doctorate Education and Examination Regulations by Gazi University Senate in (JULY, 2019.) Regulations already identifies the aims, duties and responsibilities of academic advisor, coordination of consultation and the system of monitoring the development of student.</p> <p>Besides, more clearly the Supervisor Agreement that have been accepted within the progress of ORPHEUS process, explicitly defines the responsibilities and duties of a supervisor.</p>
#34 : QD 5.2	Supervisors ought to have broad local and international scientific networks.	YES	<i>How is it ensured that supervisors have suitable networks?</i>	<p>Most of The supervisors have several scientific networks which is followed by the numbers reported in Academic Activities Reports prepared by the departments at the end of every year. So the Departments and the Institute can monitor the participation number of faculty members in International Conferences, Meetings, Congress etc.</p> <p>The University has a budget for supporting the Faculty members for their participation in International scientific activities. In addition, there are is an Academic Incentive Commission in every department and every Institute. The Commission is composed of the Academicians who have the highest academic activity points. Every year all of these activities are evaluated by the Departments and Institute.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, Maybe.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.	
#35 : QD 5.3	Supervisors ought to assist with career development.	YES	<p><i>How do supervisors assist with career development? Does the graduate school provide assistance?</i></p>	<p>Supervisors support their students to improve their skills and develop their careers. There are several ways a supervisor carries out these duties:</p> <ul style="list-style-type: none"> ➤ Supervisors support the PhD candidates by guiding in; <ul style="list-style-type: none"> ○ which courses to take ○ which applied research techniques to become experienced on ➤ Supervisors encourage the PhD candidates to; <ul style="list-style-type: none"> ○ Participate in national and international conferences, seminars, symposiums ○ Participate in national and international workshops to develop their skills and get hands on experience on applied research ➤ Supervisors introduce the PhD candidates to the scientific network in the field. ➤ Supervisors lead the PhD candidates to necessary services of the University when needed, such as Career Planning Research and Development Center. ➤ Supervisors may apply for national or international projects so that the PhD candidate has more opportunity to be involved in a research group. ➤ Supervisors also have connections with the Industry so that they can introduce their students with their network whenever there are possibilities. <p>❖ There are Graduates Days organized by the departments every year, where most distinguished people in the field both from academia and related sector and also companies, firms are also invited. Faculty members and the student can find the opportunity to meet with whom they would like to, in these days and usually, these Graduates Days are one of the most important facilities for the PhD candidates.</p> <p>Besides, Supervisor Agreement that have been accepted within the progress of ORPHEUS process, defines the responsibilities and duties of a supervisor about the career development of the PhD candidate.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#36 : QD 5.4 Institutions could consider having contracts on the supervision process, signed by supervisor, PhD candidate and head of graduate school.	YES	<i>Are such contracts being used?</i>	Yes Supervisor Agreement that have been accepted within the progress of ORPHEUS process, explicitly defines the responsibilities and duties of a supervisor and the PhD Candidate that the Head of the Institute also signs.

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.	
#37 : QD 5.5	The principal supervisor, at least, ought to have some formal training as supervisor.	YES	<p><i>Provide information about training courses for supervisors. How many supervisors have had such courses?</i></p>	<p>Supervisor training is being given by the Assistant Directors of the Health Sciences Institute:</p> <ul style="list-style-type: none"> ➤ Assoc. Prof. Dr. Aysel Berkkan ➤ Assoc. Prof. Dr. Adviyе Gülçin Sağdıçođlu Celep <p>They have attended the supervision training sessions organized by Marmara University and Orpheus Committee in Istanbul, in 2018.</p> <p>All the supervisors have to get the training to be able supervise a PhD thesis. The most recent training session is organized for 12-15 October 2019.</p> <p>Upcoming training sessions are also planned including the applied workshops and discussion sessions.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.	
#38 : QD 5.6	Supervisors could where possible also act as co-supervisors for PhD candidates at other graduate schools.	YES	<i>Is this common?</i>	<p>Supervisors can always act as co-supervisors. Normally each candidate have one supervisor but a co-supervisor can always be assigned from National or International Institutions if the student and the supervisor wishes. Assignment of a Co-supervisor must be approved by the Department and the Institute.</p> <p>Supervisors in Gazi University also acts as Co-supervisors for PhD candidates at other graduate schools which is very common, particularly primarily among the Universities in Ankara (Hacettepe University, Ankara University, Middle East Technical University, etc...) and also in other universities in Turkey (Antalya University, Ege University, etc...).</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)		Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#39 : QD 5.7	Graduate schools ought to consider appointing a mentor or equivalent for each PhD candidate, in addition to the supervisor team, to discuss programmes from another aspect than the science topic alone.	NO	<i>Are mentors appointed? If not, would it be a good idea?</i>	<p>Yes, it would be a great idea to consider appointing a mentor for each PhD candidate. This can be suggested to the Institute Administration Board and would be very beneficial for the Institute in several ways.</p> <p>Mentorship program is under consideration for the students who have been enrolled in a National or an International exchange program such as Erasmus, Mevlana or Farabi. PhD candidates are encouraged to meet with these students and listen to their experiences, which helps the PhD students to get involved in such programs.</p>
6. PhD thesis				

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.	
#40 : BR 6.1	The PhD thesis should be the basis for evaluating if the PhD candidate has acquired independent research skills and can evaluate work done by others.	YES	<p><i>Is this correct for your institution?</i></p> <p><i>Does the institution have other means for assessing these competences?</i></p>	<p>PhD thesis is the basis for evaluating if the PhD candidate has acquired independent research skills and can evaluate work done by others however there are supportive items to evaluate these earnings:</p> <ul style="list-style-type: none"> - The candidate must be successful in all the courses taken, as well as Research Methodology Classes and Ethics. - Seminar course helps the Supervisor to see if the candidate is good enough in literature searching and evaluating the work done by others. - Qualification exam must be passed. - The PhD thesis must have been completed in suitable time periods. - Writing a PhD project together with the candidate is a very important basis to evaluate if the candidate have developed good research skills. - PhD thesis is defenced in front of the jury members and is open to all the members of the Graduate program and other academicians. - One of the most important part is the scientific papers that is published from the thesis. <p>Getting patents from the PhD thesis is a very important point in evaluation of the theses competences.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, Maybe.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
<p>#41 : BR 6.2</p> <p>The benchmark for a PhD thesis in health sciences is the equivalent of three <i>in extenso</i> papers in scientific peer-reviewed international journals. Manuscripts are also acceptable. It is the task of the assessment committee to determine if the material demonstrates 3-4 years of research at international level.</p>	<p>YES</p>	<p><i>Describe the content normally required by the institution for a PhD thesis regarding original work.</i></p>	<p>The main criteria is changed according to the ORPHEUS Label progress. 3 scientific papers prepared from the thesis are necessary to be able to graduate from a PhD programme in Gazi University Health Sciences Institute. The rules are as follows:</p> <p>In order to establish a Ph.D. Thesis Defense Jury, the following conditions must be fulfilled for the students enrolled in the Ph.D.</p> <ol style="list-style-type: none"> 1. At least one manuscript published in national / international refereed scientific journals covered by SCI, SCI Expanded, SSCI or AHCI indexes prepared by the student together with his / her advisor. 2. At least one article prepared by the student together with his / her advisor and published in national / international peer-reviewed scientific journals within the scope of indexes determined by the Institute Board for 3 years. 3. At least one article prepared by the student together with his / her supervisor and submitted for evaluation in national / international peer-reviewed scientific journals within the scope of indexes determined by the Institute Board for 3 years. (The evaluation of the eligibility of the manuscript is done by the Thesis Monitoring Committee.) <p>The first publication of the PhD student;</p> <ul style="list-style-type: none"> - If published / accepted in the journals of Q1 category, instead of 3 publications; - If it is published / accepted in the journals of Q2 category, it can be accepted instead of 2 publications. <p>Regarding the thesis;</p> <ul style="list-style-type: none"> - Q1 may be accepted instead of publication if there is a national / international patent / utility model application in the process of review. <p>*Regarding to the changes within ORPHEUS Label progress, the PhD candidate must be the first</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#42 : BR 6.3 In defining the benchmark for a PhD thesis, the assessment committee should take account of the provisos listed in the Annotations, for example the annotation indicating that fewer than three papers may be accepted if published in highly rated journals.	YES	<i>To what extent are the "normal" requirements as described in BR6.2 adhered to, and under what circumstances are other criteria accepted?</i>	<p>In order to establish a Ph.D. Thesis Defense Jury, the following conditions must be fulfilled for the students enrolled in the Ph.D.</p> <ol style="list-style-type: none"> 1. At least one manuscript published in national / international refereed scientific journals covered by SCI, SCI Expanded, SSCI or AHCI indexes prepared by the student together with his / her advisor. 2. At least one article prepared by the student together with his / her advisor and published in national / international peer-reviewed scientific journals within the scope of indexes determined by the Institute Board for 3 years. 3. At least one article prepared by the student together with his / her supervisor and submitted for evaluation in national / international peer-reviewed scientific journals within the scope of indexes determined by the Institute Board for 3 years. (The evaluation of the eligibility of the manuscript is done by the Thesis Monitoring Committee.) <p>The first publication of the PhD student;</p> <ul style="list-style-type: none"> - If published / accepted in the journals of Q1 category, instead of 3 publications; - If it is published / accepted in the journals of Q2 category, it can be accepted instead of 2 publications. <p>Regarding the thesis;</p> <ul style="list-style-type: none"> - Q1 may be accepted instead of publication if there is a national / international patent / utility model application in the process of review.

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.	
#43 : BR 6.4	In addition to papers, the thesis should include a full literature review and full account of aims, method, results, discussion and conclusion.	YES	<i>Describe the content of the other parts of the thesis.</i>	<p>The thesis general format and content is explained in the "Thesis Writing Manual" in detail.</p> <p>The PhD thesis includes;</p> <ul style="list-style-type: none"> • Introduction: <ul style="list-style-type: none"> ○ Literature • Main Text: <ul style="list-style-type: none"> ○ Definition of the problem, scope, goal of the study, importance of the research, hypothesis, limitations of the study • Materials and Methods • Results • Discussion <ul style="list-style-type: none"> ○ Comparison of the results with the literature • Conclusion and Suggestions • References • Appendixes

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#44 : BR 6.5 If the thesis is presented in other formats (e.g. as single monograph), the assessment committee should ensure equivalence to the above benchmark.	YES /MA YBE	<i>How many theses are presented in other formats e.g. monographs?</i>	Most thesis are presented in the same presentation format and are not presented in other formats however when necessary the Institute have the authority to decide about the presentation format of the PhD thesis.
#45 : BR 6.6 A PhD thesis in clinical medicine should meet the same standards as other PhD theses .	YES	<i>Is this correct for your institution?</i>	Yes, either clinical medicine or not, all the thesis should meet the same standards, all the requirements must be fulfilled and the thesis must be prepared and defended in the same standards.

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.	
#46 : QD 6.1	The thesis ought to be written and optimally also defended in English, unless national regulations stipulate otherwise. An abstract of the thesis should be published in English.	NO/ MAY BE	<i>Provide information about the language used in the thesis, and in the defence.</i>	<p>The thesis is written in Turkish, with an abstract both in Turkish and in English, as explained in the Thesis Writing Manual. The thesis is also defended in Turkish except in programs in English where both are performed in English.</p> <p>In certain conditions when proposed by the Academic Board of the Program, although not very often the Board of the Institute may decide that the theses can be written in English.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, Maybe.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#47 : QD 6.2 If articles/manuscripts are joint publications, co-author statements ought to document that the PhD candidate has made a substantial and independent contribution. Ownership of results from PhD studies ought to be clearly stated.	YES	<i>Describe the procedure used to identify the contribution of the PhD candidate to each of any multi-authored publications. What procedure is used to assess the accuracy of any statements made? Are there circumstances where the same publication is used in more than one thesis? How is the question of ownership dealt with?</i>	<p>The Supervisor agreement defines that the PhD candidate should be the first name due to the contribution made by the candidate.</p> <p>*Regarding to the changes within ORPHEUS Label progress, the PhD candidate must be the first name in the publication.</p> <p><i>"The Ph.D. Student should be the first name in the publication produced from the thesis work, the order of the names of other authors should be determined according to the contributions of the thesis." (Graduate Student and Supervisor Agreement)</i></p> <p>The same publication can not be used in more than one thesis. Only an abstract can be presented and published in conferences and it is always mentioned in the publication.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)		Does your institution comply? Yes, No, Maybe.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#48 : QD 6.3	PhD theses ought to be published on the graduate school's homepage, preferably <i>in extenso</i> . If patent or copyright legislation prevent this, at least abstracts of the theses ought to be publicly accessible.	YES/ MAY BE	<i>Provide information about how PhD theses are published.</i>	Completed PhD thesis have to be sent to Council of Higher Education by the Institute within 3 months of graduation date. The completed thesis are published in the web page of the Institute of Health Sciences and the full text documents are always reached at the web site of Council of Higher Education . Patent or copyright legislation may prevent the availability of full thesis, then a time period is indicated with a form that explains how long the thesis will be unavailable. *Regarding to ORPHEUS Label progress, all the thesis will appear on the web site of Gazi University.
#49 : QD 6.4	There could be a lay summary of the thesis in the local language.		<i>Describe the format of any lay summary.</i>	The thesis is written in Turkish, with an abstract in both Turkish and English, as explained in the Thesis Writing Manual . The abstract in Turkish and in English are always available although patent or copyright legislation prevents the availability of full thesis.
7. Thesis assessment				

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#50 : BR 7.1 Acceptance of a PhD thesis should include acceptance of both written thesis and a subsequent oral defence.	YES	<i>Describe the procedures for assessing the written thesis and the oral defence.</i>	<p>The procedures for assessing the written thesis and the oral defence are clearly indicated in all the regulations. “Gazi University Graduate Education and Examination Regulations” (11 JUNE 2019), “Turkish Council of Higher Education Graduate Education and Examination Regulation” (20.04.2016) and also Application Principles of Doctorate Education and Examination Regulations by Gazi University Senate in (JULY, 2019.)</p> <p>After 3 successful thesis monitoring meeting committee reports, PhD candidate can complete and defend the thesis. The supervisor must approve the written thesis that it is in accordance with the qualifications, then the supervisor sends the thesis to the institute. The institute evaluated if the format of the thesis is in accordance with the guidelines (Thesis Formal Evaluation Form – Form 29 (Annex 23)). Then the thesis can be sent to the jury for assessment. Also the defence date must be announced on the web page of the Institute before one week (Thesis Defence Announcement Information Form – Form 30 (Annex 24)).</p> <p>In a month, the jury meets for the thesis defence. Personal reports are evaluated to decide if the jury members find the thesis suitable for defending. If all the reports are positive, the PhD candidate defences the thesis orally in an open environment for the participation of lecturers, graduate students and field experts.</p> <p>“Gazi University Graduate Education and Examination Regulations” (11 JUNE 2019), Preparation and finalization of PhD thesis ARTICLE 34 - (1) The issues related to the preparation and finalization of the dissertation are determined according to the procedures and principles approved by the Senate.</p> <p>(2) A student in a doctoral program writes his / her results in accordance with the thesis writing rules approved by the Senate. In order to establish a thesis defence jury, the student must obtain the approval of the supervisor by certifying that he / she has fulfilled one of the</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.	
#51 : BR 7.2	PhD degrees should be awarded by the institution on the recommendation of the assessment committee which has evaluated the thesis and the oral defence.	YES	<i>Is this correct for your institution?</i>	After the thesis defence the jury members prepare a Thesis Evaluation Report (Form 15) for the assessment of the thesis defence and explain their opinions whether the PhD candidate is successful or not. The assessment forms and exam report are sent to the institute. Finally on the recommendation of the assessment committee, the board of the institute decides if the PhD candidate will be awarded with the PhD degree or not.

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.	
#52 : BR 7.3	The assessment committee should consist of established and active scientists without connection to the milieu where the PhD was performed and without conflict of interest. Min. two should be from another institution.	YES/ MAY BE	<p><i>How many members does the assessment committee have, how are they appointed and how is it ensured that there is no conflict of interest?</i></p>	<p>"Gazi University Graduate Education and Examination Regulations" (11 JUNE 2019), Preparation and finalization of PhD thesis ARTICLE 34 - (4) The doctoral jury consists of five (*) people, at least two of whom are faculty members of another higher education institution, together with the thesis monitoring committee.</p> <p>*Regarding to ORPHEUS Label progress, according to the decisions of Board of the Institute, PhD thesis assessment committee is established by 6 members including the supervisor however the supervisor does not have the right to vote.</p> <p>(5) For the doctoral dissertations with the second supervisor, the jury of which the second supervisor is a member consists of seven faculty members. Other criteria related to the establishment of a thesis defence jury are arranged according to the procedures and principles approved by the Senate.</p> <p>Jury members are suggested by the recommendations of supervisor and the board of scientific programme, 2 of whom have to be from other Institutions and sent to Institute by using Thesis Defence Jury Assignment Form (Form 13). The jury members suggested by the Board of the Programme and the supervisor are responsible to express any conflict of interest.</p> <p>In addition, regarding to ORPHEUS Label progress, the Supervisor Agreement form also indicates that when there is a conflict of interest, the supervisor must inform the Institute.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)		Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#53 : BR 7.4	The supervisor should not be a member of the assessment committee. If local regulations require this, the supervisor should not have a vote.	YES	<i>Is this correct for your institution?</i>	Regarding to ORPHEUS Label progress, it is accepted by the Board of Institute of Health Sciences and all the members, the supervisor does not have a vote however he/she can attend the thesis defence exam.
#54 : BR 7.5	If the assessment of the thesis/defence is negative, the PhD candidate should normally be given an opportunity to rewrite/an additional defence.	YES	<i>What arrangements are there following a negative assessment?</i>	<p>If the assessment of the thesis/defence is negative, the PhD candidate is given another opportunity to rewrite/an additional defence the thesis within 6 months. .</p> <p>"Gazi University Graduate Education and Examination Regulations" (11 JUNE 2019),</p> <p>Preparation and finalization of PhD thesis</p> <p>ARTICLE 34 - (8) The student whose correction decision is made about the thesis defends his / her thesis before the same jury by making necessary corrections within six months at the latest.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is “No” please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#55 : BR 7.6 The oral examination should be detailed enough to ensure that the thesis is the candidate’s own work, that the intended training goals have been achieved, and that the candidate is able to put the results into scientific context.	YES	<i>Describe the format of the oral defence and the extent to which this is a true examination or more a traditional formality. Does the PhD candidate also give a lecture?</i>	<p>Usually the oral examination takes around 2-3 hours. The candidate presents the literature, aim, materials and methods, hypothesis, results and discusses the results of the PhD thesis with the literature data, gives conclusion and suggestions. Question and answers session takes place after the presentation part.</p> <p>“Gazi University Graduate Education and Examination Regulations” (11 JUNE 2019),</p> <p>Preparation and finalization of PhD thesis</p> <p>ARTICLE 34 - (6) The members of the jury shall meet within one month at the latest from the date of submission of the thesis to the thesis defence exam. The thesis defence exam consists of the presentation of the thesis and the following question-answer session. The thesis defence exam is held in an open environment for the participation of lecturers, graduate students and field experts.</p> <p>(7) After the completion of the thesis defence exam, the jury decides to accept, reject or correct the thesis by a simple majority. The decision shall be notified to the institute with a personal report within three working days following the examination by the relevant department. The justification of the jury member (s) making the rejection decision is also added.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.	
#56 : QD 7.1	The oral defence ought to be open to the public.	YES	<i>Who is able to attend the oral defence?</i>	<p>Yes, oral defence is held in an open environment. Usually other PhD candidates and Faculty members are invited.</p> <p>"Gazi University Graduate Education and Examination Regulations" (11 JUNE 2019),</p> <p>Preparation and finalization of PhD thesis</p> <p>ARTICLE 34 - (6) The members of the jury shall meet within one month at the latest from the date of submission of the thesis to the thesis defence exam. The thesis defence exam consists of the presentation of the thesis and the following question-answer session. The thesis defence exam is held in an open environment for the participation of lecturers, graduate students and field experts.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#57 : QD 7.2	Where possible at least one member of the assessment committee could be from another country.	YES	<i>What proportion of assessment committees includes members from another country?</i>
<p>Yes a member of the assessment committee could be from another country. Conducting the exam is defined in the regulation:</p> <p style="text-align: center;">"Gazi University Graduate Education and Examination Regulations" (11 JUNE 2019)</p> <p>Conducting exams using electronic media</p> <p>ARTICLE 41 - (1) In the graduate programs, proficiency, thesis monitoring / defence examination may also be performed by using audio and video communication technologies in case the other jury members / members are present in the city or abroad, provided that the absolute majority is to participate in the examination.</p> <p>Assessment committees including members from other countries are not very often however, with the change in the regulation in 2019, this is highly expected.</p>			

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.	
#58 : QD 7.3	Apart from the thesis, the institution ought to ensure that sufficient transferable skills have been acquired during the PhD programme.	MAY BE	<i>How does the graduate school ensure that transferable skills have been acquired?</i>	The names of the courses are not transferable skills courses however there are several courses and seminars given or organized by the Institute or the Gazi University Continuous Education and Research Center , Academic Writing Center , GUDAM etc. In the process of ORPHEUS label, "Transferable skills" for the personal improvement of PhD candidates, topics related to career development such as how to prepare CV, professional skills such as preparing a research project, references writing programs, funding a project, entrepreneurship, etc. are in progress.

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)		Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#59 : QD 7.4	The competences developed during the PhD programme could be documented in a portfolio. This documentation could be evaluated by the assessment committee and form part of their decision concerning the award of the PhD degree.	NO/ MAY BE	<i>Do PhD candidates prepare a portfolio, and is this assessed as part of the decision on award of the PhD degree?</i>	The regulation requires inclusion of a CV at the end of the PhD theses and which summarizes the competencies developed during the PhD program. Attended conferences, seminars, presented talks and other related competencies can be evaluated in general.
8. Structure of Graduate School				

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#60 : BR 8.1 The graduate school should have sufficient resources for proper conduct of PhD programmes. This includes resources to: Support admission of PhD candidates, implement the PhD programmes of the PhD candidates enrolled, assess PhD theses and award PhD degrees.	YES	<i>Provide information about the resources available to the graduate school.</i>	Both The Institute of Health Sciences and each specific program within the affiliated department have their yearly budget. This budget is used for all the application and admission processes of the candidates, assess PhD theses, award the degrees, prepare diplomas and graduation ceremonies. The institute carries out all the regulational and administrative implementations of the programs and information is shared in weekly meetings of the Board of the Institute. For specific costs related with the PhD programs, Gazi University directly supports the Health Sciences Institute financially.

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#61 : BR 8.2 The graduate school should have a website in English and possibly also the national language including transparent information about the content of PhD programmes and the policies of the graduate school.	YES/ MAY BE	<i>Describe the website and give its URL. Refer to Best Practices document for type of information that is recommended.</i>	The Institute has a website also in English and the updating is still in progress. Gazi University Health Sciences Information Package is updated currently. Gazi Universitesi Saglik Bilimleri Enstitusu (Turkish) http://saglikb.gazi.edu.tr/?language=tr_TR Gazi University Institute of Health Sciences (English) http://saglikb.gazi.edu.tr/?language=en_US

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.	
#62 : BR 8.3	Merit should be given for courses taken elsewhere or other relevant experience.	YES	<i>Is merit given? For courses? For previous research?</i>	<p>Yes courses taken from other higher education institutions are accepted within credit limits (1/4).</p> <p>"Gazi University Graduate Education and Examination Regulations" (11 JUNE 2019)</p> <p>SECOND PART</p> <p>General Principles</p> <p>Courses and course credits</p> <p>ARTICLE 9- (7) The student may take graduate courses offered in other higher education institutions with the recommendation of the institute department and the approval of the administrative board of the institute. Students enrolled in the master program or admitted to the master's degree and doctorate program or admitted to the master's degree doctorate program can select 1/4 of the credits to be taken from other higher education institutions.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#63 : QD 8.1 There ought to be procedures for regular review and updating of the structure, function and quality of PhD programmes, including both supervisor and candidate feedback.	YES	<i>Provide information about how this is performed.</i>	<p>Health Sciences institute performs regular meetings (almost monthly) with the Board of Administration of the Institute which represents all the faculty members and supervisors and in these meetings the problems and possible solutions are always discussed. Specific problems with the supervisors and candidates can be presented and solutions can be suggested. In addition, supervisors and candidates can always contact with the Administrative Board of the Institute for problems and possible solutions, either orally or with written statements. Based on the outcomes of these discussions and meetings, studies to improve the programs are carried out.</p> <p>In addition questionnaires for PhD candidates, graduates and supervisors are being prepared, which will be an important feedback after the evaluation of results.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is “No” please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#64 : QD 8.2 Representatives of the PhD candidates ought to interact with the leadership of the graduate school regarding the running of the graduate school. Candidate organisations ought to be encouraged and facilitated.	YES	<i>How are PhD candidates involved in the running of the graduate school? Is there a PhD association or equivalent?</i>	<p>Yes there is a PhD representative that is always in contact with the Institute and can attend the weekly/monthly meetings of Board of the Institute or the Board of the Administration of the Institute, respectively. All the PhD candidates can contact easily with the PhD candidates representative.</p> <p>There is not a specific PhD association however within the ORPHEUS Label process, it is encouraged to be settled.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.	
#65 : QD 8.3	PhD candidates ought to have rights and duties commensurate with the value (to the institution) of the research performed.	YES	<p><i>Describe the rights and duties of PhD candidates. How much are PhD candidates paid?</i></p>	<p>PhD candidates have the right to get qualified education, the right to have a competent supervisor, and right to ask for a change in supervisor. In any problems, the candidate has the right to apply to the Institute for solution. In return she/he should take and pass the compulsory courses of the program and develop required competencies, she/he should prepare the research project with her/his supervisor, present the project to the thesis follow-up committee every 6 months and defend the thesis to both written and orally when completed, do the necessary studies for the publication of the research papers.</p> <p>Most of the PhD candidates are given research assistantships which is a governmental position that regularly pays monthly around 6000 TL.</p> <p>Some of the candidates get their salary from the University whereas it is possible for the candidates to get fellowships from BAP, TUBITAK or other governmental resources including some other foundations, they can also get extra income from the research projects.</p>

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.	
#66 : QD 8.4	There ought to be an appeal mechanism allowing PhD candidates to dispute decisions concerning their programmes and thesis assessment.	YES	<i>How can PhD candidates appeal?</i>	The appeal mechanism proceeds stepwise; first to the director of the program, next academic board of the program, board of the institute, higher boards of the University. Usually the problem is solved by discussion in between the PhD candidate and the director of the Program or with the Board of the Institute, however there are few cases that takes legal action. In case, the problem cannot be solved and/or come to an agreement, the candidate has the right to take a legal action as well.

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is “No” please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.	
#67 : QD 8.5	Confidential candidate counselling concerning e.g. the PhD programme, supervision, as well as personal matters ought to be offered by the graduate.	YES	<i>Describe what counselling facilities are available, and the degree to which the counsellor is independent of the doctoral school leadership and supervisors. How many PhD candidates use such facilities each year?</i>	Gazi University has a center for “ Student Counseling and Scholarship Services ”, the candidates are free to use the center. Individual meetings, group meetings, courses, seminars and orientation programs are organized by the experts and experienced staff. Guidance and counseling services are provided to all students who apply to the department. The number isn’t available, since these information is confidential.

Basic Recommendations (abbreviated - see Best Practices document for full recommendations)	Does your institution comply? Yes, No, May be.	Please expand your answer with the following information. If the answer is "No" please indicate if you would like to make changes that would allow compliance. If such changes are not wanted, please explain.	Response. Please be succinct and refer to e.g. graduate school website where relevant.
#68 : QD 8.6 Graduate schools could consider having a thesis committee for each PhD candidate that monitors the progress of the PhD candidate through meetings with the PhD candidate and the supervisors.	YES	<i>Do PhD candidates have a thesis committee? Who is on this committee?</i>	<p>Yes PhD candidates have thesis monitoring committee and the related regulations are given in: "Gazi University Graduate Education and Examination Regulations" (11 JUNE 2019)</p> <p>CHAPTER FIVE PhD Program Thesis monitoring committee</p> <p>ARTICLE 32 - (1) Thesis monitoring committee is established within one month at the latest by the recommendation of the related department and the decision of the board of directors of the institute by taking the opinion of the supervisor for the student who is successful in the qualifying exam.</p> <p>(2) The thesis monitoring committee consists of three faculty members, one of whom is the supervisor. Thesis monitoring committee is determined with the decision of the board of directors of the institute, among the three faculty members from another main science/science branch or another higher education institution, proposed by the supervisor, and from among three faculty members from the main science / science or another main science/science or higher education institution. One of the remaining two members is selected from the relevant main science/science branch and the other one is selected from another higher education institution or another main science/science branch within the University.</p> <p>(3) It is important to ensure that the specialization areas of the thesis monitoring committee members are compatible with the subject of the thesis, and that the thesis monitoring committee members are selected from different disciplines especially in interdisciplinary thesis studies. If the second supervisor is appointed, the second supervisor may attend the committee meetings as an audience.</p>

Please provide any recommendations you may have for improvement of this questionnaire

Gazi University became a member of ORPHEUS in August 2018, however the current Graduate Education and Examination Regulations (2017) were expected to change in that time period. Finally in 11 JUNE 2019, the new "[Gazi University Graduate Education and Examination Regulations](#)" have been accepted. Besides some of the details were still not clear and in JULY 2019, [Application Principles of Doctorate Education and Examination Regulations by Gazi University Senate in \(JULY, 2019.\)](#) have been accepted. The main regulations by Higher Council of Education "[Turkish Council of Higher Education Graduate Education and Examination Regulation](#)" (20.04.2016) are still active.

Within this time period, several steps have been taken to improve the PhD Education Program in Medicine and Health Sciences of Gazi University.

1. [Academic Information System](#) have been prepared which is available online where the rankings of publications of the Gazi University academicians can be followed.
2. Supervisor Agreement is accepted and all the supervisors will sign the agreement for their PhD students.
3. It is also accepted that supervisor do not have the right to vote the PhD thesis at the thesis defense.
4. For the improvement of the quality of the PhD thesis, it is accepted that 3 international scientific publications related to the PhD thesis are necessary.
5. Supervision Training is being carried out and new Supervisor Training programs have been planned and implemented within the ORPHEUS Standards, continuously. All the supervisors have to attend one of the Supervisor Training programs to be able to be appointed as a supervisor for the PhD candidates within Gazi University Health Sciences Institute. Applies sessions and workshops are also planned.
6. In the past one year Orpheus seminars have been given continuously in the meetings of Administrative Board of the Institute.
7. In each department running a PhD programme, Orpheus Coordinators are appointed. They help and support the progress of ORPHEUS Label progress.

8. Research Facilities of each Programme have been determined and recorded to inform all the other programs within the Institute and are announced from the web page of the Institute to support research and collaboration.
9. To improve and enhance the international collaborations for PhD thesis, a new item have been added to the [Gazi University Scientific Research Unit - BAP](#) (2019) about financially supporting the PhD candidate to go abroad for 3 months to carry out part of the PhD thesis study.
10. “[31st Turkey Universities Health Sciences Institutes Meeting](#)” was held on April 25, 2019 at Gazi University, hosted by the [Institute of Health Sciences](#). In the meeting, the current problems in the field of Health Sciences were discussed and solution proposals were evaluated. In that meeting all the stakeholders were invited. Gazi University Rector Prof. Dr. İbrahim USLAN and The Administrative Board, Deputy Minister of Industry and Technology Prof. Dr. Çetin Ali DÖNMEZ and President of Higher Education Quality Committee Muzaffer ELMAS and Turkey Pharmaceuticals and Medical Devices Agency President Dr. Hakkı GÜRSÖZ attended the meeting.

ORPHEUS Session was also organized and the attendance was very high. Faculty members taking part as supervisors, graduates, graduate students and administrative personnel also were involved.

- o Project resources such as [KOSGEB](#) were introduced to faculty members and PhD candidates.
- o [Ministry of Industry and Trade](#) projects were introduced
- o [Council of Higher Education \(YOK\)](#), Scholarships
- o Overseas facilities were introduced to our PhD candidates.

All the group discussions were very fruitful to evaluate the expectations and the outcomes of the programme.

For institutions that would like to have input from ORPHEUS

The completed questionnaire should be sent to the Chairman of the ORPHEUS Labelling Board, Prof. Michael Mulvany, Aarhus University, Aarhus, Denmark. Tel. +45 28992189, mm@farm.au.dk, who will arrange for expert facilitators to examine the responses and provide suggestions. In this case, please also provide the core data indicated below.

Please note that this service is only available for members of ORPHEUS. Please note also that this information is to provide facilitators with a general overview of the institution, and precise data are not needed; estimates are sufficient.

Please confirm that your institution is a member of ORPHEUS in good standing	YES (Date: 21.08.2019)
Name, position and e-mail of person completing the questionnaire	Assoc. Prof. Dr. Adviye Gulcin SAGDICOGLU CELEP, Assistant Director of Gazi University Health Sciences Institute (gulcincelep@gazi.edu.tr)
Name of PhD organization responsible for PhD education (e.g. Graduate School of ...)	Gazi University Institute of Health Sciences
Name of the University or Faculty of which the PhD organization is a part	Gazi University
Name and e-mail of the head of the PhD organization	Prof. Dr. Mustafa ASLAN (marслан@gazi.edu.tr)
Name and e-mail of the head of the PhD organization administration	Bahtiyar Hülya YAHSI (bahtiyar.yahsi@gazi.edu.tr)
Total number of PhD candidates (PhD students) currently enrolled	901 PhD Candidates
Gender, age, etc. of PhD candidates	582 Female 319 Male Mean age 32
Number of PhD candidates who entered the graduate school in most recent year (give date)	128 Female 45 Male Total 173 (January 2019 – September 2019)
Number of dropouts in most recent year (give date).	32 (2018-2019 Spring Semester)
Number of PhD theses successfully defended in most recent year (give date)	77 (01.01.2018 - 31.12.2018) 80 (01.01.2019- 8.11.2019)
Total number of international PhD candidates currently enrolled	24 Female 21 Male Total 45
Number of qualified persons available to the Graduate School for supervision (supervisor pool)	750
Number of current principal supervisors	498
Number of current co-supervisors	23
Number of PubMed publications of supervisor pool in most recent year	450

URL of the PhD organization (website address)	http://saglikb.gazi.edu.tr/
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