

GENERAL INFORMATION

CEREMONY REHEARSAL

Top students graduating from undergraduate programs (ranked 1st, 2nd and 3rd), graduates who rank first in their Faculty, Vocational School or Department, students to carry the Turkish and METU flags and Department Research Assistants responsible for the Graduation Ceremony are requested to participate in the Ceremony Rehearsal on the date specified in the Commencement Calendar. Information on seating plan, walking to and leaving the platform, ceremony program and other related issues will be given during the rehearsal to avoid any potential problems.

Research Assistants are expected to check the flags and placards belonging to their Departments in the stadium and to inform the personnel in the field about any missing flags or placards.

THE LIST OF GRADUATES

The lists of undergraduate and non-thesis master's program students who are expected to graduate have been submitted to the Department Chairpersons by the Registrar's Office. It is strongly recommended for students to check the lists before the ceremony since their name may not be in the lists for some reason.

TOP FIRST STUDENTS OF THE DEPARTMENTS

The list of candidates for the top first students of the departments has been submitted to the Dean's Offices/Vocational School by the Registrar's Office. After the final grades are announced, top first, second and third students in the university, and top first graduates of the Faculties and Departments will be determined. The final lists will be delivered to the Dean's Offices/Vocational School by the Registrar's Office. Top first graduate candidates should check their names in these lists and see Gülten Dönmezbaba, Supervisor of Undergraduate Programs, in the Registrar's Office before the ceremony. Top first graduates who have an excuse and thus cannot participate in the ceremony are expected to inform the Registrar's Office.

Top first graduates of the Departments are determined based on the date of the Graduation Ceremony. The list of top first graduates of the Departments will not be changed for students who have an "I" (Incomplete) or similar grade although they have a valid excuse and for students who will graduate after the ceremony.

STUDENTS WITH INCOMPLETE PROCEDURES

The students in the following categories cannot receive a diploma in the ceremony unless they complete the missing documents.

Students with Tuition Fee Problems:

Some students may have requested to pay the tuition fee in installments, but may have failed to make the payment. There may also be students who may be receiving tuition fee credit from the Higher Education Institution of Credits and Dorms, but who do not

have enough tuition fee receipts or who completed the period for receiving the tuition fee credit. These students have debts, so they need to contact the Registrar's Office/Tuition Fee Office (Art and Science Dean's Building/2nd floor) a week before the ceremony and pay their debts. Otherwise, they cannot receive their diploma during the ceremony.

Students who did not complete the Registration Cancellation Procedures:

The students who did not complete the Registration Cancellation procedure cannot receive their diploma in the ceremony.

ACADEMIC ROBES

Faculty members and alumni candidates will participate in the Graduation Ceremony in their academic robes. The robes will be received from the Department Chairpersons and returned after the ceremony. Students without academic robes will not be allowed to enter the ceremony area.

PHOTO SHOOTING

The stadium gates will be open to the family members after the graduates start receiving their diplomas. There will be a photographer in the Stadium to take pictures during the graduation ceremony. Once the stadium gates are open, families will also be able to take photos or record videos.

Faculty members may have photos taken with their students by the platforms.

RESEARCH ASSISTANTS APPOINTED FOR THE GRADUATION CEREMONY ORGANIZATION

Research Assistants will be assigned by the departments for the graduation ceremony. These research assistants are expected to inform and guide graduates before and during the ceremony.

Research Assistants responsible for the graduation ceremony are also expected to take part in the graduation ceremony meeting and ceremony rehearsal on the specified dates. Information on the graduation ceremony and rules to be followed will be given during the meeting.

FACULTY, GRADUATE SCHOOL, VOCATIONAL SCHOOL FLAGS AND DEPARTMENT PLACARDS

- The graduates to carry the National and ODTÜ flags will be determined by the Registrar's Office.
- The graduates to carry METU NCC flag will be determined by METU NCC Presidency.
- The graduates to carry the Faculty flags will be determined by Dean's Offices.

- The graduates to carry the Graduate School flags will be determined by the Graduate Schools.
- The graduate to carry the Vocational School flag will be determined by the Vocational School Directorate.
- The graduates to carry the Department placards will be determined by the Department Chairpersons.

The flags and placards will be brought to the ceremony area by the Office of Mechanical Workshops during the ceremony preparations. The graduates to carry the flags and placards will receive them from the personnel in the stadium and leave them in the stadium at the end of the ceremony.

DIPLOMA SUPPLEMENT

What is a Diploma Supplement?

The Diploma Supplement (DS) is a document attached to a higher education diploma aiming at improving international ‘transparency’ and at facilitating the academic and professional recognition of qualifications (diplomas, degrees, certificates etc.). It is designed to provide a description of the nature, level, context, content and status of the studies that were successfully completed by the individual named on the original qualification to which this supplement is appended. It is not a curriculum vitae. It does not substitute for an original transcript.

The “true copies” of a diploma supplement can be used instead of the original.

What does the Diploma Supplement offer to Students?

- A diploma that is more readable and easily comparable abroad.
- A precise description of their academic career and the competencies acquired during the study period.
- Objective description of their achievements and competencies
- An easier access to opportunities of work or further studies abroad

Who is given a Diploma Supplement?

Starting from 2005, a diploma supplement is being issued automatically and free of charge to all METU graduates in accordance with the Board of Higher Education regulations.

METU LOGO

The half circles and crescents in the METU emblem represent the crescents that most Middle East countries have in their flags, while the intersecting circles represent eastern-western civilizations and the interrelation between them.

METU ACADEMIC DRESS

The academic dress consists of two pieces, the robe and the scarf. Black, which is the main color of the robe represents the traditional University dress. The red and white

parts at the end of the sleeves and around the neckline are the colors of Middle East Technical University.

The color of the scarf that is led through the holes on each side of the neckline and thrown backwards over the shoulders indicate the color of the faculty, institute, or vocational school. The colors are listed below.

Faculty of Architecture: Brown

Faculty of Science and Letters: Yellow

Faculty of Economic and Administrative Sciences: Blue

Faculty of Education: Purple

Faculty of Engineering: Orange

Institute of Natural and Applied Sciences: White

Institute of Social Sciences: Red

Institute of Marine Sciences: Light Blue

Informatics Institute: Navy

Institute for Applied Mathematics: Light Brown

Vocational School: Gray

School of Foreign Languages: Green

The silver tassels at the ends of the scarf indicate a master's degree, and the gold tassels a doctorate degree. The tassels on the scarfs for the undergraduate students are in the same color as the scarf itself.

MINIATURE DIPLOMA

To obtain a "Miniature Diploma" that are given to our graduates, graduates need to apply to the Social Services Directorate with a clean, well printed, and unfolded A-4 size photocopy of their diploma. The **10 TL** to be paid to the Social Services Directorate will be transferred to the METU Student Scholarship Fund.

Place: By the Cafeteria

Tel: 210 3610