

İş Akışı Adımları	Sorumlu	İlgili Dokümanlar
Each academic advisor should check their graduate student's transcript to see whether he passed all the courses or left any behind.	Danışmanlar	
The process of editing the transcript will begin by ensuring that the course code, course name, credits, and ECTS align with the curriculum corresponding to the student's year of entry.		
After editing the transcript, all the changes will go to the dean's office to approve them. Once approved, the final version of the transcript will be ready.	Danışmanlar	
Then the academic advisor can start the graduation process by selecting the year and the semester of the graduated candidate.	Danışmanlar	
The dean's office can then sign out the student from the faculty.	Dekanlık (Bölüm Başkanlığı)	
The process of preparing the diploma will start.	Öğrenci İşleri	
